



REGULAR CITY COUNCIL MEETING

6:30 PM – COUNCIL CHAMBERS – CITY HALL

OCTOBER 3, 2017

AGENDA

ALL CITIZENS DESIRING TO ADDRESS THE PORT ORANGE CITY COUNCIL DURING CITIZEN PARTICIPATION SHOULD COMPLETE A SPECIAL APPLICATION FORM WHICH IS LOCATED ON THE STANDS OUTSIDE THE COUNCIL CHAMBERS. AFTER COMPLETING THE FORM, PRESENT IT TO THE CITY CLERK.

A. OPENING

1. Pledge of Allegiance
2. Invocation by Rev. David Troxler of First Christian Church
3. Roll Call

B. CONSENT AGENDA

4. Public Comments on Consent Agenda Items Only
5. Agenda Approval
6. Approval of Minutes
 - a. September 19, 2017 - Regular City Council Meeting
 - b. September 26, 2017 - City Council Special Meeting/Workshop
7. Approval of Lease Agreement with Palmer College for the Former Allen Green Center
8. Major Special Event Request – First Turn Steakhouse & Lounge – 5236, 5204, & 5164 South Ridgewood Avenue
9. Major Special Event Request - The Last Resort Bar - 5812 South Ridgewood Avenue
10. Major Special Event Request - Winner's Pub - 5934 South Ridgewood Avenue
11. Major Special Event Request – Lighthouse Loop Half Marathon & 5K @ the access road to Our Deck Down Under at 78 E. Dunlawton Avenue and Panhead's Pizzeria at 4085 Ridgewood Avenue.
12. Major Special Event Request - Hold Fast Tattoo - 5153 South Ridgewood Avenue

C. CITIZEN PARTICIPATION (Agenda)

13. Volusia/Flagler Sierra Club - Kristine Cunningham, Vice Chair

14. W. DallaRosa - Police Department Complaint

D. CITIZEN PARTICIPATION (Non-Agenda – 15 minutes)

E. COUNCIL COMMENTS

15. Comments/Concerns from Council Members

F. SPECIAL AWARDS, REPORTS, RECOGNITION AND PROCLAMATIONS

16. Report from KemperSports on the Cypress Head Golf

G. PUBLIC HEARING

17. Second Reading - Ordinance No. 2017-29 - Second Amendment to the Groves PCD Master Development Agreement and Conceptual Development Plan, Case No. 17-40000002

H. COMMENTS

18. City Attorney Comments

19. City Manager Comments

I. COUNCIL COMMITTEE REPORTS

20. City Council Committee Reports

a. River to Sea TPO

b. General Employees' Pension Plan

J. ADJOURNMENT

ANY PERSON WHO DECIDES TO APPEAL ANY DECISION MADE BY THE CITY COUNCIL WILL NEED A RECORD OF THE PROCEEDINGS, AND FOR SUCH PURPOSE HE OR SHE MAY NEED TO ENSURE AT HIS OR HER OWN EXPENSE FOR THE TAKING AND PREPARATION OF A VERBATIM RECORD OF ALL TESTIMONY AND EVIDENCE OF THE PROCEEDINGS UPON WHICH THE APPEAL IS TO BE BASED.

NOTE: IF YOU ARE A PERSON WITH A DISABILITY WHO NEEDS AN ACCOMMODATION IN ORDER TO PARTICIPATE IN THIS PROCEEDING, YOU ARE ENTITLED, AT NO COST TO YOU, TO THE PROVISION OF CERTAIN ASSISTANCE. PLEASE CONTACT THE CITY CLERK FOR THE CITY OF PORT ORANGE, 1000 CITY CENTER CIRCLE, PORT ORANGE, FLORIDA 32129, TELEPHONE NUMBER 386-506-5563, CITYCLERK@PORT-ORANGE.ORG, AS FAR IN ADVANCE AS POSSIBLE, BUT PREFERABLY WITHIN 2 WORKING DAYS OF YOUR RECEIPT OF THIS NOTICE OR 5 DAYS PRIOR TO THE MEETING DATE. IF YOU ARE HEARING OR VOICE IMPAIRED, CONTACT THE RELAY OPERATOR AT 7-1-1 or 1-800-8771.

UPON REQUEST BY A QUALIFIED INDIVIDUAL WITH A DISABILITY, THIS DOCUMENT WILL BE MADE AVAILABLE IN AN ALTERNATE FORMAT. IF YOU NEED TO REQUEST THIS DOCUMENT IN AN ALTERNATE FORMAT, PLEASE CONTACT THE CITY CLERK WHOSE CONTACT INFORMATION IS PROVIDED ABOVE.

ANY INVOCATION THAT IS OFFERED BEFORE THE OFFICIAL START OF THE CITY COUNCIL MEETING SHALL BE THE VOLUNTARY OFFERING OF A PRIVATE PERSON, TO AND FOR THE BENEFIT OF THE CITY COUNCIL. THE VIEWS OR BELIEFS EXPRESSED BY THE INVOCATION SPEAKER HAVE NOT BEEN PREVIOUSLY REVIEWED OR APPROVED BY THE CITY COUNCIL OR THE CITY STAFF, AND THE CITY IS NOT ALLOWED BY LAW TO ENDORSE THE RELIGIOUS BELIEFS OR VIEWS OF THIS, OR ANY OTHER SPEAKER. PERSONS IN ATTENDANCE AT THE CITY COUNCIL MEETING ARE INVITED TO STAND DURING THE OPENING INVOCATION AND PLEDGE OF ALLEGIANCE. HOWEVER, SUCH INVITATION SHALL NOT BE CONSTRUED AS A DEMAND, ORDER, OR ANY OTHER TYPE OF COMMAND. NO PERSON IN ATTENDANCE AT THE MEETING SHALL BE REQUIRED TO PARTICIPATE IN ANY OPENING INVOCATION THAT IS OFFERED. A PERSON MAY EXIT THE CITY COUNCIL CHAMBERS AND RETURN UPON COMPLETION OF THE OPENING INVOCATION IF A PERSON DOES NOT WISH TO PARTICIPATE IN OR WITNESS THE OPENING INVOCATION.

REGULAR CITY COUNCIL MEETING MINUTES
COUNCIL CHAMBERS – CITY HALL
1000 CITY CENTER CIRCLE
SEPTEMBER 19, 2017

THE REGULAR CITY COUNCIL MEETING of the City of Port Orange was called to order by Mayor Donald O. Burnette at 6:30 p.m.

Pledge of Allegiance

Invocation

Roll Call:	Present:	Councilman Chase Tramont Councilman Drew Bastian Councilman Scott Stiltner Vice Mayor Bob Ford Mayor Donald Burnette
	Also Present:	Jake Johansson, City Manager Margaret T. Roberts, City Attorney Robin Fenwick, City Clerk

Mayor Burnette read a Proclamation for Constitution Week.

Mayor Burnette asked that an item (34a) be added so the City Manager can provide an update on Hurricane Irma.

Motion to approve the addition was made by Vice Mayor Ford, and Seconded by Councilman Tramont. Motion carried unanimously by voice vote.

TOWN CENTER CRA MEETING
EASTPORT CRA MEETING

Council recessed at 6:33 p.m. to hold the Town Center and Eastport CRA Meetings, minutes of which are under separate cover.

Council reconvened at 6:39 p.m.

PUBLIC HEARING

4. Discussion on Final Budget and Millage Rate for FY18

Mayor Burnette announced the Fiscal Year (FY) 2018 Budget commences on October 1, 2017 and continues through September 30, 2018. The public hearing is now convened to discuss the millage rate and budget. The first substantive issue to be discussed by City Council, includes the percentage increase in millage over the rolled-back rate necessary

to fund the budget and the specific purposes for which ad valorem tax revenues are being increased. The City Council will discuss the increase, the purposes, and the final millage necessary to fund the FY2018 final budget for the City of Port Orange, the Community Redevelopment Agency for Port Orange Town Center and the Community Redevelopment Agency for Eastport Business Center. The final millage rate to be levied is 4.5673 mills per \$1,000.00 of valuation and is an 8.89% increase in ad valorem tax revenues above the rolled-back rate. The rolled-back rate is 4.1945 mills per \$1,000.00 of valuation.

Mr. Johansson discussed the purpose of the increase in millage over the rolled-back rate, as well as the cuts and increases as directed by Council.

Councilman Tramont doesn't support the budget because it is an increase. Vice Mayor Ford asked Council to consider changing the budget to freeze positions and use the money for hurricane clean up.

Councilman Stiltner said he would entertain a discussion regarding the budget.

Motion to freeze all new positions for
FY2018 was made by Vice Mayor Ford,
and Seconded by Councilman Tramont

Mr. Johansson advised that the budget is a planning tool that can be changed throughout the year as needed to protect and serve the City. He doesn't believe the budget as presented needs to be amended at this time.

Motion carried 3-2 by roll call vote with
Councilman Bastian and Mayor Burnette
voting yes.

Mayor Burnette asked the amount to be cut if the millage rate is 4.5.

Mayor advised that Council will now hear comments regarding the proposed final millage. Members of the public shall be allowed to address the Council to make comments and ask questions.

Ted Nofall, citizen, addressed Council regarding the budget assumptions.

Mayor Burnette asked Council for any changes to the final budget. There were none.

Tracey Riehm, Finance Director, advised the reduction in millage rate would result in a reduction of \$189,189.00 in the budget.

Motion to maintain the current millage
rate of 4.4542 mills was made by

Councilman Tramont, and Seconded by Vice Mayor Ford. After further discussion the Motion and Second were withdrawn.

Council asked for figures at a millage rate of 7% above the roll-back rate. Ms. Riehm advised 7% above roll-back is 4.4881 (\$222,642 budget reduction.)

Mr. Johansson advised Council that he is unsure if he can meet current obligations at that rate.

Mayor Burnette doesn't believe it's fair to the City Manager and Staff if burdened with making the cuts to programs.

5. Resolution No. 17-44 - Adopting the Final Millage Rate for FY18

Mayor Burnette read Resolution No. 17-44.

RESOLUTION NO. 17-44

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORT ORANGE, VOLUSIA COUNTY, FLORIDA; ADOPTING THE FINAL PROPERTY TAX MILLAGE RATES TO BE LEVIED FOR FISCAL YEAR 2018 (OCTOBER 1, 2017 TO SEPTEMBER 30, 2018); AND PROVIDING AN EFFECTIVE DATE.

Motion to approve Resolution No. 17-44 as amended adopting the City of Port Orange FY2018 final millage rate of 4.4881 mills per \$1,000.00 of valuation was made by Councilman Bastian, and Seconded by Vice Mayor Ford.

Ms. Roberts announced the changes due to the reduced millage rate.

Motion carried 3-2 by roll call vote with Councilman Bastian and Mayor Burnette voting no.

6. Resolution No. 17-45 - Adopting the Final Operating Budget for FY18

Mayor Burnette read Resolution No. 17-45.

RESOLUTION NO. 17-45

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORT ORANGE, VOLUSIA COUNTY, FLORIDA; ADOPTING THE FINAL

OPERATING BUDGET FOR FISCAL YEAR OCTOBER 1, 2017 THROUGH SEPTEMBER 30, 2018 FOR THE CITY OF PORT ORANGE; SETTING FORTH ANTICIPATED SOURCES OF REVENUE IN THE ESTIMATED AMOUNT OF \$98,142,564; SETTING FORTH EXPENDITURES IN AN EQUIVALENT AMOUNT; PROVIDING FOR APPROPRIATION AND PROCEDURES; AND PROVIDING AN EFFECTIVE DATE.

Motion to approve Resolution No. 17-45 adopting the City of Port Orange FY2018 final operating budget as amended was made by Councilman Bastian, and Seconded by Vice Mayor Ford.

Ms. Roberts announced the changes due to the reduced millage rate.

Motion carried unanimously by roll call vote.

7. Resolution No. 17-46 - Adopting the Final Capital Budget for FY18

Mayor Burnette read Resolution No. 17-46.

RESOLUTION NO. 17-46

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORT ORANGE, VOLUSIA COUNTY, FLORIDA, ADOPTING THE FINAL CAPITAL BUDGET FOR FISCAL YEAR OCTOBER 1, 2017 THROUGH SEPTEMBER 30, 2018 FOR THE CITY OF PORT ORANGE; SETTING FORTH ANTICIPATED SOURCES OF REVENUE IN THE AMOUNT OF \$8,741,936; SETTING FORTH EXPENDITURES IN AN EQUIVALENT AMOUNT; PROVIDING FOR APPROPRIATION EXPENDITURES; AND PROVIDING AN EFFECTIVE DATE.

Motion to approve Resolution No. 17-46 adopting the City of Port Orange FY2018 final capital budget was made by Councilman Bastian, and Seconded by Vice Mayor Ford. Motion carried unanimously by roll call vote.

8. Resolution No. 17-47 - Adopting the Final Millage Rate for FY18 for Town Center CRA Tax Increment District

Mayor Burnette read Resolution No. 17-47.

RESOLUTION NO. 17-47

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORT ORANGE, VOLUSIA COUNTY, FLORIDA; ADOPTING THE FINAL PROPERTY TAX MILLAGE RATE TO BE LEVIED FOR THE TOWN CENTER TAX INCREMENT DISTRICT, FOR FISCAL YEAR 2018 (OCTOBER 1, 2017 TO SEPTEMBER 30, 2018); AND PROVIDING AN EFFECTIVE DATE.

Motion to approve Resolution No. 17-47 as amended adopting the Community Redevelopment Agency for Port Orange Town Center FY2018 final millage rate of 4.4881 mills per \$1,000.00 of valuation was made by Councilman Bastian, and Seconded by Vice Mayor Ford. Motion carried 3-2 by roll call vote with Councilman Bastian and Mayor Burnette voting no.

9. Resolution No. 17-48 - Adopting the Final Operating Budget for FY18 for Town Center CRA Tax Increment District

Mayor Burnette read Resolution No. 17-48.

RESOLUTION NO. 17-48

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORT ORANGE, VOLUSIA COUNTY, FLORIDA; ADOPTING THE FINAL TOWN CENTER TAX INCREMENT DISTRICT OPERATING BUDGET FOR FISCAL YEAR OCTOBER 1, 2017 THROUGH SEPTEMBER 30, 2018; SETTING FORTH ANTICIPATED SOURCES OF REVENUE IN THE ESTIMATED AMOUNT OF \$478,411; SETTING FORTH EXPENDITURES IN AN EQUIVALENT AMOUNT; PROVIDING FOR APPROPRIATION AND PROCEDURES; AND PROVIDING AN EFFECTIVE DATE.

Motion to approve Resolution No. 17-48 as amended adopting the Community Redevelopment Agency for Port Orange Town Center FY2018 final operating budget was made by Councilman Bastian, and Seconded by Vice Mayor Ford.

Ms. Roberts announced the changes due to the reduction in the millage rate approved.

Motion carried unanimously by roll call vote.

10. Resolution No. 17-49 - Adopting the Final Millage Rate for FY18 for Eastport CRA Tax Increment District

Mayor Burnette read Resolution No. 17-49.

RESOLUTION NO. 17-49

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORT ORANGE, VOLUSIA COUNTY, FLORIDA; ADOPTING THE FINAL PROPERTY TAX MILLAGE RATE TO BE LEVIED FOR THE EASTPORT TAX INCREMENT DISTRICT, FOR FISCAL YEAR 2018 (OCTOBER 1, 2017 TO SEPTEMBER 30, 2018); AND PROVIDING AN EFFECTIVE DATE.

Motion to approve Resolution No. 17-49 as amended adopting the Community Redevelopment Agency for Eastport Business Center FY2018 final millage rate of 4.4881 mills per \$1,000.00 of valuation was made by Councilman Bastian, and Seconded by Vice Mayor Ford.

Ms. Roberts announced the changes due to the reduction in the millage rate approved.

Motion carried 3-2 by roll call vote with Councilman Bastian and Mayor Burnette voting no.

11. Resolution No. 17-50 - Adopting the Final Operating Budget for FY18 Eastport CRA Tax Increment District

Mayor Burnette read Resolution No. 17-50.

RESOLUTION NO. 17-50

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORT ORANGE, VOLUSIA COUNTY, FLORIDA; ADOPTING THE FINAL EASTPORT TAX INCREMENT DISTRICT OPERATING BUDGET FOR FISCAL YEAR OCTOBER 1, 2017 THROUGH SEPTEMBER 30, 2018; SETTING FORTH ANTICIPATED SOURCES OF

REVENUE IN THE ESTIMATED AMOUNT OF \$198,522; SETTING FORTH EXPENDITURES IN AN EQUIVALENT AMOUNT; PROVIDING FOR APPROPRIATION AND PROCEDURES; AND PROVIDING AN EFFECTIVE DATE.

Motion to approve Resolution No. 17-50 as amended adopting the Community Redevelopment Agency for Eastport Business Center FY2018 final operating budget was made by Councilman Bastian, and Seconded by Councilman Stiltner.

Ms. Roberts announced the changes due to the reduction in the millage rate approved.

Motion carried unanimously by roll call vote.

Mayor Burnette announced the adopted final millage rate of 4.4881 mills per \$1,000.00 of valuation is a 6.99% increase in ad valorem tax revenues above the rolled-back rate. In addition to the foregoing general operating budget/millage levy, there is a voter approved millage levy of .3174 mills to fund the debt service for the 2016 general obligation refunding bonds issued for public safety capital facilities.

12. Second Reading - Ordinance No. 2017-19 - Increasing Police Pension Board Terms to Four Years

Mayor Burnette read Ordinance No. 2017-19

ORDINANCE NO. 2017-19

AN ORDINANCE OF THE CITY OF PORT ORANGE, VOLUSIA COUNTY, FLORIDA, AMENDING SECTION 54-134(a) RELATING TO THE POLICE PENSION FUND BOARD OF TRUSTEES TERM OF OFFICE; PROVIDING FOR STAGGERED TERMS OF FOUR YEARS FOR EACH TRUSTEE; PROVIDING FOR CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

Motion to approve Ordinance No. 2017-19 was made by Councilman Bastian, and Seconded by Councilman Stiltner.

Councilman Bastian advised of the approximately \$100,000 reduction due to the hiring of a new investment consultant.

Mr. Noftall would like to see that \$100,000 cover the budget deficit to keep the millage rate down.

Motion carried unanimously by roll call vote.

13. Second Reading - Ordinance No. 2017-28 - Medical Marijuana/LDC
Amendment: Chapters 2, 12, 16, 17, and 18, Case No. 17-25000005

Mayor Burnette read Ordinance No. 2017-28

ORDINANCE NO. 2017-28

AN ORDINANCE OF THE CITY OF PORT ORANGE, VOLUSIA COUNTY, FLORIDA, AMENDING THE LAND DEVELOPMENT CODE; AMENDING CHAPTER 2 TO REVISE THE DEFINITION OF RETAIL PHARMACY TO INCLUDE MEDICAL MARIJUANA TREATMENT CENTER DISPENSING FACILITY AND REMOVING THE DEFINITIONS FOR MEDICAL MARIJUANA CULTIVATION, MEDICAL MARIJUANA DISPENSARIES, AND MEDICAL MARIJUANA PROCESSING FACILITIES; AMENDING CHAPTER 12 TO REMOVE THE PARKING REQUIREMENTS FOR MEDICAL MARIJUANA RELATED USES; AMENDING CHAPTER 16 TO REMOVE THE MARIJUANA RELATED USES FROM THE LIST OF PROHIBITED HOME OCCUPATIONS, AND TO REMOVE SECTION 13 REGARDING A MORATORIUM ON MEDICAL MARIJUANA RELATED FACILITIES AND ACTIVITIES; AMENDING CHAPTER 17 TO REMOVE MEDICAL MARIJUANA DISPENSARIES AS A SPECIAL EXCEPTION USE IN THE COMMUNITY COMMERCIAL ZONING DISTRICT; AND REMOVE MEDICAL MARIJUANA CULTIVATION AND MEDICAL MARIJUANA PROCESSING FACILITIES AS SPECIAL EXCEPTION USES IN THE COMMERCIAL INDUSTRIAL AND LIGHT INDUSTRIAL ZONING DISTRICTS; AMENDING CHAPTER 18 TO REMOVE THE SPECIAL REQUIREMENTS FOR MEDICAL MARIJUANA RELATED SPECIAL EXCEPTION USES; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Motion to approve Ordinance No. 2017-28 was made by Councilman Bastian, and Seconded by Councilman Stiltner. Motion carried 4-1 by roll call vote with Mayor Burnette voting no.

14. First Reading - Ordinance No. 2017-29 - Second Amendment to the Groves PCD Master Development Agreement and Conceptual Development Plan, Case No. 17-40000002

Mayor Burnette read Ordinance No. 2017-29

ORDINANCE NO. 2017-29

AN ORDINANCE OF THE CITY OF PORT ORANGE, VOLUSIA COUNTY, FLORIDA, APPROVING THE SECOND AMENDMENT TO THE GROVES PLANNED COMMERCIAL DEVELOPMENT MASTER DEVELOPMENT AGREEMENT FOR APPROXIMATELY +/-12.1 ACRES GENERALLY LOCATED ON CLYDE MORRIS BOULEVARD AND SOUTH OF MADELINE AVENUE; PROVIDING FOR CONFLICTING ORDINANCES, SEVERABILITY, AND AN EFFECTIVE DATE.

Motion to approve Ordinance No. 2017-29 was made by Councilman Bastian, and Seconded by Councilman Stiltner.

Tim Burman, Planning Manager, provided details of the amendment.

Motion carried unanimously by roll call vote.

15. Special Exception for a Mini-Warehouse and Motor Vehicle and Boat Storage Facility at 6250 S. Williamson Blvd. Case No. 17-70000002

Motion to approve as presented was made by Councilman Bastian, and Seconded by Councilman Tramont.

Mr. Burman provided background information on the current zoning of the property.

Joey Posey, Attorney for Applicant, Storch Law Firm, discussed the project details, including traffic, property values, visual impact, noise, crime, pollution, etc. They are meeting all requirements of the LDC and more. They have listened to the neighbors and have made changes based on those discussions.

Roger Strcula, Engineer Upham, Inc., discussed the concern regarding traffic making U-turns on Williamson Blvd.

Councilman Tramont likes the project but is very concerned with the safety issues due to the traffic pattern. Council is overall happy with the project versus another development because of the lower traffic counts.

Citizens discussed their concerns with the traffic pattern along Williamson Blvd. Tom Webber, citizen, was originally against the project but through discussions with the developer/owner, who has listened to the citizen's concerns; he is now in support of it.

Ms. Roberts asked Council to include the conditions in the motion as Council discussed: 1) stucco wall placement; 2) no vehicle servicing or washing; 3) access hours from 7 a.m. – 10 p.m.; 4) no resident manager. Mr. Posey stipulated to those conditions.

Motion to add the conditions as listed above was made by Councilman Tramont, and Seconded by Councilman Bastian. Motion carried 4-1 by roll call vote with Mayor Burnette voting no.

Main Motion carried 4-1 by roll call vote with Mayor Burnette voting no.

CONSENT AGENDA

16. Public Comments on Consent Agenda Items Only

Mr. Nofall doesn't believe the public comment section for Consent Agenda items is not favorable to the public. He expressed concern with several items.

17. Agenda Approval

Items #24, 25, and 26 were pulled by Mayor Burnette for further discussion.

18. Approval of Minutes

- a. September 5, 2017 - Regular City Council Meeting
- b. September 7, 2017 - Special City Council Meeting

19. Bid Awards and Contract Items

- a. Approval of FY18 Expenditure Authorization for AT&T Mobility Wireless Communications Services & Equipment
- b. Approval to Award ITB 17-23 for Operating Chemicals for the Water and Wastewater Plant
- c. Approval of Change Order No. 1 to IMS Infrastructure Management Services, LLC
- d. Approval of Change Order No. 1 to County of Volusia (Tomoka) Landfill for the increase in cost of annual tipping fees in the amount of \$90,000
- e. Task Authorization No. 4 to RFSQ 16-32 Quentin L. Hampton Associates, Inc. for Professional Engineering Analysis and Modeling Services for Stormwater Drainage Improvements in the Sleepy Hollow Subdivision

20. Resolution No. 17-51 – Easement Vacation, Lot 34, Waters Edge – Phase XII

21. Miscellaneous Receivable Write-Offs for FY17

22. License Agreement - 7 Oak Street
23. License Agreement - 3449 Shamrock Drive
24. Approval and Ratification of the Police Benevolent Association (PBA) 2018-2020 Collective Bargaining Agreement

25. Approval and Ratification of the International Association of Firefighters (IAFF) 2018-2020 Collective Bargaining Agreement

26. Approval and Ratification of the National Association of Government Employees (NAGE) 2017-2019 Collective Bargaining Agreement

27. Authorization of Settlement Agreement for Summers, Patricia v. City of Port Orange

28. Approval of the Cooperative Economic Development Agreement with Team Volusia Economic Development Corporation

29. Authorization for a Pumpkin Patch Minor Special Event to exceed seven consecutive calendar days

Motion to approve the Consent Agenda as amended was made by Councilman Bastian and Seconded by Councilman Stiltner. Motion carried unanimously by roll call vote.

24. Approval and Ratification of the Police Benevolent Association (PBA) 2018-2020 Collective Bargaining Agreement

25. Approval and Ratification of the International Association of Firefighters (IAFF) 2018-2020 Collective Bargaining Agreement

26. Approval and Ratification of the National Association of Government Employees (NAGE) 2017-2019 Collective Bargaining Agreement

Mayor Burnette asked for a roll call vote on each of the items (#24-26) separately.

Motion to approve Item #24 as presented was made by Councilman Bastian, and Seconded by Councilman Stiltner. Motion carried unanimously by roll call vote.

Motion to approve Item #25 as presented was made by Councilman Bastian, and Seconded by Councilman Stiltner. Motion carried unanimously by roll call vote.

Motion to approve Item #26 as presented was made by Councilman Bastian, and Seconded by Councilman Stiltner.

Motion carried unanimously by roll call vote.

CITIZEN PARTICIPATION (Agenda)

30. Volusia/Flagler Sierra Club - Kristine Cunningham, Vice Chair

Ms. Cunningham asked to reschedule until October 3, 2017.

CITIZEN PARTICIPATION (Non-Agenda – 15 minutes)

Mr. Noftall addressed Council regarding police activity and the Constitution.

COUNCIL COMMENTS

31. Comments/Concerns from Council Members

Council agreed to change the budget process for next year.

BOARD APPOINTMENTS, INTERVIEWS, REPORTS

32. Citizen Advisory Committee for TPO

Bobby Ball was unable to attend the CAC meeting and was unable to report to Council.

33. Police Pension Board Appointments

Motion to appoint Sgt. Warren Carman, as the fifth member of the Police Pension Board, to a four-year term beginning October 1, 2017 was made by Councilman Bastian, and Seconded by Councilman Tramont. Motion carried unanimously by voice vote.

Motion to appoint Brian Cobb, as the resident trustee to the Police Pension Board, to a two-year term beginning October 1, 2017 was made by Councilman Bastian, and Seconded by Vice Mayor Ford. Motion carried unanimously by voice vote.

Motion to appoint Councilman Bastian, as the second resident trustee to the Police Pension Board, to a two-year term

beginning October 1, 2017 was made by Councilman Tramont, and Seconded by Vice Mayor Ford. Motion carried 4-0-1 by voice vote with Councilman Bastian abstaining.

REGULAR AGENDA

34. Resolution No. 17-52 - Budget Appropriation

Mayor Burnette read Resolution No. 17-52

RESOLUTION NO. 17-52

A RESOLUTION OF THE CITY OF PORT ORANGE, VOLUSIA COUNTY, FLORIDA, APPROPRIATING OPERATING AND CAPITAL FUNDS TO BUDGET FOR THE CLOSE OUT OF VARIOUS FUNDS, FOR VARIOUS GENERAL CAPITAL PROJECTS, FOR INCREASED SOLID WASTE COSTS, FOR COMMISSIONS DUE OUR FORESTER, FOR INSURANCE PROCEEDS RECEIVED, AND FOR POLICE DEPARTMENT TRAINING; SETTING FORTH REVENUES AND EXPENDITURES; AND PROVIDING AN EFFECTIVE DATE.

Motion to approve Resolution No. 17-52 was made by Councilman Bastian, and Seconded by Councilman Stiltner.

Ms. Riehm provided details of the closure of funds as directed by Council previously.

Motion carried unanimously by roll call vote.

34(a) Hurricane Irma update

Mr. Johansson explained the plan for debris pick up. He asked citizens not to put debris piles in the roads. Ashbritt was set to begin tomorrow; however, other cities and counties in south Florida are paying higher rates and their subcontractors have elected to work in south Florida. Staff is working with Ashbritt to gain compliance. He plans to hire other contractors to pick up debris.

35. Waste Pro Reimbursement Request

Mr. Johansson explained the work performed by Waste Pro during Hurricane Matthew.

Motion to approve the request as presented was made by Councilman Stiltner, and Seconded by Councilman Tramont. Motion carried unanimously by voice vote.

36. Time Extension of construction contract with Saboungi Construction Inc. for Riverwalk Park Phase 1B

Mr. Johansson explained the need for a time extension due to Hurricane Irma. The extension runs through October 15, 2017. The Grand Opening is on schedule.

Motion to approve the request as presented was made by Councilman Stiltner, and Seconded by Councilman Tramont. Motion carried 3-2 by voice vote with Vice Mayor Ford and Councilman Bastian voting no.

COMMENTS

37. City Attorney Comments

Ms. Roberts provided details of the change in costs for the sidewalk lighting project. An additional estimated cost of \$54,000 is being required by FDOT.

She discussed the Interlocal Agreement for use of Volusia County's land for a shooting range. There were minor changes agreed to by the City and County Managers.

38. City Manager Comments

There was nothing further.

COUNCIL COMMITTEE REPORTS

39. City Council Committee Reports

- a. ArtHaus – Vice Mayor Ford discussed the items from the recent meeting.
- b. Port Orange/South Daytona Chamber of Commerce –Mayor Burnette provided details of upcoming events.
- c. Roundtable of Elected Officials – There was no meeting this month.

ADJOURNMENT: 10:56 p.m.

Attest:

Mayor Donald O. Burnette

Robin Fenwick, CMC
City Clerk

PORT ORANGE CITY COUNCIL
SPECIAL MEETING/WORKSHOP MINUTES
COUNCIL CHAMBERS, CITY HALL
1000 CITY CENTER CIRCLE
SEPTEMBER 26, 2017

THE CITY COUNCIL SPECIAL MEETING/WORKSHOP of the City of Port Orange was called to order by Mayor Donald O. Burnette at 6:30 p.m.

Pledge of Allegiance

Silent Invocation

Roll Call: PRESENT: Councilman Chase Tramont
 Councilman Drew Bastian
 Councilman Scott Stiltner
 Vice Mayor Bob Ford
 Mayor Donald Burnette

ALSO PRESENT: Jake Johansson, City Manager
 Matthew Jones, Deputy City Attorney
 Robin Fenwick, City Clerk

ACTION ITEMS

4. Resolution No. 17-43 - Stormwater Fee Increase

Mayor Burnette read Resolution No. 17-43.

RESOLUTION NO. 17-43

A RESOLUTION OF THE CITY OF PORT ORANGE, VOLUSIA COUNTY, FLORIDA; ADOPTING A RATE INCREASE FOR THE ANNUAL STORMWATER UTILITY FEES IMPOSED BY THE CITY IN ACCORDANCE WITH CHAPTER 74, SECTIONS 156-164 OF THE CITY CODE OF ORDINANCES; DESCRIBING THE UNIT OF MEASUREMENT FOR THE STORMWATER UTILITY FEES; PROVIDING FOR COLLECTION OF THE STORMWATER UTILITY FEES PURSUANT TO THE TAX BILL COLLECTION METHOD AUTHORIZED BY SECTION 197.3632, FLORIDA STATUTES; APPROVING THE FISCAL YEAR 2017 NON-AD VALOREM ASSESSMENT ROLL FOR SUCH FEES; DIRECTING CERTIFICATION OF SUCH ROLL TO THE VOLUSIA COUNTY TAX COLLECTOR; AND PROVIDING FOR AN EFFECTIVE DATE.

Motion to approve Resolution No. 17-43
was made by Councilman Bastian, and
Seconded by Councilman Stiltner.

Jake Johansson, City Manager, explained the request for an increase of the Stormwater Fee. Property owners currently pay \$100 per year and the request is a \$20.00 per ERU per year increase.

Ronnie Buttrum, Interim Assistant Public Works Director, provided an overview as to the storm system for the City.

Tracey Riehm, Finance Director, discussed the purpose of the meeting being an increase of the Stormwater Fee from \$100 per Equivalent Residential Unit (ERU) to \$120 per ERU. She also described the history of the rate and increases to the rate, the timeline for this public hearing, and the current year forecasts, along with budget details. Drainage issues and progress was also discussed. Mr. Johansson provided a map showing each of the drainage projects needing funding.

Councilman Stiltner spoke to several residents who thought it was an increase of \$120 rather than a \$20 increase based on the letter sent to residents. He supports a flat rate fee like the stormwater fee to fund projects of this nature. He asked for an explanation as to the restrictions on the funds that are collected. Ms. Riehm provided the explanation that the funds are used to storage, retention, treatment, and disposal of stormwater only. It is not eligible to be used on other items. The fee also covers the administrative costs of the fund but does not include other water systems such as the reclaimed, wastewater, or drinking water systems.

Councilman Bastian asked what the value of the infrastructure is that needs to be maintained by the City. Ms. Riehm will provide the value that is listed in the CAFR.

Vice Mayor Ford agreed the projects need to be done to help prevent flooding in the City and supported the increase. He would like to see gradual increases in the future rather than larger increases.

Councilman Tramont supported the fee because it maintains the City's assets. He supports the master plan but suggested delaying the final phase and only raising the fee 10% this year and another 10% next year. Mayor Burnette would entertain that idea if the drainage fund was already fully funded, but the general fund supplements it.

Mayor Burnette mentioned property values decreasing because of flooding issues and the decrease of flood insurance because of the projects that have been completed by the City.

Mr. Johansson discussed the need to have "shovel-ready" projects to submit to the State for funding.

Citizens spoke regarding their concerns and support of the increase and the level of service being received. Discussion was held to review the methodology of the assessment calculation.

Citizens expressed concerns regarding mosquito control ditches. Mr. Johansson will have Staff work with the County regarding maintenance of those ditches.

Motion failed 2-3 by roll call vote with Councilman Stiltner, and Vice Mayor Ford, and Mayor Burnette voting no.

Motion to approve a 15% Stormwater Fee increase was made by Councilman Tramont, and Seconded by Councilman Bastian. Motion carried 3-2 by roll call vote with Councilman Stiltner and Vice Mayor Ford voting no.

DISCUSSION ITEMS

5. Debris Management Plan-Private Property Debris Removal

Jordan Guido, Emergency Management Coordinator, described FEMA's position on private property debris pick up after hurricanes and asked Council how they would like to handle the debris pick up. Debris removal from private property is not guaranteed to be reimbursed.

Matt Jones, Deputy City Attorney, discussed FEMA's position on and procedures relating to private road debris removal.

Council consensus is to remove the debris from private roads and prepare whatever documents are needed to allow that since those residents are paying taxes as well.

Doug Lynch, citizen, would like to discuss turning the private roads within Riverwood subdivision over to the City for maintenance.

6. State Funding Formula (DCD) - Florida Education Finance Program

Mayor Burnette asked Council if they'd like to consider a resolution to encourage the State Legislature to reconsider the formula for funding in the education system.

Council agreed to consider a resolution at an upcoming meeting.

ADJOURNMENT – 9:18 P.M.

Special Meeting/Workshop

September 26, 2017

Page **4** of **4**

Mayor Donald O. Burnette

Attest:

Robin Fenwick, City Clerk



CITY COUNCIL AGENDA ITEM

REQUESTED COUNCIL MEETING DATE 10/03/2017

Consent item: No

SUBJECT: (B7) Approval of Lease Agreement with Palmer College for the Former Allen Green Center

DEPARTMENT: City Manager

GOAL: 5 - Fiscal Sustainability

RECOMMENDED MOTION: Move to Approve the Second Addendum to Third Amendment and Restatement of Lease Agreement with Palmer College for the Former Allen Green Center.

SUMMARY:

The City of Port Orange has leased the Allen Green Center to Palmer College for their clinic since 2002. Palmer has been a model tenant and a great partner since their arrival.

Over the last year, Palmer asked the City whether Council would be interested in 5 items related to the College's lease of the former Allen Green Center. Specifically, would Council consider:

1. An extension from March 31, 2020 through March 31, 2025?
2. A purchase option after 2025?
3. Permission to return all personal property back to the City?
4. An updated analysis on rental and credit rates?

Council agreed in principal to all of these requests. Therefore, over the past couple of months, staff from the City and Palmer College have worked out the details of an extension with an option to purchase. Palmer College has signed the extension and is awaiting Council approval.

The major changes include:

- An extension through March 31, 2025.
- A purchase option at the end of the lease period to be based on Fair Market Value.
- A right of first refusal for the City should Palmer sell the building in the future.
- An increase in rent of 2% per year after the current term ends in 2020.
- A readjustment of the rent credit based on current cost of maintaining the grounds.
- Elimination of the personal property sections since all personal property has been surplussed.

Staff recommends approval.

Project No.: Funding Account No.:

ATTACHMENTS:

1.	2nd Addendum to 3rd Amended and Restated Lease Agreement	2nd Addendum to 3rd Amendment to Lease 9.1.17.pdf
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Alan Rosen	Created/Initiated - 09/01/2017
Tracey Riehm	Approved - 09/13/2017
Matthew Jones	Approved - 09/21/2017
Jake Johansson	Approved - 09/21/2017
Robin Fenwick	Final Approval - 09/21/2017

This Document Prepared by:
Matthew J. Jones, Deputy City Attorney
City of Port Orange
1000 City Center Circle
Port Orange, FL 32129

SECOND ADDENDUM TO THIRD AMENDMENT AND RESTATEMENT OF LEASE AGREEMENT

THIS SECOND ADDENDUM TO THIRD AMENDMENT AND RESTATEMENT OF LEASE AGREEMENT is made and entered the day and year set forth hereinafter by and between the **CITY OF PORT ORANGE, FLORIDA**, a chartered municipal corporation, with its principal business offices located at 1000 City Center Circle, Port Orange, Volusia County, Florida 32129 ("City" or "Landlord"), and **PALMER COLLEGE FOUNDATION, INC.**, f/k/a Palmer Chiropractic University Foundation, Inc., a not-for-profit corporation duly organized under the laws of the State of Iowa, in good standing and authorized to do business in the State of Florida and d/b/a Palmer College of Chiropractic, Florida, having its principal business office located at: 4777 City Center Parkway, Port Orange, Florida 32129 ("Palmer" or "Tenant"), and hereinafter collectively referred to as the "Parties."

WHEREAS, the Parties entered into a Lease Agreement for the Allen Green Civic Center dated May 9, 2002 ("Lease Agreement"); and

WHEREAS, the Parties entered into a First Amendment and Restatement of Lease Agreement for the Allen Green Civic Center dated February 10, 2003; and

WHEREAS, the Parties entered into a Second Amendment and Restatement of Lease Agreement for the Allen Green Civic Center dated March 20, 2007, having a term from April 1, 2007 to March 31, 2009; and

WHEREAS, the Parties entered into an Addendum to Second Amendment and Restatement of Lease Agreement for the Allen Green Civic Center dated October 16, 2007 relating to insurance and inventory of city property; and

WHEREAS, the Parties entered into a Right of Entry Protocol pursuant to the terms of the Second Amendment and Restatement of Lease Agreement for the Allen Green Civic Center dated March 25, 2008; and

WHEREAS, the Parties entered into a Second Addendum to Second Amendment and Restatement of Lease Agreement for the Allen Green Civic Center dated January 6, 2009, extending the term for one year to terminate at midnight on March 31, 2010; and

WHEREAS, the Parties entered into a Third Amendment and Restatement of Lease Agreement for the Allen Green Civic Center dated January 5, 2010, having a term of ten (10) years, from April 1, 2010 to March 31, 2020; and

WHEREAS, the Parties entered into an Addendum to Third Amendment and Restatement of Lease Agreement for the Allen Green Civic Center dated June 4, 2013, relating

to the repair, replacement or restoration of the building components, which includes replacement of the HVAC system; and

WHEREAS, the Parties wish to extend the Lease Agreement, as amended, for an additional term of five (5) years, commencing on April 1, 2020, and terminating on March 31, 2025; and

WHEREAS, the Parties wish to modify the terms of the Lease Agreement, as amended, to include a purchase option and right of first refusal; and

WHEREAS, the Parties wish to modify the terms of the Lease Agreement, as amended, regarding the City's approval prior to Palmer making modifications to the Demised Premises; and

WHEREAS, Palmer has returned all personal property owned by the City prior to executing this Second Amendment to the Third Amendment and Restatement of Lease Agreement; and

WHEREAS, the Parties wish to modify the rental payments and credits during the five-year extension of the Lease Agreement, as amended.

NOW, THEREFORE, the Parties, for good and valuable consideration, receipt whereof is hereby acknowledged, agree as follows:

1. The term of the Lease Agreement, as amended, shall be extended for an additional five (5) year period commencing April 1, 2020, and terminating at midnight on March 31, 2025.

2. Paragraph 3 of the Lease Agreement, as amended, shall be modified to read, in its entirety, as follows:

3. Palmer Modifications. To meet its growing needs, Palmer plans to make additional interior modifications from time to time. All modifications to the Demised Premises shall be subject to review for approval by the City Manager prior to such modification being made.

[REMAINDER OF PAGE LEFT BLANK]

3. Paragraph 4 of the Lease Agreement, as amended, shall be modified to read, in its entirety, as follows:

4. Payments and Credits.

- a. Rental.** The rental rate shall be paid in twelve (12) equal monthly installments and based upon the square footage of the Demised Premises totaling 29,331 square feet as follows:

Period	Rate per Sq. Ft.	Annual Rent
April 1, 2017 - March 31, 2018	\$16.50	\$483,962
April 1, 2018 - March 31, 2019	\$16.50	\$483,962
April 1, 2019 - March 31, 2020	\$16.50	\$483,962
April 1, 2020 - March 31, 2021	\$16.83	\$493,641
April 1, 2021 - March 31, 2022	\$17.17	\$503,514
April 1, 2022 - March 31, 2023	\$17.51	\$513,584
April 1, 2023 - March 31, 2024	\$17.86	\$523,855
April 1, 2024 - March 31, 2025	\$18.22	\$534,333

Each rental payment described in Section 4.a. of this Lease Agreement shall be payable on the first day of the month and each successive first day of the month thereafter, in advance, without notice or demand, and shall be delivered to: City of Port Orange, Florida, Attention: Accounts Receivable, 1000 City Center Circle, Port Orange, FL 32129. The rental specified herein shall be net to the City during the term of this Lease. The rental shall include the City's cost of insurance for the real property and general liability, cost of maintaining the structural, mechanical, electrical, plumbing, elevator or access equipment, if any, and other components for the building for the Demised Premises. All other costs, expenses and obligations of every kind including but not limited to electric, water and sanitary sewer services, telecommunications services, maintenance, janitorial and cleaning services, and maintenance of surrounding grounds services relating to the Demised Premises which may arise or become due during the term of this Lease shall be paid by Palmer. The City shall be indemnified by Palmer against such costs, expenses, and obligations.

[REMAINDER OF PAGE LEFT BLANK]

- b. **Palmer Credit.** Palmer shall receive an annual credit for taking over all exterior maintenance of the Demised Premises, including mowing, edging, landscaping, irrigation and maintenance of all surrounding grounds, to be credited in twelve (12) equal monthly installments, as follows:

Period	Rent Credit
April 1 2017 - March 31, 2018	\$31,500
April 1, 2018 - March 31, 2019	\$33,979
April 1, 2019 - March 31, 2020	\$34,455
April 1, 2020 - March 31, 2021	\$34,937
April 1, 2021 - March 31, 2022	\$35,426
April 1, 2022 - March 31, 2023	\$35,922
April 1, 2023 - March 31, 2024	\$36,425
April 1, 2024 - March 31, 2025	\$36,935

- c. **Renewal and Replacement Payment.** On or before March 31, 2024, or upon surrender or early termination of the Lease, whichever occurs sooner, Palmer shall pay to the City the amount of **Ninety Thousand and no/100 Dollars (\$90,000.00)** to cover the costs to the City for painting and replacing the carpet throughout the Demised Premises after Palmer vacated the Demised Premises. However, said Renewal and Replacement Payment shall not be required in the event that Palmer pays to the City the Option Consideration Payment in the amount of **Ninety Thousand and no/100 Dollars (\$90,000.00)** on or before March 31, 2024.

4. Paragraph 16 of the Lease Agreement, as amended, shall be modified to read, in its entirety, as follows:

16. Surrender or Early Termination of Lease by Palmer. In the event Palmer surrenders or terminates this Lease prior to the end of the term of the Lease (March 31, 2025), Palmer shall be responsible for making the monthly rental payments through the end of the term (March 31, 2025), and paying the Renewal and Replacement Payment, as set forth in Section 4 of the Lease Agreement, as amended.

5. Paragraph 21 of the Lease Agreement, as amended, shall be removed in its entirety, as Palmer has returned all personal property owned by the City prior to executing this Second Addendum to the Third Amendment and Restatement of Lease Agreement.

6. A new Paragraph 32 shall be added to the Lease Agreement, as amended, which shall read as follows:

32.. **Purchase Option.** City grants to Palmer an option to purchase the Demised Premises subject to the terms and conditions as follows:

- a. **Term of Option.** This option to purchase the Demised Premises shall commence on the 1st day of April, 2024, and shall expire at midnight on the 31st day of March, 2025.
- b. **Exclusivity.** This option to purchase is exclusive to Palmer and non-assignable. Any attempted assignment, delegation, transfer or conveyance of this option to purchase without the City Manager's express written permission is void.
- c. **Exercise of Option.** Palmer may only exercise this option to purchase by delivering written notice of intent to purchase to the City Manager. Such notice shall indicate the closing date for the purchase which shall be set prior to March 31, 2025. If Palmer fails to close the purchase prior to March 31, 2025, without unreasonable delay caused by the City, the option shall become void and of no further force or effect.
- d. **Option Consideration.** Palmer shall remit option consideration in the amount of **Ninety Thousand and no/100 Dollars (\$90,000.00)** on or before March 31, 2024, which amount is non-refundable. In the event that Palmer timely exercises this option, is not in default under the terms of the Lease Agreement, as amended, and the option to purchase has not previously been terminated for default under the terms of the Lease Agreement, as amended, the option consideration shall be credited to the purchase price at closing. If Palmer fails to exercise this option, defaults on the Lease Agreement, as amended, or fails to close the purchase within the timeframe established herein, the option consideration shall not be refunded and shall be forfeited to the City.
- e. **Purchase Price.** The total purchase price for the Demised Premises, subject to the stated credit in subparagraph d. above, shall be the Fair Market Value ("FMV") of the Demised Premises, which shall include the land and improvements located thereon, as determined in the final year of the Lease Agreement, as amended. The FMV shall be established by two (2) MAI appraisers – one shall be selected and paid by the City, and the other by Palmer. The FMV shall be the average of the two appraisals. If the two appraisals vary by more than ten percent (10%), then a third appraiser shall be employed selected by agreement of the two initial appraisers and the average of the two closest appraisals shall be the FMV.
- f. **Effect of Default on Purchase Option.** In the event of any default by Palmer of the terms of the purchase option or the Lease Agreement, as amended, City shall have the option to terminate the purchase option by giving written notice of termination to Palmer, in addition to any other remedies available to City at law or in equity. Palmer shall not be entitled to any refund of the option

consideration whatsoever. All terms and conditions of the Lease Agreement, as amended, must be complied with in order for this option to be enforceable.

- g. **AS-IS Disclosure.** Inasmuch as Palmer has occupied and utilized the Demised Premises continuously for more than fifteen (15) years, and shall have otherwise notified the City of any defect in the Demised Premises, the condition of the Demised Premises shall not be a condition or contingency to this purchase option. City makes no warranty of any type, either express or implied, as to the physical condition of the Demised Premises (including, those improvements located thereon). City has no knowledge as to any uncorrected building or safety code violation. By exercising the purchase option, Palmer agrees to take the Demised Premises "AS-IS". Palmer expressly waives any claims against City for any unknown defects or other damages which may exist or be discovered by Palmer.
- h. **Financing Disclaimer.** The parties acknowledge that speculation of availability of financing or assumption of existing loans towards the purchase of the Demised Premises is impossible to predict. Therefore, the parties agree that these items shall not be a condition of performance of this purchase option, and the parties agree they have not relied upon any representation or warranties by either party.
- i. **Closing.** In the event that the purchase option is validly exercised, the Standards for Real Estate Transactions set forth on the form contract approved by The Florida Bar and The Florida Association of Realtors, Inc., attached hereto as **Exhibit "A"** shall control. In the event of a conflict between the terms of this Agreement and the terms contained in **Exhibit "A,"** the terms contained in this Agreement shall control.
 - (1) **Location.** Closing shall take place in Volusia County, Florida, at a location mutually agreed upon by the parties.
 - (2) **Costs.** Palmer shall pay all closing costs including, document preparation costs and Florida documentary tax stamps.
 - (3) **Fees.** Palmer has not utilized the services of a Florida Real Estate Broker for this purchase option. Both parties acknowledge that Palmer shall be responsible for the payment of any brokerage fee incurred for the transfer of the Demised Premises. Palmer shall be responsible for any appraisal reports it order, and fees incurred for independent review of this Agreement.
 - (4) **Taxes and Assessments.** Palmer agrees to pay before delinquency all taxes and assessments, if any, which may be due currently or may hereafter become due on the Demised Premises until and including the day of closing.
 - (5) **Title Insurance.** City shall provide to Palmer owner's title insurance.

7. A new Paragraph 33 shall be added to the Lease Agreement, as amended, which shall read as follows:

32.. **Right of First Refusal.** If and in the event that Palmer exercises its purchase option in accordance with Section 31 above, and subsequently seeks to sell or transfer the Demised Premises, it shall first offer the City the right of first refusal. This offer shall be made in writing to the City Manager, and shall be at the price which Palmer paid the City for the Demised Premises plus a two percent (2%) per year increase, if the offer is made within the first ten (10) years after the transfer from the City to Palmer, or the Fair Market Value ("FMV") if the offer is made anytime thereafter. The FMV shall be established by two (2) MAI appraisers – one shall be selected and paid by the City, and the other by Palmer. The FMV shall be the average of the two appraisals. If the two appraisals vary by more than ten percent (10%), then a third appraiser shall be employed selected by agreement of the two initial appraisers and the average of the two closest appraisals shall be the FMV. The City shall have seventy-five (75) days in which to accept this offer and thereafter the City shall have no further right to acquire the Demised Premises pursuant to this Lease Agreement, as amended. This repurchase option shall be at the sole discretion of the City Council of the City.

8. This Second Addendum to Third Amendment and Restatement of Lease Agreement shall become effective as of the date signed by all Parties.

9. All other terms and conditions of the Lease Agreement, as amended, shall remain in full force and effect.

10. This Second Addendum to Third Amendment and Restatement of Lease Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original but all of which together shall constitute one and the same instrument. The delivery by facsimile of an executed copy of this Second Addendum to Third Amendment of Lease Agreement shall be deemed valid as if an original signature was delivered.

[REMAINDER OF PAGE LEFT BLANK]

IN WITNESS WHEREOF, the Parties hereto have signed, sealed, and delivered this Second Addendum to Third Amendment and Restatement of Lease Agreement on the day and year stated hereinafter.

LANDLORD:
CITY OF PORT ORANGE, FLORIDA

Witness

By: _____
Donald O. Burnette, Mayor

Witness

Witness

Attest: _____
Robin L. Fenwick, CMC, City Clerk

Witness

Date Signed: _____, 2017

Corporate Seal

STATE OF FLORIDA
COUNTY OF VOLUSIA

The foregoing instrument was acknowledged before me this _____ day of _____, 2017 by Donald O. Burnette, the Mayor, duly authorized to execute the foregoing Second Addendum to Third Amendment and Restatement of Lease Agreement, on behalf of the **CITY OF PORT ORANGE, FLORIDA**, a chartered municipal corporation, and who [] is personally known to me, or [] has produced _____ as identification.

(Seal)

Notary Public, State of Florida at Large
Printed name, commission and expiration:

STATE OF FLORIDA
COUNTY OF VOLUSIA

The foregoing instrument was acknowledged before me this _____ day of _____, 2017 by Robin L. Fenwick, the City Clerk, duly authorized to execute the foregoing Second Addendum to Third Amendment and Restatement of Lease Agreement, on behalf of the **CITY OF PORT ORANGE, FLORIDA**, a chartered municipal corporation, and who [] is personally known to me, or [] has produced _____ as identification.

(Seal)

Notary Public, State of Florida at Large
Printed name, commission and expiration:

TENANT:
PALMER COLLEGE FOUNDATION, INC., AN
IOWA NOT-FOR-PROFIT CORPORATION, D/B/A
PALMER COLLEGE OF CHIROPRACTIC,
FLORIDA

Witness

By: _____
Aaron Christopher, PhD CPA, Treasurer and
Vice Chancellor for Administration

Witness

Date Signed: _____, 2017

Corporate Seal

STATE OF IOWA
COUNTY OF SCOTT

The foregoing instrument was acknowledged before me this ____ day of _____, 2017, by Aaron Christopher, PhD CPA, Treasurer and Vice Chancellor for Administration and being duly authorized to execute the foregoing Second Addendum to Third Amendment and Restatement of Lease Agreement on behalf of Palmer College Foundation, Inc., an Iowa not-for-profit corporation, d/b/a Palmer College of Chiropractic, Florida, and who [] is personally known to me, or [] has produced _____ as identification.

(Seal)

Notary Public, State of Iowa at Large
Printed name, commission and expiration:



CITY COUNCIL AGENDA ITEM

REQUESTED COUNCIL MEETING DATE 10/03/2017

Consent item: Yes

SUBJECT: (B8) Major Special Event Request – First Turn Steakhouse & Lounge – 5236, 5204, & 5164 South Ridgewood Avenue

DEPARTMENT: Community Development

GOAL: N/A

RECOMMENDED MOTION: Move to approve the four-day (4) Special Event request for The First Turn Steakhouse & Lounge located at 5236 South Ridgewood Avenue, 5204 South Ridgewood Avenue, and 5164 South Ridgewood Avenue subject to the conditions outlined in the attached report.

SUMMARY: Mr. Rick Hilliard, owner of The First Turn Steakhouse & Lounge, requests approval of a Special Event to be held during Biketoberfest 2017. The proposed event is planned for a four (4) day period from Thursday, October 19, through Sunday, October 22, 2017. The proposed hours for the event are from 11:00 a.m. until 2:00 a.m., daily with outside music ending at 10:00 p.m. This will be the second Special Event for The First Turn Steakhouse & Lounge in 2017.

The dates of Biketoberfest as recognized by the Daytona Regional Chamber of Commerce are Thursday, October 19, 2017, through Sunday October 22, 2017.

Mr. Hilliard has requested the waiver of the surety bond due to past good performance in clean-up after previous events. The cost of the surety bond is determined by City Council as outlined in Chapter 58, Article III of the City of Port Orange Code of Ordinances, and has generally been set at \$250.00 when required for past events. City Council has required staff to secure payment of the surety bond in recent years and the staff conditions require it. If City Council prefers to waive the surety bond, the conditions would need to be modified. Staff is not aware of any issues during recent events at The First Turn Lounge.

Project No.: Funding Account No.:

ATTACHMENTS:

1.	Staff Report	Staff Report - First Turn - Biketoberfest'17.pdf
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Amanda Bonin
Wayne Clark
Thomas Grimaldi

Created/Initiated - 09/08/2017
Approved - 09/08/2017
Approved - 09/14/2017

Jake Johansson
Robin Fenwick

Approved - 09/14/2017
Final Approval - 09/18/2017



STAFF REPORT

Major Special Event Request

REQUEST: Major Special Event – Biketoberfest 2017

OWNER/APPLICANT: Rick Hilliard

EVENT LOCATION: First Turn Steakhouse and Lounge – 5236 S. Ridgewood Ave., 5204 S. Ridgewood Ave., and 5164 S. Ridgewood Ave.

STAFF CONTACT: Amanda Bonin, Code Enforcement Officer

CITY COUNCIL DATE: October 3, 2017

INTRODUCTION:

Mr. Rick Hilliard, owner of The First Turn Steakhouse & Lounge, requests approval of a Special Event to be held during Biketoberfest 2017. The proposed event is planned for a four (4) day period from Thursday, October 19, through Sunday, October 22, 2017. The proposed hours for the event are from 11:00 a.m. until 2:00 a.m., daily with outside music ending at 10:00 p.m. This will be the second Special Event for The First Turn Steakhouse & Lounge in 2017. The event is planned for the property currently occupied by First Turn Steakhouse & Lounge at 5236 South Ridgewood Avenue, 5204 S. Ridgewood Avenue, and 5164 S. Ridgewood Avenue.

CASE BACKGROUND:

Normal operations of First Turn Steakhouse & Lounge will continue. Twelve (12) vendors have been requested and may be in place throughout the site. Vendors are required to obtain a Temporary Merchant License from the City for \$250 to participate in this event. The outdoor activities for this event, intended to target the crowd attending Biketoberfest 2017, include the sale of T-shirts, leather, bike accessories, food, and alcohol. Other outside activities proposed for the event include live outdoor music until 10:00 p.m., daily. Six (6) Port-o-let facilities are proposed for the event, along with private security provided by the Bar. The proposed event activities have been consistent for at least the past decade.

Chapter 42, Article IV, Noise Regulations, Section 42-80. General Restrictions of the City of Port Orange Code of Ordinances describe the acceptable sound level limit dBA. It shall be the responsibility of the permit holder to monitor for noise violations. First Turn Steakhouse &

Lounge shall take care in the placement of speakers for amplified music by adjusting them away from residential areas.

A warning may be issued and if not corrected or the violation recurs, the Special Event may be terminated. All previous noise violations will be taken into account before permitting future events. Based on the City Council's previous approvals for Bike Week, it is staffs' understanding that all outdoor music shall cease by 10:00 p.m.

DISCUSSION/ANALYSIS:

The subject proposal has been reviewed by the Police, Fire, Public Works and Community Development departments.

This event is being held in conjunction with the community-wide special event, Biketoberfest 2017, with recognized dates Thursday, October 19, 2017 through Sunday, October 22, 2017. This is the second Special Event for First Turn Steakhouse & Lounge in 2017.

Port Orange Code of Ordinances prohibits the serving of alcohol outdoors and indoors past 2:00 a.m.

CODE VIOLATIONS:

There were no apparent code violations at the time of pre-inspection.

SPECIAL NOTES:

Mr. Hilliard has requested the waiver of the surety bond due to past good performance in clean-up after previous events. The cost of the surety bond is determined by City Council as outlined in Chapter 58, Article III of the City of Port Orange Code of Ordinances, and has generally been set at \$250.00 when required for past events. City Council has required staff to secure payment of the surety bond in recent years and the staff conditions require it. **If City Council prefers to waive the surety bond, the conditions would need to be modified.** Staff is not aware of any issues during recent events at The First Turn Lounge.

Staff recommends approval of First Turn Steakhouse & Lounge Special Event request, subject to the following conditions:

1. Hours for the event shall be from 11:00 a.m. to 2:00 a.m. First Turn Steakhouse & Lounge also shall not serve alcohol indoors or outdoors past 2:00 a.m., as required by *Port Orange Code of Ordinances*.
2. Where fences are required to delineate outdoor alcohol serving areas, as well as parking areas for automobiles, motorcycles and the handicapped, a four (4)-foot high orange construction fence shall be erected to enclose the event area. All fencing must be in place prior to the site inspection for the event.
3. All outdoor cooking equipment involving liquefied petroleum gas and/or storage cylinders shall comply with *NFPA #58 Liquefied Petroleum Gas Code* and be approved by the Fire Marshal.

4. A copy of First Turn Steakhouse & Lounge's liquor license for outdoor sales of alcohol during this event shall be obtained from the Department of Business and Professional Regulation, Division of Alcoholic Beverages and Tobacco, prior to the event.
5. First Turn Steakhouse & Lounge shall be responsible for all participating vendors with respect to any permit conditions or compliance with applicable state, county and city laws, rules, regulations, codes and ordinances. Therefore, First Turn Steakhouse & Lounge must screen all participating vendors to ensure compliance with but not limited to the following:
 - a. *Article VI, Chapter 18, Port Orange Code of Ordinances*, relating to peddlers and transient merchants.
 - b. Temporary event permits issued by the Department of Business and Professional Regulation, Division of Hotels and Restaurants for all food vendors.
 - c. Required liquor license for a temporary event shall be obtained from the Department of Business and Professional Regulation, Division of Alcoholic Beverages and Tobacco.
 - d. Coordination with the Port Orange Police Department, Volusia County and/or the Florida Department of Transportation with respect to traffic control devices or plans.
 - e. Provisions and Standards of the City's *Body Art Ordinance*.
 - f. Provisions and Standards of the City's *Sexually Oriented Businesses Code*.
 - g. *Special Event Fee Resolution* establishing Temporary Merchant Fee.
6. Tents or canopies being used in association with this event shall comply with the requirements set forth in *NFPA 101 Chapter 11.11 (Tents) Standards for Tents and Membrane Structures*. Tents or canopies cannot be erected more than forty-eight (48) hours prior to the event, and must be removed within twenty-four (24) hours after the duration of the event. All tents/canopies must maintain at least two (2) exit ways in an unobstructed fashion to allow for a continuous path of travel.
7. If any outdoor lighting or other structural features are to be installed in association with this event, First Turn Steakhouse & Lounge shall obtain the proper Building Permits from the Community Development Department. Such lighting must be a minimum of twenty (20) foot candles to provide a safe environment at night.
8. Temporary electrical wiring shall be installed by a certified electrician and shall comply with Article 590 of the current adopted *NFPA #70 National Electrical Code*. This includes (F) Lamp protection. Any temporary lamps shall be protected from accidental contact or breakage by a suitable fixture or lamp holder with a guard.

9. Fire extinguishers shall be provided as outlined in accordance with the *NFPA #10, Standard for Portable Fire Extinguishers*.
10. All exits and means of egress shall remain accessible and unobstructed and it shall be the responsibility of First Turn Steakhouse & Lounge to maintain access for emergency vehicles.
11. First Turn Steakhouse & Lounge shall provide six (6) port-o-let facilities, with three (3) for females and three (3) for males during the event. A minimum of five percent (5%) of the portable toilets, but no less than one (1) shall comply with *Section 603 of FBCA as required per Section 213.2 FBCA for handicapped-accessible facilities*.
12. All areas being used for this special event shall be handicapped-accessible. Handicapped parking is to remain open and accessible for this event.
13. Tripping hazards shall be removed or isolated from pedestrian traffic. Vehicle areas, including parking, shall be physically separated from pedestrian areas.
14. Based on the City Council's previous approvals for Biketoberfest, it is staff's understanding that all outdoor music shall cease by 10:00 p.m. First Turn Steakhouse & Lounge shall take care in the placement of speakers for amplified music by adjusting them away from residential areas.
15. If there are calls for police service, or if security threats develop, the Police Department may require additional officers to provide security for this event. The additional officers will be hired at the expense of First Turn Steakhouse & Lounge at the rate of \$40.00 per hour with a minimum of three hours.
16. First Turn Steakhouse & Lounge shall hire a police officer to cross pedestrians and monitor congestion during periods of heavy traffic flow, if an event traffic plan is in operation. The anticipated dates, times, and charges for such detail and traffic control devices will be agreed upon by The First Turn and the Police Department and paid to the City prior to issuance of the permit.
17. The City's *Code of Ordinances* prohibits the exposure of any sexual organs at commercial establishments that serve alcoholic beverages. Furthermore, *Florida Statutes* prohibit any type of public nudity at such an event.
18. A temporary sign permit shall be required for the one (1) banner permitted for this event.
19. No trees shall be removed and care shall be taken to protect landscaped areas.
20. First Turn Steakhouse & Lounge shall contact the Community Development Department to schedule an inspection of the property prior to the start of the event to ensure that the construction fence and any canopies or tents are well secured, and that all other safety measures are in place.

21. Any disturbance of public right-of-way shall be the sole responsibility of First Turn Steakhouse & Lounge.
22. It is First Turn Steakhouse & Lounges' responsibility to contact the Community Development Department for an inspection of debris removal within 48 hours after the event.
23. No more than the requested twelve (12) vendors shall be on this site.
24. First Turn Steakhouse & Lounge shall comply with the approved maximum capacity occupancy requirements within the confines of the facility.
25. Camping on premises prohibited by code; includes, but not limited to, tents, motor homes, travel trailers, or other vehicles.
26. The \$250.00 surety bond must be paid in full before the issuance of the permit.
27. 5204 Ridgewood Avenue is not incorporated in the alcoholic beverages license for The First Turn Steakhouse nor is 5164 Ridgewood Avenue. These properties are only used for additional parking. Signs stating "No Alcoholic Beverages Beyond This Point" shall be placed between 5204 and 5236 Ridgewood Avenue.

DISTRIBUTION LIST

Beau Gardner, Fire Marshall
Thomas Grimaldi, Police Chief
Sgt. Steven Braddock, Police Dept.
Marvin Dryden, Building Official
Gwen Perney, Planner
Lynn Stevens, Interim Public Works Director
James Buttrum, Operations Manager
Sue Lovallo, Parks & Recreation Director
File



CITY COUNCIL AGENDA ITEM

REQUESTED COUNCIL MEETING DATE 10/03/2017

Consent item: Yes

SUBJECT: (B9) Major Special Event Request - The Last Resort Bar - 5812 South Ridgewood Avenue

DEPARTMENT: Community Development

GOAL: N/A

RECOMMENDED MOTION: Move to approve the seven-day (7) Special Event request for The Last Resort Bar located at 5812 South Ridgewood Avenue, subject to the conditions outlined in the attached report.

SUMMARY: Mr. Al Bulling, owner of The Last Resort Bar, requests approval of a Special Event to be held during Biketoberfest 2017. The proposed event is planned for a seven (7) day period from Monday, October 16, through Sunday, October 22, 2017. The proposed hours for the event are from 11:00 a.m. until 10:00 p.m., daily. This will be the first Special Event for The Last Resort Bar in 2017.

The dates of Biketoberfest as recognized by the Daytona Regional Chamber of Commerce are Thursday, October 19, 2017, through Sunday October 22, 2017.

Mr. Bulling is requesting three (3) additional days (October 16-18, 2017) before the start of the recognized dates for Biketoberfest 2017.

Mr. Bulling is requesting a time extension for outside music on the last Friday and Saturday night of the event. If the Council grants this extension, outside music would cease at 11:00 p.m. City Council has not approved this extension for past events, and the attached conditions do not permit the extra hour.

Mr. Bulling has requested the waiver of the surety bond due to past good performance in clean-up after previous events. The cost of the surety bond is determined by City Council as outlined in Chapter 58, Article III of the City of Port Orange Code of Ordinances, and has generally been set at \$250.00 when required for past events. City Council has required staff to secure payment of the surety bond in recent years and the staff conditions require it. If City Council prefers to waive the surety bond, the conditions would need to be modified.

Project No.: Funding Account No.:

ATTACHMENTS:

1.	Staff Report	Staff Report - Last Resort - Biketoberfest 2017.pdf
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Amanda Bonin	Created/Initiated - 09/08/2017
Wayne Clark	Approved - 09/08/2017
Thomas Grimaldi	Approved - 09/14/2017
Jake Johansson	Approved - 09/14/2017
Robin Fenwick	Final Approval - 09/14/2017



STAFF REPORT

Major Special Event Request

REQUEST: Major Special Event – Biketoberfest 2017

OWNER/APPLICANT: Al Bulling

EVENT LOCATION: The Last Resort Bar - 5812 South Ridgewood Ave.

STAFF CONTACT: Amanda Bonin, Code Enforcement Officer

CITY COUNCIL DATE: October 3, 2017

INTRODUCTION:

Mr. Al Bulling, owner of The Last Resort Bar, requests approval of a Special Event to be held during Biketoberfest 2017. The proposed event is planned for a seven (7) day period from Monday, October 16, through Sunday, October 22, 2017. The proposed hours for the event are from 11:00 a.m. until 10:00 p.m., daily. This will be the first Special Event for The Last Resort Bar in 2017. The event is planned for the property currently occupied by The Last Resort Bar at 5812 South Ridgewood Avenue.

CASE BACKGROUND:

Normal operations of The Last Resort Bar will continue. Twenty (20) vendors have been requested and may be in place throughout the site. Vendors are required to obtain a Temporary Merchant License from the City for \$250 to participate in this event. The outdoor activities for this event, intended to target the crowd attending Biketoberfest 2017, include the sale of T-shirts, leather, bike accessories, food, and alcohol along with private security provided by the bar.

Chapter 42, Article IV. Noise Regulations, Section 42-80. General Restrictions of the *City of Port Orange Code of Ordinances* describe the acceptable sound level limit dBA. It shall be the responsibility of the permit holder to monitor for noise violations. The Last Resort Bar shall take care in the placement of speakers for amplified music by adjusting them away from residential areas.

A warning may be issued and if not corrected or the violation recurs, the Special Event may be terminated. All previous noise violations will be taken into account before permitting future events. Based on the City Council's previous approvals for Biketoberfest, it is staffs' understanding that all outdoor music shall cease by 10:00 p.m.

DISCUSSION/ANALYSIS:

The subject proposal has been reviewed by the Police, Fire, Public Works and Community Development departments.

This event is being held in conjunction with the community-wide special event, Biketoberfest 2017, with recognized dates Thursday, October 19, through Sunday, October 22, 2017. This is the first Special Event for The Last Resort Bar in 2017.

Port Orange Code of Ordinances prohibits the serving of alcohol outdoors and indoors past 2:00 a.m.

ADDITIONAL REQUESTS:

Mr. Bulling is requesting three (3) additional days (October 16-18, 2017) before the start of the recognized dates for Biketoberfest 2017.

Mr. Bulling is requesting a time extension for outside music on the last Friday and Saturday night of the event. If the Council grants this extension, outside music would cease at 11:00 p.m. City Council has not approved this extension for past events, and **the attached conditions do not permit the extra hour.**

CODE VIOLATIONS:

There were no apparent code violations at the time of pre-inspection.

SPECIAL NOTES:

Mr. Bulling has requested the waiver of the surety bond due to past good performance in clean-up after previous events. The cost of the surety bond is determined by City Council as outlined in Chapter 58, Article III of the City of Port Orange Code of Ordinances, and has generally been set at \$250.00 when required for past events. City Council has required staff to secure payment of the surety bond in recent years and the staff conditions require it. **If City Council prefers to waive the surety bond, the conditions would need to be modified.**

Staff recommends approval of The Last Resort Bar Special Event request, subject to the following conditions:

1. Hours for the event shall be from 11:00 a.m. to 10:00 p.m. The Last Resort Bar also shall not serve alcohol indoors or outdoors past 2:00 a.m., as required by *Port Orange Code of Ordinances*.
2. Where fences are required to delineate outdoor alcohol serving areas, as well as parking areas for automobiles, motorcycles and the handicapped, a four (4)-foot high orange construction fence shall be erected to enclose the event area. All fencing must be in place prior to the site inspection for the event.
3. All outdoor cooking equipment involving liquefied petroleum gas and/or storage cylinders shall comply with *NFPA #58 Liquefied Petroleum Gas Code* and be approved by the Fire Marshal.

4. A copy of The Last Resort Bar's liquor license for outdoor sales of alcohol during this event shall be obtained from the Department of Business and Professional Regulation, Division of Alcoholic Beverages and Tobacco, prior to the event.
5. The Last Resort Bar shall be responsible for all participating vendors with respect to any permit conditions or compliance with applicable state, county and city laws, rules, regulations, codes and ordinances. Therefore, The Last Resort Bar must screen all participating vendors to ensure compliance with but not limited to the following:
 - a. *Article VI, Chapter 18, Port Orange Code of Ordinances*, relating to peddlers and transient merchants.
 - b. Temporary event permits issued by the Department of Business and Professional Regulation, Division of Hotels and Restaurants for all food vendors.
 - c. Required liquor license for a temporary event shall be obtained from the Department of Business and Professional Regulation, Division of Alcoholic Beverages and Tobacco.
 - d. Coordination with the Port Orange Police Department, Volusia County and/or the Florida Department of Transportation with respect to traffic control devices or plans.
 - e. Provisions and Standards of the City's *Body Art Ordinance*.
 - f. Provisions and Standards of the City's *Sexually Oriented Businesses Code*.
 - g. *Special Event Fee Resolution* establishing Temporary Merchant Fee.
6. Tents or canopies being used in association with this event shall comply with the requirements set forth in *NFPA 101 Chapter 11.11 (Tents) Standards for Tents and Membrane Structures*. Tents or canopies cannot be erected more than forty-eight (48) hours prior to the event, and must be removed within twenty-four (24) hours after the duration of the event. All tents/canopies must maintain at least two (2) exit ways in an unobstructed fashion to allow for a continuous path of travel.
7. If any outdoor lighting or other structural features are to be installed in association with this event, The Last Resort Bar shall obtain the proper Building Permits from the Community Development Department. Such lighting must be a minimum of twenty (20) foot candles to provide a safe environment at night.
8. Temporary electrical wiring shall be installed by a certified electrician and shall comply with Article 590 of the current adopted *NFPA #70 National Electrical Code*. This includes

(F) Lamp protection. Any temporary lamps shall be protected from accidental contact or breakage by a suitable fixture or lamp holder with a guard.

9. Fire extinguishers shall be provided as outlined in accordance with the *NFPA #10, Standard for Portable Fire Extinguishers*.
10. All exits and means of egress shall remain accessible and unobstructed and it shall be the responsibility of The Last Resort Bar to maintain access for emergency vehicles.
11. The Last Resort Bar shall provide two (2) port-o-let facilities, with one (1) for females and one (1) for males during the event. *A minimum of five percent (5%) of the portable toilets, but no less than one (1), shall comply with Section 603 of FBCA as required per Section 213.2 FBCA for handicapped-accessible facilities.*
12. All areas being used for this special event shall be handicapped-accessible. Handicapped parking is to remain open and accessible for this event.
13. Tripping hazards shall be removed or isolated from pedestrian traffic. Vehicle areas, including parking, shall be physically separated from pedestrian areas.
14. Based on the City Council's previous approvals for Biketoberfest, it is staff's understanding that all outdoor music shall cease by 10:00 p.m. The Last Resort Bar shall take care in the placement of speakers for amplified music by adjusting them away from residential areas.
15. If there are calls for police service, or if security threats develop, the Police Department shall require additional officers to provide security for this event. The additional officers will be hired at the expense of The Last Resort Bar at the rate of \$40.00 per hour with a minimum of three hours.
16. The Last Resort Bar shall hire a police officer to cross pedestrians and monitor congestion during periods of heavy traffic flow, if an event traffic plan is in operation. The anticipated dates, times, and charges for such detail and traffic control devices will be agreed upon by The Last Resort and the Police Department and paid to the City prior to issuance of the permit.
17. The City's *Code of Ordinances* prohibits the exposure of any sexual organs at commercial establishments that serve alcoholic beverages. Furthermore, *Florida Statutes* prohibit any type of public nudity at such an event.
18. A temporary sign permit shall be required for the one (1) banner permitted for this event.
19. No trees shall be removed and care shall be taken to protect landscaped areas.
20. The Last Resort Bar shall contact the Community Development Department to schedule an inspection of the property prior to the start of the event to ensure that the

construction fence and any canopies or tents are well secured, and that all other safety measures are in place.

21. Any disturbance of public right-of-way shall be the sole responsibility of The Last Resort Bar.
22. It is The Last Resort Bars' responsibility to contact the Community Development Department for an inspection of debris removal within 48 hours after the event.
23. No more than the requested twenty (20) vendors shall be on this site.
24. The Last Resort Bar shall comply with the approved maximum capacity occupancy requirements within the confines of the facility.
25. Camping on premises prohibited by code; includes, but not limited to, tents, motor homes, travel trailers, or other vehicles.
26. The \$250.00 surety bond must be paid in full before issuance of permit.

DISTRIBUTION LIST

Beau Gardner, Fire Marshall
Thomas Grimaldi, Police Chief
Sgt. Steven Braddock, Police Dept.
Marvin Dryden, Building Official
Gwen Perney, Planner
Lynn Stevens, Interim Public Works Director
James Buttrum, Operations Manager
Sue Lovallo, Parks & Recreation Director
File



CITY COUNCIL AGENDA ITEM

REQUESTED COUNCIL MEETING DATE 10/03/2017

Consent item: Yes

SUBJECT: (B10) Major Special Event Request - Winner's Pub - 5934 South Ridgewood Avenue

DEPARTMENT: Community Development

GOAL: N/A

RECOMMENDED MOTION: Move to approve the four-day (4) Special Event request for Winner's Pub located at 5934 South Ridgewood Avenue, subject to the conditions outlined in the attached report.

SUMMARY:

Mr. Jeffrey Hayes, new owner of Winner's Pub, requests approval of a Special Event to be held during Biketoberfest 2017. The proposed event is planned for a four (4) day period from Thursday, October 16, through Sunday, October 22, 2017. The proposed hours for the event are from 8:00 a.m. until 12:00 a.m., daily with outside music ending at 10:00 p.m. This will be the first Special Event for Winner's Pub in 2017.

The dates of Biketoberfest as recognized by the Daytona Regional Chamber of Commerce are Thursday, October 16, 2017, through Sunday October 22, 2017.

The cost of the surety bond is determined by City Council as outlined in Chapter 58, Article III of the City of Port Orange Code of Ordinances, and has generally been set at \$250.00 when required for past events. City Council has required staff to secure payment of the surety bond in recent years and the staff conditions require it. If City Council prefers to waive the surety bond, the conditions would need to be modified. Staff is not aware of any issues during recent events at Winner's Pub.

Project No.: Funding Account No.:

ATTACHMENTS:

1.	Staff Report	Staff Report - Winners Pub - Biketoberfest 2017.pdf
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Amanda Bonin
Wayne Clark
Thomas Grimaldi
Jake Johansson
Robin Fenwick

Created/Initiated - 09/08/2017
Approved - 09/08/2017
Approved - 09/14/2017
Approved - 09/14/2017
Final Approval - 09/18/2017



STAFF REPORT

Major Special Event Request

REQUEST: Major Special Event – Biketoberfest 2017

OWNER/APPLICANT: Jeffrey Hayes

EVENT LOCATION: Winner’s Pub - 5934 South Ridgewood Ave.

STAFF CONTACT: Amanda Bonin, Code Enforcement Officer

CITY COUNCIL DATE: October 3, 2017

INTRODUCTION:

Mr. Hayes, new owner of Winner’s Pub, 5934 South Ridgewood Avenue, requests approval for a Special Event to be held during Biketoberfest 2017. The proposed event is planned for a four (4) day period from Thursday, October 16, through Sunday, October 22, 2017. The requested hours for the event are from 8:00 a.m. to 12:00 a.m., daily with outside music ending at 10:00 p.m. This will be the first special event for Winner’s Pub in 2017. The event is planned for the property currently occupied by Winner’s Pub at 5934 South Ridgewood Avenue.

CASE BACKGROUND:

Normal operations of Winner’s Pub will continue. Six (6) vendors have been requested and may be in place throughout the site. Vendors are required to obtain a Temporary Merchant License from the City for \$250 to participate in this event. The outdoor activities for this event, intended to target the crowd attending Biketoberfest 2017, include the sale of T-shirts, leather, bike accessories, food, and alcohol along with private security provided by the bar.

Chapter 42, Article IV. Noise Regulations, Section 42-80. General Restrictions of the City of Port Orange Code of Ordinances describe the acceptable sound level limit dBA. It shall be the responsibility of the permit holder to monitor for noise violations. Winner’s Pub shall take care in the placement of speakers for amplified music by adjusting them away from residential areas.

A warning may be issued and if not corrected or the violation recurs, the Special Event may be terminated. All previous noise violations will be taken into account before permitting future events. Based on the City Council’s previous approvals for Biketoberfest, it is staffs’ understanding that all outdoor music shall cease by 10:00 p.m.

DISCUSSION/ANALYSIS:

The subject proposal has been reviewed by the Police, Fire, Public Works and Community Development departments.

This event is being held in conjunction with the community-wide special event, Biketoberfest 2017, with recognized dates Thursday, October 16 , through Sunday, October 22, 2017. This is the first Special Event for Winner's Pub in 2017.

Port Orange Code of Ordinances prohibits the serving of alcohol outdoors and indoors past 2:00 a.m.

CODE VIOLATIONS:

There were no apparent code violations at the time of pre-inspection.

SPECIAL NOTES:

The cost of the surety bond is determined by City Council as outlined in Chapter 58, Article III of the City of Port Orange Code of Ordinances, and has generally been set at \$250.00 when required for past events. City Council has required staff to secure payment of the surety bond in recent years and the staff conditions require it. **If City Council prefers to waive the surety bond, the conditions would need to be modified.**

Staff recommends approval of Winner's Pub Special Event request, subject to the following conditions:

1. Hours for the event shall be from 8:00 a.m. to 12:00 a.m. with outside music ending at 10:00 p.m. Winner's Pub also shall not serve alcohol indoors or outdoors past 2:00 a.m., as required by *Port Orange Code of Ordinances*.
2. Where fences are required to delineate outdoor alcohol serving areas, as well as parking areas for automobiles, motorcycles and the handicapped, a four (4)-foot high orange construction fence shall be erected to enclose the event area. All fencing must be in place prior to the site inspection for the event.
3. All outdoor cooking equipment involving liquefied petroleum gas and/or storage cylinders shall comply with *NFPA #58 Liquefied Petroleum Gas Code* and be approved by the Fire Marshal.
4. A copy of Winner's Pub liquor license for outdoor sales of alcohol during this event shall be obtained from the Department of Business and Professional Regulation, Division of Alcoholic Beverages and Tobacco, prior to the event.
5. Winner's Pub shall be responsible for all participating vendors with respect to any permit conditions or compliance with applicable state, county and city laws, rules, regulations, codes and ordinances. Therefore, Winner's Pub must screen all participating vendors to ensure compliance with but not limited to the following:

- a. *Article VI, Chapter 18, Port Orange Code of Ordinances*, relating to peddlers and transient merchants.
 - b. Temporary event permits issued by the Department of Business and Professional Regulation, Division of Hotels and Restaurants for all food vendors.
 - c. Required liquor license for a temporary event shall be obtained from the Department of Business and Professional Regulation, Division of Alcoholic Beverages and Tobacco.
 - d. Coordination with the Port Orange Police Department, Volusia County and/or the Florida Department of Transportation with respect to traffic control devices or plans.
 - e. Provisions and Standards of the City's *Body Art Ordinance*.
 - f. Provisions and Standards of the City's *Sexually Oriented Businesses Code*.
 - g. *Special Event Fee Resolution* establishing Temporary Merchant Fee.
6. Tents or canopies being used in association with this event shall comply with the requirements set forth in *NFPA 101 Chapter 11.11 (Tents) Standards for Tents and Membrane Structures*. Tents or canopies cannot be erected more than forty-eight (48) hours prior to the event, and must be removed within twenty-four (24) hours after the duration of the event. All tents/canopies must maintain at least two (2) exit ways in an unobstructed fashion to allow for a continuous path of travel.
 7. If any outdoor lighting or other structural features are to be installed in association with this event, Winner's Pub shall obtain the proper Building Permits from the Community Development Department. Such lighting must be a minimum of twenty (20) foot candles to provide a safe environment at night.
 8. Temporary electrical wiring shall be installed by a certified electrician and shall comply with Article 590 of the current adopted *NFPA #70 National Electrical Code*. This includes (F) Lamp protection. Any temporary lamps shall be protected from accidental contact or breakage by a suitable fixture or lamp holder with a guard.
 9. Fire extinguishers shall be provided as outlined in accordance with the *NFPA #10, Standard for Portable Fire Extinguishers*.
 10. All exits and means of egress shall remain accessible and unobstructed and it shall be the responsibility of Winner's Pub to maintain access for emergency vehicles.

11. Winner's Pub shall provide two (2) port-o-let facilities, with one (1) for females and one (1) for males during the event. *A minimum of five percent (5%) of the portable toilets, but no less than one (1), shall comply with Section 603 of FBCA as required per Section 213.2 FBCA for handicapped-accessible facilities.*
12. All areas being used for this special event shall be handicapped-accessible. Handicapped parking is to remain open and accessible for this event.
13. Tripping hazards shall be removed or isolated from pedestrian traffic. Vehicle areas, including parking, shall be physically separated from pedestrian areas.
14. Based on the City Council's previous approvals for Biketoberfest, it is staff's understanding that all outdoor music shall cease by 10:00 p.m. Winner's Pub shall take care in the placement of speakers for amplified music by adjusting them away from residential areas.
15. If there are calls for police service, or if security threats develop, the Police Department shall require additional officers to provide security for this event. The additional officers will be hired at the expense of Winner's Pub at the rate of \$40.00 per hour with a minimum of three hours.
16. Winner's Pub shall hire a police officer to cross pedestrians and monitor congestion during periods of heavy traffic flow, if an event traffic plan is in operation. The anticipated dates, times, and charges for such detail and traffic control devices will be agreed upon by Winner's Pub and the Police Department and paid to the City prior to issuance of the permit.
17. The City's *Code of Ordinances* prohibits the exposure of any sexual organs at commercial establishments that serve alcoholic beverages. Furthermore, *Florida Statutes* prohibit any type of public nudity at such an event.
18. A temporary sign permit shall be required for the one (1) banner permitted for this event.
19. No trees shall be removed and care shall be taken to protect landscaped areas.
20. Winner's Pub shall contact the Community Development Department to schedule an inspection of the property prior to the start of the event to ensure that the construction fence and any canopies or tents are well secured, and that all other safety measures are in place.
21. Any disturbance of public right-of-way shall be the sole responsibility of Winner's Pub.
22. It is Winner's Pubs' responsibility to contact the Community Development Department for an inspection of debris removal within 48 hours after the event.
23. No more than the requested six (6) vendors shall be on this site.

24. Winner's Pub shall comply with the approved maximum capacity occupancy requirements within the confines of the facility.
25. Camping on premises prohibited by code; includes, but not limited to, tents, motor homes, travel trailers, or other vehicles.
26. The \$250.00 surety bond must be paid in full before issuance of permit.

DISTRIBUTION LIST

Beau Gardner, Fire Marshall
Thomas Grimaldi, Police Chief
Sgt. Steven Braddock, Police Dept.
Marvin Dryden, Building Official
Gwen Perney, Planner
Lynn Stevens, Interim Public Works Director
James Buttrum, Operations Manager
Sue Lovallo, Parks & Recreation Director
File



CITY COUNCIL AGENDA ITEM

REQUESTED COUNCIL MEETING DATE 10/03/2017

Consent item: Yes

SUBJECT: (B11) Major Special Event Request – Lighthouse Loop Half Marathon & 5K @ the access road to Our Deck Down Under at 78 E. Dunlawton Avenue and Panhead's Pizzeria at 4085 Ridgewood Avenue.

DEPARTMENT: Community Development

GOAL: N/A

RECOMMENDED MOTION: Move to approve the Special Event for the Lighthouse Loop Half Marathon & 5K, subject to the conditions in the attached staff report.

SUMMARY: City staff has received a special event request from Donald Stoner, race director for the 6th Annual Lighthouse Loop Half Marathon and 5K. The proposed hours of the event are from 7:00 a.m. until 12:00 p.m. on October 29, 2017. The event is to raise money for the ten Volusia County High School athletic programs. The Lighthouse Loop Half Marathon race takes place in Port Orange, Daytona Beach Shores, and Ponce Inlet. The applicant has provided the approval from Daytona Beach Shores and Ponce Inlet to hold the event in their communities. The half marathon and 5k courses have been modified this year to address safety concerns from a prior event run by a different organization.

The course starts on the access road to Dunlawton near the Deck Down Under, 78 Dunlawton Avenue, at 7:00 a.m. Runners then head East on Dunlawton and turn South onto A1A. Running in the Southbound lane they follow A1A all the way to Lighthouse Point Park. Runners would then return North on Peninsula Drive and Cardinal Boulevard to Dunlawton Avenue heading West in the East bound lane. Runners would turn South onto Halifax Drive and finish at Panhead's Pizzeria parking lot.

The 5k course starts on Halifax Drive on the South side of Dunlawton near the access road to the Panhead's Pizzeria parking lot. Runners will head South on Halifax Drive for approximately 1.5 miles to the turnaround point at Niver St. They will then head back North to the finish line located on Halifax Drive at the access road to the Panhead's Pizzeria.

The ceremony will include designated areas for refreshments and buffet style food, a live DJ, and sponsor exhibit tents. There will be port-o-lets and trash receptacles on site for the ceremony events.

Additionally, the race director has requested that the surety bond fee be waived since this is a charitable/fundraising event and due to past good performance in clean-up after previous events. The cost of the surety bond is determined by the City Council as outlined in Chapter 58, Article III, of the City of Port Orange Code of Ordinances, and

has generally been set at \$250 when required. The surety bond was waived last year and as a result, staff conditions allow the waiver. Should Council choose to require the bond, the conditions will need to be revised.

The proposed event is structured in the same way as the prior events approved for the Lighthouse Loop Half Marathon and 5K and qualifies for the repeat event reduced application fee of \$150.

Project No.: Funding Account No.:

ATTACHMENTS:

1.	Staff Report	STAFF REPORT Lighthouse Loop Marathon 17'.pdf
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Amanda Bonin	Created/Initiated - 09/08/2017
Wayne Clark	Approved - 09/08/2017
Thomas Grimaldi	Approved - 09/14/2017
Jake Johansson	Approved - 09/14/2017
Robin Fenwick	Final Approval - 09/18/2017



STAFF REPORT

MAJOR SPECIAL EVENT REQUEST

REQUEST: Lighthouse Loop Half Marathon & 5K

APPLICANT: West Volusia Runners, Inc.

PROJECT LOCATION: Our Deck Down Under – 78 E. Dunlawton Avenue.
Panhead's Pizzeria – 4085 Ridgewood Avenue.

STAFF CONTACT: Amanda Bonin, Code Enforcement Officer

CITY COUNCIL DATE: October 3, 2017

INTRODUCTION:

City staff has received a special event request from Donald Stoner, race director for the 6th Annual Lighthouse Loop Half Marathon and 5K. The proposed hours of the event are from 7:00 a.m. until 12:00 p.m. on October 29, 2017. The event is to raise money for the ten Volusia County High School athletic programs. The Lighthouse Loop Half Marathon race takes place in Port Orange, Daytona Beach Shores, and Ponce Inlet. The applicant has provided the approval from Daytona Beach Shores and Ponce Inlet to hold the event in their communities. The half marathon and 5k courses have been modified this year to address safety concerns from a prior event run by a different organization.

The course starts on the access road to Dunlawton near the Deck Down Under, 78 Dunlawton Avenue, at 7:00 a.m. Runners then head East on Dunlawton and turn South onto A1A. Running in the Southbound lane they follow A1A all the way to Lighthouse Point Park. Runners would then return North on Peninsula Drive and Cardinal Boulevard to Dunlawton Avenue heading West in the East bound lane. Runners would turn South onto Halifax Drive and finish at Panhead's Pizzeria parking lot.

The 5k course starts on Halifax Drive on the South side of Dunlawton near the access road to the Panhead's Pizzeria parking lot. Runners will head South on Halifax Drive for approximately 1.5 miles to the turnaround point at Niver St. They will then head back North to the finish line located on Halifax Drive at the access road to the Panhead's Pizzeria.

The ceremony will include designated areas for refreshments and buffet style food, a live DJ, and sponsor exhibit tents. There will be port-o-lets and trash receptacles on site for the ceremony events.

BACKGROUND:

The subject proposal has been reviewed by the Police, Fire, Public Works, Parks and Recreation, and Community Development Departments. The race director has received estimates from the Police and Public Works departments for staff overtime costs to assist the event with traffic control, barriers and safety issues within the City of Port Orange.

CODE VIOLATIONS

There were no apparent code violations on any of the proposed sites at the time of pre-inspection.

SPECIAL NOTES

The race director has requested that the surety bond fee be waived since this is a charitable/fundraising event and due to past good performance in clean-up after previous events. The cost of the surety bond is determined by the City Council as outlined in Chapter 58, Article III, of the City of Port Orange Code of Ordinances, and has generally been set at \$250 when required. **The surety bond was waived last year and as a result, staff conditions allow the waiver. Should Council choose to require the bond, the conditions will need to be revised.**

The proposed event is structured in the same way as the prior events approved for the Lighthouse Loop Half Marathon and 5K and qualifies for the repeat event reduced application fee of \$150.

RECOMMENDATION

Staff recommends approval of the Lighthouse Loop Half Marathon subject to the following conditions:

1. Hours of the event shall be from 7:00 a.m. until 12:00 p.m.
2. Access shall be maintained for all emergency vehicles.
3. Applicant shall coordinate all vehicular traffic patterns and pedestrian concerns with the City of Port Orange Police Department and be responsible for any charges for Police services.
4. Event organizers are required to delineate the event area from the vehicular driving and parking area with cones, ropes and/or barricades where necessary.
5. All areas used for this function shall be handicapped-accessible. Handicapped parking is to remain open and accessible for the event.
6. A temporary sign permit shall be required for the one banner permitted for this event. Application shall be submitted at least two weeks prior to the event for permit approval.
7. All trash generated along the running route must be picked up and disposed of at the end of the event along with any debris at the event sites.
8. Amplified speaker systems must comply with the City noise ordinance (Code of Ordinances, Chapter 42, Article IV, Section 42 Noise regulations).



CITY COUNCIL AGENDA ITEM

REQUESTED COUNCIL MEETING DATE 10/03/2017

Consent item: Yes

SUBJECT: (B12) Major Special Event Request - Hold Fast Tattoo - 5153 South Ridgewood Avenue

DEPARTMENT: Community Development

GOAL: N/A

RECOMMENDED MOTION: Move to approve the Major Special Event request for Hold Fast Tattoo located at 5153 South Ridgewood Avenue subject to the conditions outlined in the attached report.

SUMMARY: Chris Norton, owner of Hold Fast Tattoo, requests approval of a Major Special Event to be held during Biketoberfest 2017. The proposed event is planned for a four (4) day period from Thursday, October 19, through Sunday, October 22, 2017. The proposed hours for the event are from 12:00 p.m. until 8:00 p.m. This will be the second Special Event for Hold Fast Tattoo in 2017. The event is planned for the property currently occupied by Hold Fast Tattoo at 5153 South Ridgewood Avenue.

Mr. Norton intends to hold a charitable event to include a bike show and live band on October 21, 2017, and a bike wash on October 19, 20, & 22, 2017. The applicant states that all proceeds and donations will be made to the American Cancer Society.

Mr. Norton has requested the waiver of the surety bond due to past good performance in clean-up after previous events. The cost of the surety bond is determined by City Council as outlined in Chapter 58, Article III of the City of Port Orange Code of Ordinances, and has generally been set at \$250.00 when required for past events. City Council has required staff to secure payment of the surety bond in recent years and the staff conditions require it. If City Council prefers to waive the surety bond, the conditions would need to be modified.

Project No.: Funding Account No.:

ATTACHMENTS:

1.	Staff Report	Staff Report - Hold Fast- Biketoberfest 2017.pdf
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Amanda Bonin
Wayne Clark
Thomas Grimaldi
Jake Johansson

Created/Initiated - 09/08/2017
Approved - 09/08/2017
Approved - 09/14/2017
Approved - 09/14/2017

Robin Fenwick

Final Approval - 09/18/2017



STAFF REPORT

Major Special Event Request

REQUEST: Major Special Event – Bike Week 2017

OWNER/APPLICANT: Chris Norton

EVENT LOCATION: Hold Fast Tattoo - 5153 South Ridgewood Avenue

STAFF CONTACT: Amanda Bonin, Code Enforcement Officer

CITY COUNCIL DATE: October 3, 2017

INTRODUCTION:

Mr. Norton, owner of Hold Fast Tattoo, requests approval of a Major Special Event to be held during Biketoberfest 2017. The proposed event is planned for a four (4) day period from Thursday, October 19, through Sunday, October 22, 2017. The proposed hours for the event are from 12:00 p.m. until 8:00 p.m. This will be the second Special Event for Hold Fast Tattoo in 2017. The event is planned for the property currently occupied by Hold Fast Tattoo at 5153 South Ridgewood Avenue.

CASE BACKGROUND:

Normal operations of Hold Fast Tattoo will continue. The outdoor activities for this event, intended to target the crowd attending Biketoberfest 2017, include a bike show and a live band on October 21, 2017, and a bike wash on October 19, 20, & 22, 2017. The applicant states that all proceeds and donations will be made to the American Cancer Society.

Chapter 42, Article IV. Noise Regulations, Section 42-80. General Restrictions of the City of Port Orange Code of Ordinances describe the acceptable sound level limit dBA. It shall be the responsibility of the permit holder to monitor for noise violations. Hold Fast Tattoo shall take care in the placement of speakers for amplified music by adjusting them away from residential areas.

A warning may be issued and if not corrected or the violation recurs, the Special Event may be terminated. All previous noise violations will be taken into account before permitting future events. Based on the City Council's previous approvals for Bike Week, it is staffs' understanding that all outdoor music shall cease by 10:00 p.m.

DISCUSSION/ANALYSIS:

The subject proposal has been reviewed by the Police, Fire, Public Works, and Community Development departments.

This event is being held in conjunction with the community-wide special event. The dates of Bike Week as recognized by the Daytona Regional Chamber of Commerce are Thursday, October 19, 2017, through Sunday, October 22, 2017. This is the second Special Event for Hold Fast Tattoo in 2017.

CODE VIOLATIONS:

There were no apparent code violations at the time of pre-inspection.

SPECIAL NOTES:

Staff recommends approval of Hold Fast Tattoo's Special Event request, subject to the following conditions:

1. Hours for the event shall be from 12:00 p.m. until 8:00 p.m. daily.
2. Where fences are required to delineate parking areas for automobiles, motorcycles and the handicapped, a four (4)-foot high orange construction fence shall be erected to enclose the event area. All fencing must be in place prior to the site inspection for the event.
3. Coordination with the Port Orange Police Department, Volusia County and/or the Florida Department of Transportation with respect to traffic control devices or plans.
4. Hold Fast Tattoo shall be responsible for all participating vendors with respect to any permit conditions or compliance with applicable state, county and city laws, rules, regulations, codes and ordinances. Therefore, Hold Fast Tattoo must screen all participating vendors to ensure compliance with but not limited to the following:
 - a. *Article VI, Chapter 18, Port Orange Code of Ordinances*, relating to peddlers and transient merchants.
 - b. Provisions and Standards of the City's *Body Art Ordinance*.
 - c. Provisions and Standards of the City's *Sexually Oriented Businesses Code*.
 - d. *Special Event Fee Resolution* establishing Temporary Merchant Fee.
5. Tents or canopies being used in association with this event shall comply with the requirements set forth in *NFPA 101 Chapter 11.11 (Tents) Standards for Tents and Membrane Structures*. Tents or canopies cannot be erected more than forty-eight (48) hours prior to the event, and must be removed within twenty-four (24) hours after the

duration of the event. All tents/canopies must maintain at least two (2) exit ways in an unobstructed fashion to allow for a continuous path of travel.

6. If any outdoor lighting or other structural features are to be installed in association with this event, Hold Fast Tattoo shall obtain the proper Building Permits from the Community Development Department. Such lighting must be a minimum of twenty (20) foot candles to provide a safe environment at night.
7. Temporary electrical wiring shall be installed by a certified electrician and shall comply with Article 590 of the current adopted *NFPA #70 National Electrical Code*. This includes (F) Lamp protection. Any temporary lamps shall be protected from accidental contact or breakage by a suitable fixture or lamp holder with a guard.
8. Fire extinguishers shall be provided as outlined in accordance with the *NFPA #10, Standard for Portable Fire Extinguishers*.
9. All exits and means of egress shall remain accessible and unobstructed and it shall be the responsibility of Hold Fast Tattoo to maintain access for emergency vehicles.
10. All areas being used for this special event shall be handicapped-accessible. Handicapped parking is to remain open and accessible for this event.
11. Tripping hazards shall be removed or isolated from pedestrian traffic. Vehicle areas, including parking, shall be physically separated from pedestrian areas.
12. Based on the City Council's previous approvals for Biketoberfest, it is staff's understanding that all outdoor music shall cease by 10:00 p.m. Hold Fast Tattoo shall take care in the placement of speakers for amplified music by adjusting them away from residential areas.
13. If there are calls for police service, or if security threats develop, the Police Department shall require additional officers to provide security for this event. The additional officers will be hired at the expense of Hold Fast Tattoo at the rate of \$40.00 per hour with a minimum of three hours.
14. The City's *Code of Ordinances* prohibits the exposure of any sexual organs at commercial establishments that serve alcoholic beverages. Furthermore, *Florida Statutes* prohibit any type of public nudity at such an event.
15. A temporary sign permit shall be required for the one (1) banner permitted for this event.
16. No trees shall be removed and care shall be taken to protect landscaped areas.
17. Hold Fast Tattoo shall contact the Community Development Department to schedule an inspection of the property prior to the start of the event to ensure that the construction

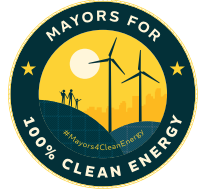
fence and any canopies or tents are well secured, and that all other safety measures are in place.

18. Repair of any disturbance of public right-of-way shall be the sole responsibility of Hold Fast Tattoo.
19. It is Hold Fast Tattoos' responsibility to contact the Community Development Department for an inspection of debris removal within 48 hours after the event.
20. Hold Fast Tattoo shall comply with the approved maximum capacity occupancy requirements within the confines of the facility.
21. Camping on premises prohibited by code; includes, but not limited to, tents, motor homes, travel trailers, or other vehicles.
22. The \$250.00 surety bond must be paid in full before issuance of permit.

DISTRIBUTION LIST

Beau Gardner, Fire Marshall
Thomas Grimaldi, Police Chief
Sgt. Steven Braddock, Police Dept.
Marvin Dryden, Building Official
Gwen Perney, Planner
Lynn Stevens, Interim Public Works Director
James Buttrum, Operations Manager
Sue Lovallo, Parks & Recreation Director
File

MAYORS *for* 100% CLEAN ENERGY ENDORSEMENT



I, Mayor _____ of _____ support a goal of 100 percent clean, renewable energy in my city and across the United States.

I believe that a transition to 100 percent clean energy is good for my community: It will make us stronger, healthier, and more resilient; it will create jobs and new business opportunities; and it will allow us to become a more equitable society where everyone has opportunity in a thriving local economy.

Nearly 200 nations have agreed, for the first time in history, that the world must achieve 100 percent renewable energy by the end of this century. In the United States, action by local government is already

a significant driver of renewable energy growth because cities know firsthand that steps to reduce carbon emissions, clean the air, strengthen the economy, and improve lives.

Positive, bipartisan, community-driven solutions are possible and already happening in our community. I will continue to work with all stakeholders to transition away from dirty energy and implement local, affordable solutions like energy efficiency, solar, wind, and pollution-free electric transportation.

To join Mayors For 100% Clean Energy, please print and sign the statement below, and send a scanned copy to mayors4cleanenergy@sierraclub.org.

I hereby pledge to work with my community to realize a vision of 100 percent renewable energy in _____.

MAYOR'S SIGNATURE _____ DATE _____

MAYOR'S NAME _____ MAYOR'S MUNICIPALITY _____

MAYOR'S OFFICE ADDRESS _____ CITY, STATE, ZIP _____

MAYOR'S PHONE _____ MAYOR'S EMAIL _____

STAFF MEMBER'S NAME _____ STAFF MEMBER'S TITLE _____

STAFF MEMBER'S PHONE _____ STAFF MEMBER'S EMAIL _____

MAYORAL TERM _____ ELECTED AS _____
(MM/DD/YYYY to MM/DD/YYYY) e.g. Rep., Dem., Ind., non-partisan

QUESTIONS: contact mayors4cleanenergy@sierraclub.org / 415-977-5606



Ready for 100 Campaign Guidance: Criteria for Community Commitments to 100% Clean Renewable Energy

This guidance document provides criteria for what should be included in a successful community commitment to 100% clean, renewable energy.

#Readyfor100 Victory!

A statement, resolution, proclamation or executive order calling for a transition to 100% clean, renewable energy by a Mayor or other top-level city administrator(s) marks the official beginning of a city's transition off of fossil fuels. It serves as a call to action to motivate local stakeholders, expand a conversation, and build a common vision of the city's just energy future.

In order to be a #Readyfor100 endorsed commitment, it must include:

1. **All Electricity:** A full transition of at least the electricity sector to clean, renewable energy;
2. **By 2035:** A target year for when this commitment will be achieved no later than 2035 for electricity and 2050 for all energy sectors;
3. **Equity, Affordability, and Access:** A commitment to achieving equity, affordability, and access for all members of the community in the transition to 100% renewable energy;
4. **Clean and Renewable Resources Only:** A clear definition of clean and renewable resources that is consistent with Sierra Club's energy policy¹; and
5. **Transparent and Inclusive Process:** A commitment to a transparent and inclusive process for planning and implementation, ensuring that all members of the community have an opportunity to participate, especially ensuring those who negatively impacted by current energy systems .

We suggest the commitment also include:

1. **All Energy Sectors:** A commitment to transition other energy sectors to 100% including transportation and heating and cooling;

¹ Clean, renewable energy is defined as carbon and pollution free energy sustainably collected from renewable sources including wind, solar, hydro, tidal, and geothermal. We also strongly advocate for increases in energy efficiency as a renewable energy solution. Hydroelectric that may be included should first be evaluated for sustainability and environmental justice implications. Waste-to-energy, nuclear, natural gas, coal, oil based, or any other forms of carbon-based energy production are not included as renewable sources of electricity. Full details on Sierra Club's energy policies can be found here: <http://www.sierraclub.org/policy/energy>

2. **Goal for Local Generation:** A goal for how much of the community's energy needs will be met by local, distributed generation;
3. **Timeline:** A detailed timeline for planning and/or implementation;
4. **Commitment to Collaboration:** A commitment to work with surrounding communities in achieving aligned clean energy and equity goals;
5. **Commitment to Advocate:** A commitment to advocate for policies or regulations at the state, regional and/or federal level that aid the city in their transition

See more detail on these recommendations: [Guidelines and Recommended Actions for 100% RE Communities](#)

Examples of Mayoral Commitments: [Google Drive / RF100% Resource Hub / 100% Cities - Resources / Mayoral Commitments](#)

When to promote: Once the city has circulated or published the statement. Plan to either partner with the city on the roll-out plan, or coordinate your timing to announce the commitment at same time or directly following when the city announces their commitment. Be sure to also engage key partners in the roll-out plan, and reach out to other Sierra Club chapter staff and lead volunteers for their support promoting the news.

What happens if our community's commitment doesn't include all of the required criteria? The commitment will still count, but will be celebrated by the Sierra Club as a campaign milestone, not a campaign victory. The commitment is only the first step to moving to 100% clean energy, so the local campaign should look for future opportunities to further strengthen the community's commitment.

**The Golf Club at Cypress Head
Course Cash Flow Report
August 31, 2017**

	<u>August</u>	<u>YTD</u>
EBITDA	(\$26,370.62)	\$56,076.98
Management Fee Expense	(5,712.85)	(62,841.35)
Depreciation & Amortization	<u>(153.61)</u>	<u>(1,687.71)</u>
Net Income	(32,237.08)	(8,452.08)
Working Capital Changes		
Inventory	(204.15)	(142.58)
Receivables	9,019.07	89,380.06
Payables	(46,377.67)	(59,683.53)
Due to from the City	62,125.67	143,929.96
Prepays	4,214.63	(1,984.40)
Accrued Liabilities	4,178.16	(25,894.91)
Other Liabilities	(19,552.36)	(236,950.12)
Depreciation & Amortization	<u>153.61</u>	<u>1,687.71</u>
Operating Cash Flow	(18,680.12)	(98,109.89)
Investing Cash Flows	<u> </u>	<u> </u>
Financing Cash Flow	<u> </u>	<u> </u>
Net Cash Flows	<u>(18,680.12)</u>	<u>(98,109.89)</u>
Beginning Cash	97,571.33	177,001.10
Net Cash Flows	<u>(18,680.12)</u>	<u>(98,109.89)</u>
Ending Cash	<u>78,891.21</u>	<u>78,891.21</u>

The Golf Club at Cypress Head
Comparative Income Statement
For the Eleven Months Ending August 31, 2017

	MTD	YTD	Audited	Percent	MTD	YTD	Annual	Percent
	Prior Year	Prior Year	Prior Year	of Total	Actual	Actual	Budget	of Total
REVENUES								
Green Fees & Cart Fees	70,938	1,015,864	1,077,267	94%	57,131	1,080,200	1,116,089	97%
Merchandise	4,292	50,829	54,320	94%	4,982	59,492	57,514	103%
Other Pro Shop	912	14,225	14,505	98%	970	13,461	11,540	117%
Range	2,426	32,278	34,150	95%	1,853	33,420	34,679	96%
Food and Beverage	0	0	137		0	0	0	
Other Operating Revenues	2,590	35,525	37,806	94%	2,171	36,925	39,852	93%
TOTAL REVENUE	81,158	1,148,720	1,218,185	94%	67,108	1,223,497	1,259,674	97%
COST OF SALES								
Merchandise	2,324	34,135	36,189	94%	2,925	34,987	40,260	87%
TOTAL COGS	2,324	34,135	36,189	94%	2,925	34,987	40,260	87%
COGS - Merchandise %	54.1%	67.2%	66.6%	100.8%	58.7%	58.8%	70.0%	84.0%
PAYROLL								
Course and Grounds	27,543	312,543	339,558	92%	20,400	314,670	351,366	90%
Carts, Range, Starters, Etc.	6,061	74,893	81,091	92%	6,849	80,724	92,546	87%
Pro Shop	3,853	49,181	53,209	92%	3,187	40,614	55,398	73%
General and Administrative	10,792	117,677	127,363	92%	11,548	121,612	129,158	94%
Marketing	3,899	44,969	48,834	92%	3,996	46,032	49,603	93%
TOTAL PAYROLL	52,148	599,262	650,054	92%	45,979	603,652	678,071	89%
OPERATING EXPENSES								
Course and Grounds	35,491	208,541	247,630	84%	21,599	234,063	212,591	110%
Carts, Range, Starters, Etc.	6,016	74,136	80,708	92%	6,505	74,091	85,302	87%
Pro Shop	827	9,493	10,107	94%	55	5,765	9,015	64%
Food and Beverage	0	322	322	100%	0	0	0	
General and Administrative	14,912	178,060	197,823	90%	15,392	195,718	205,607	95%
Marketing	2,827	33,889	34,250	99%	1,022	19,145	33,063	58%
TOTAL OPERATING EXPENSES	60,073	504,442	570,840	88%	44,574	528,782	545,578	97%
TOTAL EXPENSES	114,545	1,137,838	1,257,084	91%	93,478	1,167,420	1,263,909	92%
OTHER INCOME (EXPENSE)								
MANAGEMENT FEES	(5,713)	(64,498)	(70,211)	92%	(5,713)	(62,841)	(69,924)	90%
Depreciation & Amortization	(381)	(4,191)	(11,147)	38%	(154)	(1,688)	(4,572)	37%
TOTAL OTHER INCOME (EXPENSE)	(6,094)	(68,689)	(81,358)	84%	(5,866)	(64,529)	(74,496)	87%
NET INCOME	(39,480)	(57,807)	(120,257)	48%	(32,237)	(8,452)	(78,731)	11%
Paid Rounds	2,421	32,956	34,878	94%	1,975	34,614	38,696	89%
Annual Pass Rounds	579	8,053	8,657	93%	496	7,624	5,051	151%
Other Rounds	139	2,239	2,437	92%	181	2,551	2,812	91%
Total Rounds	3,139	43,248	45,972	94%	2,652	44,789	46,559	96%
Revenue/Paid Rounds	33.52	34.86	34.93	100%	33.98	35.35	32.55	109%
Revenue/Total Rounds	25.85	26.56	26.50	100%	25.30	27.32	27.06	101%

The Golf Club at Cypress Head
For the Eleven Months Ending August 31, 2017

	<u>08/31/17</u>	<u>09/30/16</u>	<u>08/31/16</u>
ASSETS			
CURRENT ASSETS:			
Cash			
Cash - Depository	54,417	176,360	56,183
Cash - Payroll	22,924	0	0
Cash - Manual Checks	850	850	850
Cash - Housebank & Other	700	(209)	146
Total Cash	<u>78,891</u>	<u>177,001</u>	<u>57,178</u>
Accounts Receivable			
A/R Member	<u>3,213</u>	<u>92,593</u>	<u>276,576</u>
Total Accounts Receivable	<u>3,213</u>	<u>92,593</u>	<u>276,576</u>
Other Current Assets			
Inventory - Merchandise	15,261	16,234	16,501
Inventory - Food & Beverage	1,116	0	0
Prepaid Insurance	11,915	10,248	14,107
Prepaid Exp - Other	7,356	7,038	14,185
Total Other Current Assets	<u>35,647</u>	<u>33,520</u>	<u>44,793</u>
TOTAL CURRENT ASSETS	<u>117,752</u>	<u>303,115</u>	<u>378,547</u>
PROPERTY, PLANT AND EQUIPMENT:			
Buildings & Improvements	30,598	30,598	54,143
Furniture and Fixtures	0	0	9,045
Machinery & Equipment	5,550	5,550	16,000
Property Plant and Equipment	36,148	36,148	79,187
Accumulated Depreciation	(25,924)	(24,236)	(60,320)
TOTAL PROPERTY, PLANT AND EQUIPMENT	<u>10,224</u>	<u>11,911</u>	<u>18,867</u>
TOTAL ASSETS	<u><u>127,975</u></u>	<u><u>315,026</u></u>	<u><u>397,415</u></u>

The Golf Club at Cypress Head
For the Eleven Months Ending August 31, 2017

	<u>08/31/17</u>	<u>09/30/16</u>	<u>08/31/16</u>
LIABILITIES AND STOCKHOLDERS' EQUITY			
CURRENT LIABILITIES:			
Accts Pay - Trade	15,428	75,111	65,030
Accts Pay - Other	33,541	(110,389)	15,233
Accrued Expenses	1,062	7,783	5,662
Accrued Payroll	22,777	25,945	24,387
Accrued Taxes	3,234	13,903	3,848
Accrued Interest	0	5,337	16,689
Deferred Revenue	60,386	297,337	324,373
TOTAL CURRENT LIABILITIES	<u>136,429</u>	<u>315,027</u>	<u>455,222</u>
 TOTAL LIABILITIES	 <u>136,429</u>	 <u>315,027</u>	 <u>455,222</u>
 STOCKHOLDER'S EQUITY			
Retained Earnings	<u>(8,453)</u>	<u>(1)</u>	<u>(57,807)</u>
Net Retained Earnings	<u>(8,453)</u>	<u>(1)</u>	<u>(57,807)</u>
Stockholders Equity	<u>(8,453)</u>	<u>(1)</u>	<u>(57,807)</u>
TOTAL STOCKHOLDER'S EQUITY	<u>(8,453)</u>	<u>(1)</u>	<u>(57,807)</u>
 TOTAL LIABILITIES AND STOCKHOLDER'S EQUITY	 <u>127,975</u>	 <u>315,026</u>	 <u>397,415</u>

The Golf Club at Cypress Head
Course Cash Flow Report
For the Year Ended September 30, 2017

	OCT Actual	NOV Actual	DEC Actual	JAN Actual	FEB Actual	MAR Actual	APR Actual	MAY Actual	JUN Actual	JUL Actual	AUG Actual	SEP Actual	TOTAL
EBITDA	(25,773)	1,227	3,690	28,175	49,683	44,924	28,214	(10,175)	(23,693)	(13,824)	(26,371)	33,379	89,456
Management Fee Expense	(5,713)	(5,713)	(5,713)	(5,713)	(5,713)	(5,713)	(5,713)	(5,713)	(5,713)	(5,713)	(5,713)	0	(62,841)
Depreciation & Amortization	(154)	(152)	(154)	(154)	(154)	(154)	(154)	(154)	(154)	(154)	(154)	0	(1,688)
Net Income	(31,640)	(4,638)	(2,176)	22,308	43,817	39,058	22,348	(16,042)	(29,560)	(19,690)	(32,237)	33,379	24,927
Working Capital Changes													
Inventory	(2,093)	(2,542)	(2,392)	63	393	2,988	705	2,418	(1,954)	2,476	(204)	(1,403)	(1,545)
Receivables	88,276	1,616	2,360	(282)	(40)	(2,905)	1,015	(574)	(9,258)	152	9,019	(249,186)	(159,906)
Prepaid Expenses	(1,862)	2,690	(3,230)	(29,902)	10,524	20,016	3,530	3,349	(15,531)	4,215	4,215	(8,775)	(10,759)
Payables	(33,493)	17,150	(34,265)	(4,666)	9,232	(7,714)	17,121	2,247	3,104	17,979	(46,378)	1,008	(58,675)
Due to from the City	512	111	(123)	68	82	(1)	133	(276)	301	80,997	62,126	25,244	169,174
Accrued Expenses	(25,855)	(15,548)	13,018	10,207	(2,391)	4,973	(22,733)	1,433	2,244	4,579	4,178	(1,290)	(27,185)
Deferred Revenues	(52,262)	(16,409)	(13,360)	(20,779)	(21,262)	(19,537)	(20,065)	(19,543)	(18,491)	(15,689)	(19,552)	233,954	(2,996)
Depreciation & Amortization	154	152	154	154	154	154	154	154	154	154	154	0	1,688
Operating Cash Flow	(58,263)	(17,418)	(40,014)	(22,829)	40,508	37,033	2,207	(26,833)	(68,991)	75,171	(18,680)	32,932	(65,178)
Investing Activities													
Financing Activities													
Net Cash Flows	(58,263)	(17,418)	(40,014)	(22,829)	40,508	37,033	2,207	(26,833)	(68,991)	75,171	(18,680)	32,932	(65,178)
Beginning Cash	177,001	118,738	101,320	61,306	38,477	78,985	116,018	118,225	91,392	22,400	97,571	78,891	1,100,323
Net Cash Flows	(58,263)	(17,418)	(40,014)	(22,829)	40,508	37,033	2,207	(26,833)	(68,991)	75,171	(18,680)	32,932	(65,178)
Ending Cash	118,738	101,320	61,306	38,477	78,985	116,018	118,225	91,392	22,400	97,571	78,891	111,823	1,035,145

The Golf Club at Cypress Head
Summary of All Units
For the Eleven Months Ending August 31, 2017

MTD Actual	MTD Budget	% of Budget	MTD Prior Year	% of PY		YTD Actual	YTD Budget	% of Budget	YTD Prior Year	% of PY	Annual Budget	
REVENUES												
32,516	41,112	79%	39,699	82%	Green Fees	632,281	607,053	104%	581,793	109%	646,060	667,049
24,615	29,283	84%	31,239	79%	Cart Fee	447,919	444,462	101%	434,071	103%	470,029	474,554
0	0	0%	0	0%	Merchandise	0	0	0%	0	0%	0	(137)
0	20	0%	10	0%	Handicap Fee	4,610	4,547	101%	4,849	95%	4,567	4,650
730	250	292%	802	91%	Lessons	6,171	3,681	168%	6,745	91%	3,931	6,361
0	0	0%	0	0%	Other Pro Shop Revenue	0	0	0%	74	0%	0	0
240	200	120%	100	240%	Rental Clubs	2,680	2,842	94%	2,557	105%	3,042	2,730
4,982	4,300	116%	4,292	116%	Retail	59,492	53,914	110%	50,829	117%	57,514	63,119
1,853	2,666	69%	2,426	76%	Range	33,420	32,146	104%	32,278	104%	34,679	35,293
0	0	0%	0	0%	Food & Beverage	0	0	0%	0	0%	0	137
2,171	2,644	82%	2,590	84%	City Surcharge R & R	36,925	37,813	98%	35,525	104%	39,852	39,206
67,108	80,475	83%	81,158	83%	Total Revenues	1,223,497	1,186,458	103%	1,148,720	107%	1,259,674	1,292,962
COST OF GOODS SOLD												
2,925	3,010	97%	2,324	126%	COGS - Merchandise	34,987	37,740	93%	34,135	102%	40,260	37,042
2,925	3,010	97%	2,324	126%	Total COGS	34,987	37,740	93%	34,135	102%	40,260	37,042
64,182	77,465	83%	78,835	81%	GROSS MARGIN	1,188,510	1,148,718	103%	1,114,585	107%	1,219,414	1,255,920
58.72%	70.00%	83.88%	54.13%	108.46%	COGS - Merchandise %	58.81%	70.00%	84.01%	67.16%	87.57%	70.00%	703.09%
PAYROLL												
16,765	19,078	88%	22,953	73%	Gross Payroll - Salaried	213,005	209,858	101%	211,468	101%	228,936	233,203
20,035	26,206	76%	20,794	96%	Gross Payroll - Hourly	279,546	293,242	95%	278,905	100%	318,603	303,168
36,800	45,284	81%	43,747	84%	S/T Wages	492,552	503,100	98%	490,373	100%	547,539	536,371
3,219	3,465	93%	3,188	101%	Payroll Tax - FICA	37,398	38,493	97%	36,799	102%	41,893	40,641
158	256	62%	226	70%	Payroll Tax - UC	3,815	4,722	81%	5,507	69%	4,953	4,049
756	989	76%	332	228%	Payroll Tax - WC	9,383	10,748	87%	10,151	92%	11,719	10,495
5,047	6,250	81%	4,656	108%	Benefits	60,505	65,719	92%	56,431	107%	71,967	62,888
9,179	10,960	84%	8,402	109%	S/T Adders	111,100	119,682	93%	108,889	102%	130,532	118,073
45,979	56,244	82%	52,148	88%	TOTAL PAYROLL	603,652	622,782	97%	599,262	101%	678,071	654,444
OPERATING EXPENSES												
246	200	123%	0	0%	Cart Supplies	1,776	2,321	77%	1,160	153%	2,521	1,973
965	381	253%	0	0%	Course Accessories	4,314	3,576	121%	2,123	203%	3,886	4,411
1,160	0	0%	7,514	15%	Fertilizer	28,135	23,536	120%	28,447	99%	25,094	38,503
0	0	0%	0	0%	Flowers/Decor	0	399	0%	607	0%	399	998
0	1,000	0%	912	0%	Fuel	9,920	11,954	83%	8,943	111%	13,026	12,314
0	226	0%	2,349	0%	Fungicides	4,900	2,832	173%	4,553	108%	4,045	5,570
888	186	477%	3,249	27%	Herbicides	16,332	13,352	122%	15,530	105%	15,068	21,323
3,648	0	0%	5,106	71%	Insecticides	31,576	14,076	224%	12,663	249%	15,077	33,862
373	295	127%	245	152%	Janitorial Supplies	2,875	3,920	73%	3,766	76%	4,136	3,186
449	102	440%	73	618%	Laundry/Uniforms	687	947	73%	142	484%	1,038	687
386	403	96%	221	175%	Office Supplies	3,719	3,957	94%	4,078	91%	4,366	4,341
0	0	0%	0	0%	Range Balls	2,515	3,330	76%	2,550	99%	3,330	2,515
16	100	16%	0	0%	Range Equipment	1,165	1,184	98%	1,258	93%	1,284	1,165
0	50	0%	0	0%	Range Expenses	0	460	0%	23	0%	460	0
1,377	1,005	137%	0	0%	Sand/Topdress	9,029	9,011	100%	7,655	118%	9,011	12,454
0	0	0%	0	0%	Seeds/Trees	4,400	4,069	108%	3,469	127%	4,069	4,400
0	100	0%	0	0%	Small Tools	1,261	407	310%	55	2281%	407	1,729
0	0	0%	41	0%	Staff/Volunteer Uniforms	0	833	0%	41	0%	833	0
0	150	0%	0	0%	Supplies	927	1,651	56%	1,489	62%	1,801	2,021
55	0	0%	250	22%	Tournament Expense	(195)	1,174	-17%	1,159	-17%	1,174	(676)
207	141	146%	294	70%	Alarm System	2,934	1,334	220%	2,097	140%	1,425	3,255
0	0	0%	0	0%	Carpet Cleaning	0	550	0%	0	0%	890	0
0	200	0%	0	0%	Cart Repairs	33	1,655	2%	1,032	3%	1,855	327
379	259	146%	149	255%	Computer Service	2,625	6,653	39%	2,942	89%	6,912	2,815
0	0	0%	0	0%	Contract Cleaning	0	130	0%	130	0%	130	0
0	0	0%	0	0%	Guest Relations	32	0	0%	135	24%	0	32
0	158	0%	507	0%	Handicap Expense	4,174	4,475	93%	4,924	85%	4,475	4,174
0	0	0%	0	0%	Indoor Plant Maint	0	100	0%	0	0%	100	0
333	963	35%	474	70%	Irrigation	5,760	5,970	96%	5,178	111%	6,392	5,767
0	75	0%	71	0%	Lesson Expense	0	890	0%	1,151	0%	965	0
0	0	0%	0	0%	Pest Control	0	230	0%	0	0%	230	0
2,943	1,688	174%	3,182	92%	Repair & Maint - Equipment	27,396	22,088	124%	25,548	107%	22,585	33,257
442	0	0%	0	0%	Repair & Maint - Building	3,272	3,208	102%	3,083	106%	3,208	3,541
5,356	5,356	100%	5,356	100%	Cart Lease	58,912	58,916	100%	58,912	100%	64,272	64,268
4,886	4,886	100%	4,512	108%	Equipment Lease	53,749	53,746	100%	49,628	108%	58,632	58,260
168	162	104%	168	100%	Off-Site Storage	1,912	1,842	104%	1,885	98%	1,974	2,016
1,157	1,157	100%	905	128%	Utilities - Electric	12,219	12,356	99%	11,487	106%	13,383	13,206
4,095	3,923	104%	4,931	83%	Utilities - Other	50,415	38,272	132%	45,058	112%	41,871	54,559
362	243	149%	240	151%	Utilities - Telephone/Fax	2,797	2,206	127%	2,465	113%	2,449	2,896
212	193	110%	244	87%	Utilities - Water	2,839	2,706	105%	2,926	97%	2,897	3,091

The Golf Club at Cypress Head
Summary of All Units
For the Eleven Months Ending August 31, 2017

MTD	MTD	% of	MTD	% of		YTD	YTD	% of	YTD	% of	Annual	
Actual	Budget	Budget	Prior Year	PY		Actual	Budget	Budget	Prior Year	PY	Budget	
1,022	527	194%	2,827	36%	Advertising & Promotion	18,132	15,219	119%	18,871	96%	16,247	18,493
461	42	1097%	280	165%	Bank Charges	5,595	1,356	413%	2,349	238%	1,382	6,517
(2)	0	0%	107	-2%	Cash Short/(Over)	(694)	0	0%	(403)	172%	0	(15)
250	200	125%	200	125%	Cell Phone	1,900	2,275	84%	2,025	94%	2,475	2,050
2,171	2,644	62%	2,590	84%	City Surcharge R & R	36,925	37,813	98%	35,525	104%	39,852	39,206
30	92	33%	0	0%	Copier/Photocopies	656	671	98%	658	100%	671	760
1,171	1,952	60%	1,177	99%	Credit Card Discounts	23,302	26,062	89%	22,269	105%	27,744	24,534
0	0	0%	0	0%	Donations	(267)	0	0%	164	-163%	0	(67)
0	100	0%	0	0%	Dues & Subscriptions	1,039	1,109	94%	609	171%	1,109	1,039
0	0	0%	0	0%	Education & Training	525	200	263%	0	0%	200	525
386	221	175%	679	57%	Employee Relations	1,674	2,110	79%	2,191	76%	2,122	1,829
11	57	18%	58	18%	Employee Testing	420	244	172%	264	159%	244	706
4,178	3,871	108%	4,567	91%	Insurance Expense	43,082	42,506	101%	41,852	103%	46,377	46,940
0	253	0%	0	0%	Member Relations	65	649	10%	131	49%	649	65
35	0	0%	35	99%	Messenger Service - Fedex	191	334	57%	353	54%	403	270
0	500	0%	0	0%	Miscellaneous	864	12,791	7%	13,291	7%	13,291	900
0	0	0%	0	0%	O/S - Accounting	12,000	12,000	100%	12,000	100%	12,000	12,000
0	0	0%	0	0%	O/S - Legal	0	0	0%	0	0%	80	0
0	0	0%	0	0%	O/S - Legal-Mgmt Contracts	56	0	0%	0	0%	0	56
3,600	2,000	180%	5,133	70%	O/S - Other	9,350	9,218	101%	15,005	62%	9,218	11,583
514	293	175%	1,177	44%	Payroll Processing Fee	9,831	3,198	307%	4,574	215%	3,535	11,945
65	10	647%	36	168%	Postage/Shipping	752	290	259%	136	554%	634	752
45	(30)	-150%	(30)	-150%	Tax/Licenses/Fees	360	(70)	-514%	(225)	-160%	(100)	330
0	0	0%	0	0%	Theft Loss	0	0	0%	106	0%	0	0
120	0	0%	51	237%	Travel - Meals	1,709	683	250%	1,475	116%	683	2,128
381	1,143	33%	193	197%	Travel - Other	8,942	15,621	57%	9,904	90%	16,423	10,363
0	1,000	0%	0	0%	Website Expenses	0	4,000	0%	3,000	0%	4,000	0
32	20	160%	0	0%	Employee Meals	32	420	8%	25	128%	669	32
44,574	38,497	116%	60,073	74%	TOTAL OPERATING EXPENSES	528,782	508,985	104%	504,442	105%	545,578	595,180
(26,371)	(17,276)	153%	(33,386)	79%	EBITDA	56,077	16,951	331%	10,882	515%	(4,235)	6,296
5,713	5,827	98%	5,713	100%	Management Fee	62,841	64,097	98%	64,498	97%	69,924	68,554
5,713	5,827	98%	5,713	100%	Management Fees	62,841	64,097	98%	64,498	97%	69,924	68,554
37	98	38%	98	38%	Deprec - Mach & Equip	406	1,078	38%	1,073	38%	1,176	1,260
117	283	41%	283	41%	Deprec - Buildings	1,282	3,113	41%	3,118	41%	3,396	7,384
154	381	40%	381	40%	S/T DEPR. & AMORT	1,688	4,191	40%	4,191	40%	4,572	8,644
(32,237)	(23,484)	137%	(39,480)	82%	NET INCOME	(8,452)	(51,337)	16%	(57,807)	15%	(78,731)	(70,902)

The Golf Club at Cypress Head
Course & Grounds
For the Eleven Months Ending August 31, 2017

MTD Actual	MTD Budget	% of Budget	MTD Prior Year	% of PY		YTD Actual	YTD Budget	% of Budget	YTD Prior Year	% of PY	Annual Budget	
REVENUES												
32,516	41,112	79%	39,699	82%	Green Fees	632,281	607,053	104%	581,793	109%	646,060	667,049
2,171	2,644	82%	2,590	84%	City Surcharge R & R	36,925	37,813	98%	35,525	104%	39,852	39,206
34,688	43,756	79%	42,289	82%	Total Revenues	669,206	644,866	104%	617,318	108%	685,912	706,255
34,688	43,756	79%	42,289	82%	GROSS MARGIN	669,206	644,866	104%	617,318	108%	685,912	706,255
PAYROLL												
4,684	7,802	60%	11,416	41%	Gross Payroll - Salaried	82,544	85,822	96%	85,885	96%	93,624	91,326
10,998	15,738	70%	11,797	93%	Gross Payroll - Hourly	170,359	170,899	100%	168,055	101%	186,129	184,840
15,682	23,540	67%	23,213	68%	S/T Wages	252,902	256,721	99%	253,940	100%	279,753	276,166
1,537	1,801	85%	1,589	97%	Payroll Tax - FICA	18,319	19,640	93%	18,056	101%	21,402	19,921
65	66	99%	97	68%	Payroll Tax - UC	1,976	1,985	100%	2,686	74%	2,040	2,079
361	514	70%	162	223%	Payroll Tax - WC	4,586	5,487	84%	5,051	91%	5,990	5,153
2,755	3,665	75%	2,482	111%	Benefits	36,886	38,517	96%	32,810	112%	42,181	38,366
4,718	6,046	78%	4,330	109%	S/T Adders	61,767	65,629	94%	58,602	105%	71,613	65,519
20,400	29,586	69%	27,543	74%	TOTAL PAYROLL	314,670	322,350	98%	312,543	101%	351,366	341,685
OPERATING EXPENSES												
965	381	253%	0	0%	Course Accessories	4,314	3,576	121%	2,123	203%	3,886	4,411
1,160	0	0%	7,514	15%	Fertilizer	28,135	23,536	120%	28,447	99%	25,094	38,503
0	0	0%	0	0%	Flowers/Decor	0	399	0%	607	0%	399	998
0	1,000	0%	912	0%	Fuel	9,920	11,954	83%	8,943	111%	13,026	12,314
0	226	0%	2,349	0%	Fungicides	4,900	2,832	173%	4,553	108%	4,045	5,570
888	186	477%	3,249	27%	Herbicides	16,332	13,352	122%	15,530	105%	15,068	21,323
3,648	0	0%	5,106	71%	Insecticides	31,576	14,076	224%	12,663	249%	15,077	33,862
1,377	1,005	137%	0	0%	Sand/Topdress	9,029	9,011	100%	7,655	118%	9,011	12,454
0	0	0%	0	0%	Seeds/Trees	4,400	4,069	108%	3,469	127%	4,069	4,400
0	100	0%	0	0%	Small Tools	1,261	407	310%	55	2281%	407	1,729
0	0	0%	41	0%	Staff/Volunteer Uniforms	0	833	0%	41	0%	833	0
333	963	35%	474	70%	Irrigation	5,760	5,970	96%	5,178	111%	6,392	5,767
2,533	1,613	157%	3,182	80%	Repair & Maint - Equipment	24,346	20,241	120%	24,990	97%	20,663	28,421
0	0	0%	0	0%	Repair & Maint - Building	10	1,207	1%	270	4%	1,207	10
4,886	4,886	100%	4,512	108%	Equipment Lease	53,749	53,746	100%	49,628	108%	58,632	58,260
270	300	90%	245	110%	Utilities - Electric	2,530	2,412	105%	2,286	111%	2,703	2,791
1,512	1,558	97%	2,342	65%	Utilities - Other	23,761	15,398	154%	20,456	116%	16,748	25,429
204	93	219%	101	202%	Utilities - Telephone/Fax	1,104	979	113%	1,110	99%	1,072	1,204
212	193	110%	244	87%	Utilities - Water	2,839	2,706	105%	2,926	97%	2,897	3,091
0	0	0%	0	0%	Education & Training	375	0	0%	0	0%	0	375
0	0	0%	29	0%	Employee Relations	0	200	0%	542	0%	200	0
11	57	18%	58	18%	Employee Testing	420	244	172%	264	159%	244	706
3,600	2,000	180%	5,133	70%	O/S - Other	9,000	9,218	98%	15,005	60%	9,218	11,233
0	0	0%	0	0%	Tax/Licenses/Fees	300	0	0%	0	0%	0	300
0	100	0%	0	0%	Travel - Other	0	1,600	0%	1,800	0%	1,700	0
21,599	14,661	147%	35,491	61%	TOTAL OPERATING EXPENSES	234,063	197,966	118%	208,541	112%	212,591	273,151
(7,311)	(491)	1489%	(20,745)	35%	EBITDA	120,474	124,550	97%	96,234	125%	121,955	91,419
(7,311)	(491)	1489%	(20,745)	35%	NET INCOME	120,474	124,550	97%	96,234	125%	121,955	91,419

The Golf Club at Cypress Head
Carts
For the Eleven Months Ending August 31, 2017

MTD Actual	MTD Budget	% of Budget	MTD Prior Year	% of PY		YTD Actual	YTD Budget	% of Budget	YTD Prior Year	% of PY	Annual Budget	
24,615	29,283	84%	31,239	79%	REVENUES	447,919	444,462	101%	434,071	103%	470,029	474,554
24,615	29,283	84%	31,239	79%	Cart Fee	447,919	444,462	101%	434,071	103%	470,029	474,554
24,615	29,283	84%	31,239	79%	Total Revenues	447,919	444,462	101%	434,071	103%	470,029	474,554
					GROSS MARGIN	447,919	444,462	101%	434,071	103%	470,029	474,554
6,147	6,239	99%	5,467	112%	PAYROLL	72,514	76,641	95%	66,639	109%	82,679	78,015
6,147	6,239	99%	5,467	112%	Gross Payroll - Hourly	72,514	76,641	95%	66,639	109%	82,679	78,015
					S/T Wages							
491	477	103%	431	114%	Payroll Tax - FICA	5,705	5,861	97%	5,219	109%	6,323	6,148
85	130	65%	107	79%	Payroll Tax - UC	1,094	1,562	70%	1,611	68%	1,588	1,207
107	136	78%	43	247%	Payroll Tax - WC	1,328	1,635	81%	1,324	100%	1,767	1,459
19	7	268%	12	152%	Benefits	83	83	100%	101	82%	89	94
702	750	94%	594	118%	S/T Adders	8,210	9,141	90%	8,254	99%	9,867	8,908
6,849	6,989	98%	6,061	113%	TOTAL PAYROLL	80,724	85,782	94%	74,893	108%	92,546	86,922
246	200	123%	0	0%	OPERATING EXPENSES	1,776	2,321	77%	1,160	153%	2,521	1,973
0	200	0%	0	0%	Cart Supplies	33	1,655	2%	1,032	3%	1,855	327
5,356	5,356	100%	5,356	100%	Cart Repairs	58,912	58,916	100%	58,912	100%	64,272	64,268
887	857	104%	660	134%	Cart Lease	9,689	9,944	97%	9,201	105%	10,680	10,415
6,489	6,613	98%	6,016	108%	Utilities - Electric	70,411	72,836	97%	70,305	100%	79,328	76,983
11,277	15,681	72%	19,162	59%	TOTAL OPERATING EXPENSES	296,784	285,844	104%	288,873	103%	298,155	310,648
11,277	15,681	72%	19,162	59%	EBITDA	296,784	285,844	104%	288,873	103%	298,155	310,648
					NET INCOME	296,784	285,844	104%	288,873	103%	298,155	310,648

The Golf Club at Cypress Head
Range
For the Eleven Months Ending August 31, 2017

MTD Actual	MTD Budget	% of Budget	MTD Prior Year	% of PY		YTD Actual	YTD Budget	% of Budget	YTD Prior Year	% of PY	Annual Budget	
1,853	2,666	69%	2,426	76%	REVENUES							
1,853	2,666	69%	2,426	76%	Range	33,420	32,146	104%	32,278	104%	34,679	35,293
1,853	2,666	69%	2,426	76%	Total Revenues	33,420	32,146	104%	32,278	104%	34,679	35,293
1,853	2,666	69%	2,426	76%	GROSS MARGIN	33,420	32,146	104%	32,278	104%	34,679	35,293
0	0	0%	0	0%	OPERATING EXPENSES							
16	100	16%	0	0%	Range Balls	2,515	3,330	76%	2,550	99%	3,330	2,515
0	50	0%	0	0%	Range Equipment	1,165	1,184	98%	1,258	93%	1,284	1,165
0	75	0%	0	0%	Range Expenses	0	460	0%	23	0%	460	0
16	225	7%	0	0%	Repair & Maint - Equipment	0	825	0%	0	0%	900	0
					TOTAL OPERATING EXPENSES	3,680	5,799	63%	3,831	96%	5,974	3,680
1,837	2,441	75%	2,426	76%	EBITDA	29,739	26,347	113%	28,446	105%	28,705	31,612
1,837	2,441	75%	2,426	76%	NET INCOME	29,739	26,347	113%	28,446	105%	28,705	31,612

The Golf Club at Cypress Head
F & B Cafe
For the Eleven Months Ending August 31, 2017

MTD Actual	MTD Budget	% of Budget	MTD Prior Year	% of PY		YTD Actual	YTD Budget	% of Budget	YTD Prior Year	% of PY	Annual Budget	
0	0	0%	0	0%	REVENUES							
0	0	0%	0	0%	Food & Beverage	0	0	0%	0	0%	0	137
0	0	0%	0	0%	Total Revenues	0	0	0%	0	0%	0	137
0	0	0%	0	0%	GROSS MARGIN	0	0	0%	0	0%	0	137
0	0	0%	0	0%	OPERATING EXPENSES							
0	0	0%	0	0%	Repair & Maint - Equipment	0	0	0%	79	0%	0	0
0	0	0%	0	0%	Cash Short/(Over)	0	0	0%	137	0%	0	0
0	0	0%	0	0%	Theft Loss	0	0	0%	106	0%	0	0
0	0	0%	0	0%	TOTAL OPERATING EXPENSES	0	0	0%	322	0%	0	0
0	0	0%	0	0%	EBITDA	0	0	0%	(322)	0%	0	137
0	0	0%	0	0%	NET INCOME	0	0	0%	(322)	0%	0	137

The Golf Club at Cypress Head
Golf Shop
For the Eleven Months Ending August 31, 2017

MTD Actual	MTD Budget	% of Budget	MTD Prior Year	% of PY		YTD Actual	YTD Budget	% of Budget	YTD Prior Year	% of PY	Annual Budget	
REVENUES												
0	0	0%	0	0%	Merchandise	0	0	0%	0	0%	0	(137)
0	20	0%	10	0%	Handicap Fee	4,610	4,547	101%	4,849	95%	4,567	4,650
730	250	292%	802	91%	Lessons	6,171	3,681	168%	6,745	91%	3,931	6,361
0	0	0%	0	0%	Other Pro Shop Revenue	0	0	0%	74	0%	0	0
240	200	120%	100	240%	Rental Clubs	2,680	2,842	94%	2,557	105%	3,042	2,730
4,982	4,300	116%	4,292	116%	Retail	59,492	53,914	110%	50,829	117%	57,514	63,119
5,952	4,770	125%	5,204	114%	Total Revenues	72,953	64,984	112%	65,053	112%	69,054	76,723
COST OF GOODS SOLD												
2,925	3,010	97%	2,324	126%	COGS - Merchandise	34,987	37,740	93%	34,135	102%	40,260	37,042
2,925	3,010	97%	2,324	126%	Total COGS	34,987	37,740	93%	34,135	102%	40,260	37,042
3,027	1,760	172%	2,881	105%	GROSS MARGIN	37,965	27,244	139%	30,918	123%	28,794	39,682
58.72%	70.00%	83.88%	54.13%	108.46%	COGS - Merchandise %	58.81%	70.00%	84.01%	67.16%	87.57%	70.00%	703.09%
PAYROLL												
2,890	4,229	68%	3,530	82%	Gross Payroll - Hourly	36,674	45,702	80%	44,212	83%	49,795	40,314
2,890	4,229	68%	3,530	82%	S/T Wages	36,674	45,702	80%	44,212	83%	49,795	40,314
237	324	73%	276	86%	Payroll Tax - FICA	2,887	3,499	82%	3,418	84%	3,812	3,166
8	55	14%	22	35%	Payroll Tax - UC	393	683	58%	704	56%	728	411
52	92	57%	25	208%	Payroll Tax - WC	661	974	68%	847	78%	1,063	751
296	471	63%	323	92%	S/T Adders	3,940	5,156	76%	4,969	79%	5,603	4,328
3,187	4,700	68%	3,853	83%	TOTAL PAYROLL	40,614	50,858	80%	49,181	83%	55,398	44,642
OPERATING EXPENSES												
0	50	0%	0	0%	Office Supplies	860	550	156%	739	116%	600	860
0	150	0%	0	0%	Supplies	927	1,651	56%	1,489	62%	1,801	2,021
55	0	0%	250	22%	Tournament Expense	(195)	1,174	-17%	1,159	-17%	1,174	(676)
0	158	0%	507	0%	Handicap Expense	4,174	4,475	93%	4,924	85%	4,475	4,174
0	75	0%	71	0%	Lesson Expense	0	890	0%	1,151	0%	965	0
0	0	0%	0	0%	Repair & Maint - Building	0	0	0%	31	0%	0	0
55	433	13%	827	7%	TOTAL OPERATING EXPENSES	5,765	8,740	66%	9,493	61%	9,015	6,379
(215)	(3,373)	6%	(1,799)	12%	EBITDA	(8,414)	(32,354)	26%	(27,756)	30%	(35,619)	(11,339)
(215)	(3,373)	6%	(1,799)	12%	NET INCOME	(8,414)	(32,354)	26%	(27,756)	30%	(35,619)	(11,339)

The Golf Club at Cypress Head
G & A
For the Eleven Months Ending August 31, 2017

MTD Actual	MTD Budget	% of Budget	MTD Prior Year	% of PY		YTD Actual	YTD Budget	% of Budget	YTD Prior Year	% of PY	Annual Budget	
PAYROLL												
8,874	7,905	112%	8,299	107%	Gross Payroll - Salaried	92,606	86,955	106%	88,655	104%	94,860	100,552
8,874	7,905	112%	8,299	107%	S/T Wages	92,606	86,955	106%	88,655	104%	94,860	100,552
727	605	120%	667	109%	Payroll Tax - FICA	7,772	6,655	117%	7,455	104%	7,260	8,441
0	0	0%	0	0%	Payroll Tax - UC	237	291	82%	344	69%	291	237
183	173	106%	77	237%	Payroll Tax - WC	2,071	1,858	111%	2,218	93%	2,031	2,312
1,764	2,153	82%	1,750	101%	Benefits	18,926	22,563	84%	19,004	100%	24,716	19,756
2,674	2,931	91%	2,494	107%	S/T Adders	29,006	31,367	92%	29,021	100%	34,298	30,746
11,548	10,836	107%	10,792	107%	TOTAL PAYROLL	121,612	118,322	103%	117,677	103%	129,158	131,298
OPERATING EXPENSES												
373	295	127%	245	152%	Janitorial Supplies	2,875	3,920	73%	3,766	76%	4,136	3,186
449	102	440%	73	618%	Laundry/Uniforms	687	947	73%	142	484%	1,038	687
386	353	109%	221	175%	Office Supplies	2,858	3,407	84%	3,338	86%	3,766	3,481
207	141	146%	294	70%	Alarm System	2,934	1,334	220%	2,097	140%	1,425	3,255
0	0	0%	0	0%	Carpet Cleaning	0	550	0%	0	0%	890	0
379	259	146%	149	255%	Computer Service	2,625	6,653	39%	2,942	89%	6,912	2,815
0	0	0%	0	0%	Contract Cleaning	0	130	0%	130	0%	130	0
0	0	0%	0	0%	Guest Relations	32	0	0%	135	24%	0	32
0	0	0%	0	0%	Indoor Plant Maint	0	100	0%	0	0%	100	0
0	0	0%	0	0%	Pest Control	0	230	0%	0	0%	230	0
410	0	0%	0	0%	Repair & Maint - Equipment	3,050	1,022	298%	479	636%	1,022	4,836
442	0	0%	0	0%	Repair & Maint - Building	3,262	2,001	163%	2,782	117%	2,001	3,531
168	162	104%	168	100%	Off-Site Storage	1,848	1,812	102%	1,885	98%	1,974	2,016
2,583	2,365	109%	2,589	100%	Utilities - Other	26,654	22,874	117%	24,602	108%	25,123	29,130
158	150	106%	139	114%	Utilities - Telephone/Fax	1,692	1,227	138%	1,355	125%	1,377	1,692
461	42	1097%	280	165%	Bank Charges	5,595	1,356	413%	2,349	238%	1,382	6,517
(2)	0	0%	107	-2%	Cash Short/(Over)	(694)	0	0%	(540)	129%	0	(15)
250	200	125%	200	125%	Cell Phone	1,900	2,275	84%	2,025	94%	2,475	2,050
2,171	2,644	82%	2,590	84%	City Surcharge R & R	36,925	37,813	98%	35,525	104%	39,852	39,206
30	92	33%	0	0%	Copier/Photocopies	656	671	98%	658	100%	671	760
1,171	1,952	60%	1,177	99%	Credit Card Discounts	23,302	26,062	89%	22,269	105%	27,744	24,534
0	0	0%	0	0%	Donations	(267)	0	0%	164	-163%	0	(67)
0	100	0%	0	0%	Dues & Subscriptions	1,039	1,109	94%	609	171%	1,109	1,039
0	0	0%	0	0%	Education & Training	150	200	75%	0	0%	200	150
386	221	175%	650	59%	Employee Relations	1,674	1,910	88%	1,649	101%	1,922	1,829
4,178	3,871	108%	4,567	91%	Insurance Expense	43,082	42,506	101%	41,852	103%	46,377	46,940
0	253	0%	0	0%	Member Relations	65	649	10%	131	49%	649	65
35	0	0%	35	99%	Messenger Service - Fedex	191	334	57%	353	54%	403	270
0	0	0%	0	0%	Miscellaneous	(36)	1,675	-2%	1,675	-2%	1,675	0
0	0	0%	0	0%	O/S - Accounting	12,000	12,000	100%	12,000	100%	12,000	12,000
0	0	0%	0	0%	O/S - Legal	0	0	0%	0	0%	80	0
0	0	0%	0	0%	O/S - Legal-Mgmt Contracts	56	0	0%	0	0%	0	56
0	0	0%	0	0%	O/S - Other	350	0	0%	0	0%	350	0
514	293	175%	1,177	44%	Payroll Processing Fee	9,831	3,198	307%	4,574	215%	3,535	11,945
65	10	647%	38	168%	Postage/Shipping	752	290	259%	136	554%	634	752
45	(30)	-150%	(30)	-150%	Tax/Licenses/Fees	60	(70)	-86%	(225)	-27%	(100)	30
120	0	0%	51	237%	Travel - Meals	1,709	683	250%	1,475	116%	683	2,128
381	943	40%	193	197%	Travel - Other	8,830	12,921	68%	7,702	115%	13,523	10,251
32	20	160%	0	0%	Employee Meals	32	420	8%	25	128%	669	32
15,392	14,438	107%	14,912	103%	TOTAL OPERATING EXPENSES	195,718	192,209	102%	178,060	110%	205,607	215,481
(26,940)	(25,274)	107%	(25,704)	105%	EBITDA	(317,329)	(310,531)	102%	(295,737)	107%	(334,765)	(346,779)
5,713	5,827	98%	5,713	100%	Management Fee	62,841	64,097	98%	64,498	97%	69,924	68,554
5,713	5,827	98%	5,713	100%	Management Fees	62,841	64,097	98%	64,498	97%	69,924	68,554
37	98	38%	98	38%	Deprec - Mach & Equip	406	1,078	38%	1,073	38%	1,176	1,260
117	283	41%	283	41%	Deprec - Buildings	1,282	3,113	41%	3,118	41%	3,396	7,384
154	381	40%	381	40%	S/T DEPR. & AMORT	1,688	4,191	40%	4,191	40%	4,572	8,644
(32,807)	(31,482)	104%	(31,798)	103%	NET INCOME	(381,858)	(378,819)	101%	(364,426)	105%	(409,261)	(423,977)

The Golf Club at Cypress Head
Marketing
For the Eleven Months Ending August 31, 2017

MTD Actual	MTD Budget	% of Budget	MTD Prior Year	% of PY		YTD Actual	YTD Budget	% of Budget	YTD Prior Year	% of PY	Annual Budget	
					PAYROLL							
3,207	3,371	95%	3,238	99%	Gross Payroll - Salaried	37,856	37,081	102%	36,927	103%	40,452	41,325
3,207	3,371	95%	3,238	99%	S/T Wages	37,856	37,081	102%	36,927	103%	40,452	41,325
227	258	88%	225	101%	Payroll Tax - FICA	2,715	2,838	96%	2,652	102%	3,096	2,965
0	5	0%	0	0%	Payroll Tax - UC	115	201	57%	163	71%	206	115
54	74	73%	25	221%	Payroll Tax - WC	736	794	93%	711	104%	868	820
508	425	120%	412	123%	Benefits	4,610	4,556	101%	4,516	102%	4,981	4,673
789	762	104%	662	119%	S/T Adders	8,176	8,389	97%	8,042	102%	9,151	8,572
3,996	4,133	97%	3,899	102%	TOTAL PAYROLL	46,032	45,470	101%	44,969	102%	49,603	49,897
					OPERATING EXPENSES							
1,022	527	194%	2,827	36%	Advertising & Promotion	18,132	15,219	119%	18,871	96%	16,247	18,493
0	500	0%	0	0%	Miscellaneous	900	11,116	8%	11,616	8%	11,616	900
0	100	0%	0	0%	Travel - Other	112	1,100	10%	402	28%	1,200	112
0	1,000	0%	0	0%	Website Expenses	0	4,000	0%	3,000	0%	4,000	0
1,022	2,127	48%	2,827	36%	TOTAL OPERATING EXPENSES	19,145	31,435	61%	33,889	56%	33,063	19,506
(5,018)	(6,260)	80%	(6,726)	75%	EBITDA	(65,177)	(76,905)	85%	(78,858)	83%	(82,666)	(69,403)
(5,018)	(6,260)	80%	(6,726)	75%	NET INCOME	(65,177)	(76,905)	85%	(78,858)	83%	(82,666)	(69,403)

The Golf Club at Cypress Head
For the Eleven Months Ending August 31, 2017

MTD Actual	MTD Budget	% of Budget	MTD Prior Year	% of PY		YTD Actual	YTD Budget	% of Budget	YTD Prior Year	% of PY	Annual Budget	
REVENUES												
57,131	70,395	81%	70,938	81%	Green Fees & Cart Fees	1,080,200	1,051,515	103%	1,015,864	106%	1,116,089	1,141,602
4,962	4,300	116%	4,292	116%	Merchandise	59,492	53,914	110%	50,829	117%	57,514	62,962
970	470	208%	912	106%	Other Pro Shop	13,461	11,070	122%	14,225	95%	11,540	13,741
1,853	2,666	69%	2,426	76%	Range	33,420	32,146	104%	32,278	104%	34,679	35,293
0	0	0%	0	0%	Food and Beverage	0	0	0%	0	0%	0	137
2,171	2,644	82%	2,590	84%	Other Operating Revenues	36,925	37,813	98%	35,525	104%	39,852	39,206
67,108	80,475	83%	81,158	83%	TOTAL REVENUE	1,223,497	1,186,458	103%	1,148,720	107%	1,259,674	1,292,962
COST OF SALES												
2,925	3,010	97%	2,324	126%	Merchandise	34,987	37,740	93%	34,135	102%	40,260	37,042
2,925	3,010	97%	2,324	126%	TOTAL COGS	34,987	37,740	93%	34,135	102%	40,260	37,042
58.7%	70.0%	83.9%	54.1%	108.5%	COGS - Merchandise %	58.8%	70.0%	84.0%	67.2%	87.6%	70.0%	703.1%
PAYROLL												
20,400	29,586	69%	27,543	74%	Course and Grounds	314,670	322,350	98%	312,543	101%	351,366	341,685
6,849	6,989	98%	6,061	113%	Carts, Range, Starters, Etc.	80,724	85,782	94%	74,893	108%	92,546	86,922
3,167	4,700	68%	3,653	83%	Pro Shop	40,614	50,858	80%	49,181	83%	55,398	44,642
11,548	10,836	107%	10,792	107%	General and Administrative	121,612	118,322	103%	117,677	103%	129,158	131,298
3,996	4,133	97%	3,899	102%	Marketing	46,032	45,470	101%	44,969	102%	49,603	49,897
45,979	56,244	82%	52,148	88%	TOTAL PAYROLL	603,652	622,782	97%	599,262	101%	678,071	654,444
OPERATING EXPENSES												
21,599	14,661	147%	35,491	61%	Course and Grounds	234,063	197,966	118%	208,541	112%	212,591	273,151
6,505	6,838	95%	6,016	108%	Carts, Range, Starters, Etc.	74,091	78,635	94%	74,136	100%	85,302	80,663
55	433	13%	827	7%	Pro Shop	5,765	8,740	66%	9,493	61%	9,015	6,379
0	0	0%	0	0%	Food and Beverage	0	0	0%	322	0%	0	0
15,392	14,438	107%	14,912	103%	General and Administrative	195,718	192,209	102%	178,060	110%	205,607	215,481
1,022	2,127	48%	2,827	36%	Marketing	19,145	31,435	61%	33,889	56%	33,063	19,506
44,574	38,497	116%	60,073	74%	TOTAL OPERATING EXPENSES	528,782	508,985	104%	504,442	105%	545,578	595,180
93,478	97,751	96%	114,545	82%	TOTAL EXPENSES	1,167,420	1,169,507	100%	1,137,838	103%	1,263,909	1,286,666
(26,371)	(17,276)	153%	(33,386)	79%	EBITDA	56,077	16,951	331%	10,882	515%	(4,235)	6,296

The Golf Club at Cypress Head
For the Eleven Months Ending August 31, 2017

MTD Actual	MTD Budget	% of Budget	MTD Prior Year	% of PY		YTD Actual	YTD Budget	% of Budget	YTD Prior Year	% of PY	Annual Budget	
(26,371)	(17,276)	153%	(33,386)	79%	EBITDA	56,077	16,951	331%	10,882	515%	(4,235)	6,296
(5,713)	(5,827)	98%	(5,713)	100%	MANAGEMENT FEES	(62,841)	(64,097)	98%	(64,498)	97%	(69,924)	(68,554)
(154)	(381)	40%	(381)	40%	OTHER INCOME (EXPENSE)	(1,688)	(4,191)	40%	(4,191)	40%	(4,572)	(8,644)
(154)	(381)	40%	(381)	40%	Depreciation & Amortization	(1,688)	(4,191)	40%	(4,191)	40%	(4,572)	(8,644)
(32,237)	(23,484)	137%	(39,480)	82%	TOTAL OTHER INCOME (EXPENSE)	(8,452)	(51,337)	16%	(57,807)	15%	(78,731)	(70,902)
					NET INCOME							
1,975	2,998	66%	2,421	82%	Paid Rounds	34,614	36,246	95%	32,956	105%	38,696	36,536
496	300	165%	579	86%	Annual Pass Rounds	7,624	4,783	159%	8,053	95%	5,051	8,228
181	291	62%	139	130%	Other Rounds	2,551	2,662	96%	2,239	114%	2,812	2,749
2,652	3,589	74%	3,139	84%	Total Rounds	44,789	43,691	103%	43,248	104%	46,559	47,513
34	27	127%	34	101%	Revenue/Paid Rounds	35	33	108%	35	101%	33	423
25	22	113%	26	98%	Revenue/Total Rounds	27	27	101%	27	103%	27	322

TRIAL BALANCE SUMMARY FOR 2016

The Golf Club at Cypress Head

General Ledger

Ranges: From:
Date: 8/1/2017
Account: First

To:
8/31/2017
Last

Sorted By:
Include:
Print Currency In: Functional (Z-US\$)

Account
Posting, Unit

Inactive	Account	Description	Beginning Balance	Debit	Credit	Net Change	Ending Balance
	10020-5950-900	Cash - Course Depository NEW	\$72,743.56	\$138,819.77	\$157,145.93	(\$18,326.16)	\$54,417.40
	10050-5950-900	Cash - Course Payroll BMO	\$23,477.77	\$40,549.46	\$41,103.42	(\$553.96)	\$22,923.81
	10100-5950-900	Cash - Course Other	\$850.00	\$0.00	\$0.00	\$0.00	\$850.00
	10120-5950-900	Cash - New Payroll	\$0.00	\$95.00	\$95.00	\$0.00	\$0.00
	10180-5950-900	Cash - Pro Shop Bank	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
	10200-5950-900	Cash - F&B Bank	\$0.00	\$200.00	\$0.00	\$200.00	\$200.00
	11160-5950-900	A/R Member	\$12,232.47	\$19,429.43	\$28,448.50	(\$9,019.07)	\$3,213.40
	12000-5950-900	Inventory - Merchandise	\$16,171.93	\$2,246.18	\$3,157.53	(\$911.35)	\$15,260.58
	12220-5950-900	Inventory - Beer	\$0.00	\$1,115.50	\$0.00	\$1,115.50	\$1,115.50
	13020-5950-900	Prepaid Insurance	\$15,738.95	\$0.00	\$3,823.99	(\$3,823.99)	\$11,914.96
	13040-5950-900	Prepaid Exp - Other	\$7,746.60	\$5,712.85	\$6,103.49	(\$390.64)	\$7,355.96
	20100-5950-900	Machinery & Equipment	\$5,550.40	\$0.00	\$0.00	\$0.00	\$5,550.40
	20160-5950-900	Buildings and Improvements	\$30,597.54	\$0.00	\$0.00	\$0.00	\$30,597.54
	22040-5950-900	Accum. Deprec - Mach & Equip	(\$3,420.92)	\$0.00	\$36.87	(\$36.87)	(\$3,457.79)
	22080-5950-900	Accum. Deprec - Buildings	(\$22,349.63)	\$0.00	\$116.74	(\$116.74)	(\$22,466.37)
	30000-5950-900	Accts Pay - Trade	(\$61,805.60)	\$143,869.33	\$97,491.66	\$46,377.67	\$15,427.93
	30040-5950-900	Accts Pay - Other	\$28,584.71	\$10,657.50	\$72,783.17	(\$62,125.67)	(\$33,540.96)
	31000-5950-900	Accrued Expenses	(\$326.71)	\$9,547.79	\$10,283.32	(\$735.53)	(\$1,062.24)
	31020-5950-900	Accrued Payroll	(\$18,300.44)	\$12,136.36	\$16,526.93	(\$4,390.57)	(\$22,691.01)
	31080-5950-900	Accrued Tips Payable	\$0.00	\$530.00	\$615.50	(\$85.50)	(\$85.50)
	31220-5950-900	Accrued Sales Tax	(\$4,267.91)	\$4,267.91	\$3,234.47	\$1,033.44	(\$3,234.47)
	31400-5950-900	Accrued City Surcharge	\$0.00	\$13,013.36	\$13,013.36	\$0.00	\$0.00
	32000-5950-900	Deferred Rev - Rainchecks	(\$3,149.09)	\$713.74	\$349.25	\$364.49	(\$2,784.60)
	32020-5950-900	Deferred Rev - Outing Deposits	(\$5,572.10)	\$7,603.53	\$6,553.17	\$1,050.36	(\$4,521.74)
	32040-5950-900	Deferred Rev - Legacy GF Passes	(\$9,928.27)	\$4,964.15	\$0.00	\$4,964.15	(\$4,964.12)
	32050-5950-900	Deferred Revenue - Cypress GF Passes	(\$9,693.50)	\$4,846.73	\$0.00	\$4,846.73	(\$4,846.77)
	32060-5950-900	Deferred Rev - Gift Certificates	(\$125.14)	\$0.00	\$0.00	\$0.00	(\$125.14)
	32070-5950-900	Deferred Rev - Gift Cards	(\$18,644.96)	\$567.84	\$196.42	\$371.42	(\$18,273.54)
	32100-5950-900	Deferred Rev - Credit Books	(\$14,350.55)	\$543.76	\$738.31	(\$194.55)	(\$14,545.10)
	32120-5950-900	Deferred Rev - Trail Fee Pass	(\$18,278.24)	\$9,139.13	\$0.00	\$9,139.13	(\$9,139.11)
	32180-5950-900	Deferred Rev - Package Deposits	\$0.00	\$0.00	\$1,087.85	(\$1,087.85)	(\$1,087.85)
	32220-5950-900	Deferred Rev - Founders Pass	(\$196.99)	\$98.48	\$0.00	\$98.48	(\$98.51)
	49020-5950-900	Retained Earnings - Current	\$1.12	\$0.00	\$0.00	\$0.00	\$1.12
	50000-5950-100	Green Fees - Annual Pass	(\$98,578.93)	\$0.00	\$9,909.36	(\$9,909.36)	(\$108,488.29)
	50040-5950-100	Green Fees - Member	(\$466,432.14)	\$0.00	\$20,533.63	(\$20,533.63)	(\$486,965.77)
	50070-5950-100	Green Fees - (surcharge)	(\$34,753.68)	\$2,171.40	\$4,244.68	(\$2,073.28)	(\$36,826.96)
	50500-5950-200	Cart Fee 18	(\$332,182.37)	\$0.00	\$15,476.00	(\$15,476.00)	(\$347,658.37)
	50520-5950-200	Cart Fee - Annual Trail	(\$91,121.18)	\$0.00	\$9,139.13	(\$9,139.13)	(\$100,260.31)
	52090-5950-600	Handicap Fee	(\$4,610.00)	\$0.00	\$0.00	\$0.00	(\$4,610.00)
	52150-5950-600	Lessons	(\$5,440.98)	\$0.00	\$730.00	(\$730.00)	(\$6,170.98)
	52280-5950-600	Rental Clubs	(\$2,440.00)	\$0.00	\$240.00	(\$240.00)	(\$2,680.00)
	52310-5950-600	Retail	(\$54,509.48)	\$0.00	\$4,982.15	(\$4,982.15)	(\$59,491.63)
	53050-5950-220	Range Pass Revenue	(\$31,567.08)	\$0.00	\$1,852.74	(\$1,852.74)	(\$33,419.82)
	54000-5950-540	Food	\$0.00	\$38.51	\$38.51	\$0.00	\$0.00
	54030-5950-540	Beverage	\$0.00	\$0.54	\$0.54	\$0.00	\$0.00
	54060-5950-540	Beer	\$0.00	\$1,048.80	\$1,048.80	\$0.00	\$0.00
	56120-5950-100	City Surcharge R & R	(\$34,753.68)	\$0.00	\$2,171.40	(\$2,171.40)	(\$36,925.08)
	59010-5950-900	Miscellaneous G&A	\$0.00	\$1,087.85	\$1,087.85	\$0.00	\$0.00
	60000-5950-600	COGS - Merchandise - Accessories	\$32,061.89	\$2,925.30	\$0.00	\$2,925.30	\$34,987.19
	70000-5950-100	Gross Payroll - Salaried	\$77,859.66	\$5,892.84	\$1,208.79	\$4,684.05	\$82,543.71
	70000-5950-900	Gross Payroll - Salaried	\$83,731.69	\$13,383.59	\$4,509.70	\$8,873.89	\$92,605.58
	70000-5950-950	Gross Payroll - Salaried	\$34,649.10	\$4,013.82	\$807.04	\$3,206.78	\$37,855.88
	70010-5950-100	Gross Payroll - Hourly	\$159,361.22	\$21,265.41	\$10,267.85	\$10,997.56	\$170,358.78
	70010-5950-200	Gross Payroll - Hourly	\$66,366.26	\$7,707.45	\$1,560.15	\$6,147.30	\$72,513.56
	70010-5950-600	Gross Payroll - Hourly	\$33,783.78	\$3,752.66	\$862.45	\$2,890.21	\$36,673.99
	71000-5950-100	Payroll Tax - FICA	\$16,781.58	\$1,930.96	\$393.98	\$1,536.98	\$18,318.56
	71000-5950-200	Payroll Tax - FICA	\$5,213.61	\$610.73	\$119.34	\$491.39	\$5,705.00

Inactive	Account	Description	Beginning Balance	Debit	Credit	Net Change	Ending Balance
	71000-5950-600	Payroll Tax - FICA	\$2,650.06	\$304.61	\$68.07	\$236.54	\$2,886.60
	71000-5950-900	Payroll Tax - FICA	\$7,044.97	\$908.90	\$181.73	\$727.17	\$7,772.14
	71000-5950-950	Payroll Tax - FICA	\$2,488.54	\$283.74	\$57.03	\$226.71	\$2,715.25
	71010-5950-100	Payroll Tax - UC	\$1,910.68	\$65.37	\$0.00	\$65.37	\$1,976.05
	71010-5950-200	Payroll Tax - UC	\$1,009.37	\$84.74	\$0.00	\$84.74	\$1,094.11
	71010-5950-600	Payroll Tax - UC	\$385.14	\$7.73	\$0.00	\$7.73	\$392.87
	71010-5950-900	Payroll Tax - UC	\$237.18	\$0.00	\$0.00	\$0.00	\$237.18
	71010-5950-950	Payroll Tax - UC	\$114.92	\$0.00	\$0.00	\$0.00	\$114.92
	71020-5950-100	Payroll Tax - WC	\$4,225.77	\$360.63	\$0.00	\$360.63	\$4,586.40
	71020-5950-200	Payroll Tax - WC	\$1,221.36	\$106.70	\$0.00	\$106.70	\$1,328.06
	71020-5950-600	Payroll Tax - WC	\$608.61	\$52.16	\$0.00	\$52.16	\$660.77
	71020-5950-900	Payroll Tax - WC	\$1,888.55	\$182.52	\$0.00	\$182.52	\$2,071.07
	71020-5950-950	Payroll Tax - WC	\$682.02	\$54.24	\$0.00	\$54.24	\$736.26
	71030-5950-100	Benefits	\$34,130.98	\$4,761.98	\$2,006.54	\$2,755.44	\$36,886.42
	71030-5950-200	Benefits	\$64.25	\$67.98	\$49.19	\$18.79	\$83.04
	71030-5950-900	Benefits	\$17,161.19	\$3,421.45	\$1,657.04	\$1,764.41	\$18,925.60
	71030-5950-950	Benefits	\$4,101.79	\$871.97	\$364.05	\$507.92	\$4,609.71
	80110-5950-200	Cart Supplies	\$1,529.66	\$246.35	\$0.00	\$246.35	\$1,776.01
	80170-5950-100	Course Accessories	\$3,348.91	\$965.48	\$0.00	\$965.48	\$4,314.39
	80230-5950-100	Fertilizer	\$26,974.48	\$1,160.16	\$0.00	\$1,160.16	\$28,134.64
	80270-5950-100	Fuel	\$9,920.04	\$0.00	\$0.00	\$0.00	\$9,920.04
	80280-5950-100	Fungicides	\$4,900.26	\$0.00	\$0.00	\$0.00	\$4,900.26
	80320-5950-100	Herbicides	\$15,444.40	\$888.05	\$0.00	\$888.05	\$16,332.45
	80370-5950-100	Insecticides	\$27,928.25	\$3,647.64	\$0.00	\$3,647.64	\$31,575.89
	80380-5950-900	Janitorial Supplies	\$2,501.94	\$373.47	\$0.00	\$373.47	\$2,875.41
	80420-5950-900	Laundry/Uniforms	\$238.12	\$448.69	\$0.00	\$448.69	\$686.81
	80520-5950-600	Office Supplies	\$860.32	\$0.00	\$0.00	\$0.00	\$860.32
	80520-5950-900	Office Supplies	\$2,472.15	\$386.17	\$0.00	\$386.17	\$2,858.32
	80610-5950-220	Range Balls	\$2,515.00	\$0.00	\$0.00	\$0.00	\$2,515.00
	80620-5950-220	Range Equipment	\$1,149.15	\$16.19	\$0.00	\$16.19	\$1,165.34
	80690-5950-100	Sand/Topdress	\$7,652.28	\$1,376.90	\$0.00	\$1,376.90	\$9,029.18
	80710-5950-100	Seeds/Trees	\$4,400.00	\$0.00	\$0.00	\$0.00	\$4,400.00
	80730-5950-100	Small Tools	\$1,261.40	\$0.00	\$0.00	\$0.00	\$1,261.40
	80780-5950-600	Supplies	\$927.00	\$0.00	\$0.00	\$0.00	\$927.00
	80810-5950-600	Tournament Expense	(\$250.37)	\$7,658.44	\$7,603.53	\$54.91	(\$195.46)
	81010-5950-900	Alarm System	\$2,727.00	\$206.50	\$0.00	\$206.50	\$2,933.50
	81090-5950-200	Cart Repairs	\$33.11	\$0.00	\$0.00	\$0.00	\$33.11
	81130-5950-900	Computer Service	\$2,245.78	\$379.17	\$0.00	\$379.17	\$2,624.95
	81200-5950-900	Guest Relations	\$31.94	\$0.00	\$0.00	\$0.00	\$31.94
	81220-5950-600	Handicap Expense	\$4,173.50	\$0.00	\$0.00	\$0.00	\$4,173.50
	81250-5950-100	Irrigation	\$5,426.89	\$332.85	\$0.00	\$332.85	\$5,759.74
	81350-5950-100	Repair & Maint - Equipment	\$21,813.47	\$2,532.58	\$0.00	\$2,532.58	\$24,346.05
	81350-5950-900	Repair & Maint - Equipment	\$2,640.12	\$410.00	\$0.00	\$410.00	\$3,050.12
	81360-5950-100	Repair & Maint - Building	\$10.42	\$0.00	\$0.00	\$0.00	\$10.42
	81360-5950-900	Repair & Maint - Building	\$2,820.29	\$441.68	\$0.00	\$441.68	\$3,261.97
	82000-5950-200	Cart Lease	\$53,556.70	\$5,355.67	\$0.00	\$5,355.67	\$58,912.37
	82020-5950-100	Equipment Lease	\$48,862.50	\$4,886.25	\$0.00	\$4,886.25	\$53,748.75
	82060-5950-900	Off-Site Storage	\$1,680.00	\$168.00	\$0.00	\$168.00	\$1,848.00
	83000-5950-100	Utliities - Electric	\$2,260.48	\$269.57	\$0.00	\$269.57	\$2,530.05
	83000-5950-200	Utliities - Electric	\$8,802.03	\$887.28	\$0.00	\$887.28	\$9,689.31
	83020-5950-100	Utliities - Other	\$22,248.48	\$1,512.43	\$0.00	\$1,512.43	\$23,760.91
	83020-5950-900	Utliities - Other	\$24,070.73	\$2,582.94	\$0.00	\$2,582.94	\$26,653.67
	83030-5950-100	Utliities - Telephone/Fax	\$900.54	\$203.92	\$0.00	\$203.92	\$1,104.46
	83030-5950-900	Utliities - Telephone/Fax	\$1,533.85	\$158.36	\$0.00	\$158.36	\$1,692.21
	83050-5950-100	Utliities - Water	\$2,626.83	\$212.24	\$0.00	\$212.24	\$2,839.07
	84030-5950-950	Adv/Promo - Local/Regional Print	\$1,800.00	\$0.00	\$0.00	\$0.00	\$1,800.00
	84040-5950-950	Adv/Promo - Mktg/Bus Dev	\$13,210.05	\$1,022.44	\$0.00	\$1,022.44	\$14,232.49
	84110-5950-950	Adv/Promo - Website	\$2,100.00	\$0.00	\$0.00	\$0.00	\$2,100.00
	85020-5950-900	Bank Charges	\$5,134.45	\$460.63	\$0.00	\$460.63	\$5,595.08
	85050-5950-900	Cash Short/(Over)	(\$692.47)	\$385.46	\$387.31	(\$1.85)	(\$694.32)
	85060-5950-900	Cell Phone	\$1,650.00	\$250.00	\$0.00	\$250.00	\$1,900.00
	85070-5950-900	City Surcharge R & R	\$34,753.68	\$2,171.40	\$0.00	\$2,171.40	\$36,925.08
	85110-5950-900	Copier/Photocopies	\$625.20	\$30.32	\$0.00	\$30.32	\$655.52

TRIAL BALANCE SUMMARY FOR 2016
The Golf Club at Cypress Head

Inactive	Account	Description	Beginning Balance	Debit	Credit	Net Change	Ending Balance
	85120-5950-900	Credit Card Discounts	\$22,130.88	\$1,170.77	\$0.00	\$1,170.77	\$23,301.65
	85140-5950-900	Donations	(\$266.95)	\$0.00	\$0.00	\$0.00	(\$266.95)
	85150-5950-900	Dues & Subscriptions	\$1,039.00	\$0.00	\$0.00	\$0.00	\$1,039.00
	85160-5950-100	Education & Training	\$375.00	\$0.00	\$0.00	\$0.00	\$375.00
	85160-5950-900	Education & Training	\$150.00	\$0.00	\$0.00	\$0.00	\$150.00
	85190-5950-900	Employee Relations	\$1,287.87	\$385.91	\$0.00	\$385.91	\$1,673.78
	85200-5950-100	Employee Testing	\$409.40	\$10.50	\$0.00	\$10.50	\$419.90
	85280-5950-900	Insurance Expense	\$38,903.64	\$5,594.39	\$1,416.32	\$4,178.07	\$43,081.71
	85320-5950-900	Member Relations	\$64.50	\$0.00	\$0.00	\$0.00	\$64.50
	85330-5950-900	Messenger Service - Fedex	\$156.07	\$35.20	\$0.00	\$35.20	\$191.27
	85340-5950-900	Miscellaneous	(\$35.64)	\$0.00	\$0.00	\$0.00	(\$35.64)
	85340-5950-950	Miscellaneous	\$900.00	\$0.00	\$0.00	\$0.00	\$900.00
	85390-5950-900	O/S - Accounting	\$12,000.00	\$0.00	\$0.00	\$0.00	\$12,000.00
	85420-5950-900	O/S - Legal-Mgmt Contracts	\$56.00	\$0.00	\$0.00	\$0.00	\$56.00
	85430-5950-100	O/S - Other	\$5,400.00	\$3,600.00	\$0.00	\$3,600.00	\$9,000.00
	85430-5950-900	O/S - Other	\$350.00	\$0.00	\$0.00	\$0.00	\$350.00
	85480-5950-900	Payroll Processing Fee	\$9,317.08	\$514.13	\$0.00	\$514.13	\$9,831.21
	85490-5950-900	Postage/Shipping	\$686.86	\$64.65	\$0.00	\$64.65	\$751.51
	85610-5950-100	Tax/Licenses/Fees	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00
	85610-5950-900	Tax/Licenses/Fees	\$15.00	\$75.00	\$30.00	\$45.00	\$60.00
	85710-5950-900	Travel - Meals	\$1,589.15	\$120.21	\$0.00	\$120.21	\$1,709.36
	85720-5950-900	Travel - Other	\$8,449.01	\$380.98	\$0.00	\$380.98	\$8,829.99
	85720-5950-950	Travel - Other	\$112.32	\$0.00	\$0.00	\$0.00	\$112.32
	89020-5950-900	Employee Meals	\$0.00	\$31.97	\$0.00	\$31.97	\$31.97
	90000-5950-900	Management Fee	\$57,128.50	\$5,712.85	\$0.00	\$5,712.85	\$62,841.35
	98020-5950-900	Deprec - Mach & Equip	\$368.70	\$36.87	\$0.00	\$36.87	\$405.57
	98040-5950-900	Deprec - Buildings	\$1,165.40	\$116.74	\$0.00	\$116.74	\$1,282.14
	RCMWD-5950-100	Rounds - Complimentary - Weekday	11,407.00	2,098.00	1,975.00	123.00	11,530.00
	REMWD-5950-100	Rounds - Employee - Weekday	17,669.00	116.00	58.00	58.00	17,727.00
	RMBWD-5950-100	Rounds - Member - Weekday	63,832.00	619.00	123.00	496.00	64,328.00
	RPKWD-5950-100	Rounds - Peak - Weekday	334,780.00	2,471.00	496.00	1,975.00	336,755.00
	RPKWE-5950-100	Rounds - Peak - Weekend	5,071.00	0.00	0.00	0.00	5,071.00
		<u>Accounts</u>	<u>Beginning Balance</u>	<u>Debit</u>	<u>Credit</u>	<u>Net Change</u>	<u>Ending Balance</u>
		Grand Totals:	152	\$0.00	\$567,909.78	\$567,909.78	\$0.00

**The Golf Club at Cypress Head
Course Cash Flow Report
August 31, 2017**

	<u>August</u>	<u>YTD</u>
EBITDA	(\$26,370.62)	\$56,076.98
Management Fee Expense	(5,712.85)	(62,841.35)
Depreciation & Amortization	<u>(153.61)</u>	<u>(1,687.71)</u>
Net Income	(32,237.08)	(8,452.08)
Working Capital Changes		
Inventory	(204.15)	(142.58)
Receivables	9,019.07	89,380.06
Payables	(46,377.67)	(59,683.53)
Due to from the City	62,125.67	143,929.96
Prepays	4,214.63	(1,984.40)
Accrued Liabilities	4,178.16	(25,894.91)
Other Liabilities	(19,552.36)	(236,950.12)
Depreciation & Amortization	<u>153.61</u>	<u>1,687.71</u>
Operating Cash Flow	(18,680.12)	(98,109.89)
Investing Cash Flows	<u> </u>	<u> </u>
Financing Cash Flow	<u> </u>	<u> </u>
Net Cash Flows	<u>(18,680.12)</u>	<u>(98,109.89)</u>
Beginning Cash	97,571.33	177,001.10
Net Cash Flows	<u>(18,680.12)</u>	<u>(98,109.89)</u>
Ending Cash	<u>78,891.21</u>	<u>78,891.21</u>

The Golf Club at Cypress Head
Comparative Income Statement
For the Eleven Months Ending August 31, 2017

	MTD	YTD	Audited	Percent	MTD	YTD	Annual	Percent
	Prior Year	Prior Year	Prior Year	of Total	Actual	Actual	Budget	of Total
REVENUES								
Green Fees & Cart Fees	70,938	1,015,864	1,077,267	94%	57,131	1,080,200	1,116,089	97%
Merchandise	4,292	50,829	54,320	94%	4,982	59,492	57,514	103%
Other Pro Shop	912	14,225	14,505	98%	970	13,461	11,540	117%
Range	2,426	32,278	34,150	95%	1,853	33,420	34,679	96%
Food and Beverage	0	0	137		0	0	0	
Other Operating Revenues	2,590	35,525	37,806	94%	2,171	36,925	39,852	93%
TOTAL REVENUE	81,158	1,148,720	1,218,185	94%	67,108	1,223,497	1,259,674	97%
COST OF SALES								
Merchandise	2,324	34,135	36,189	94%	2,925	34,987	40,260	87%
TOTAL COGS	2,324	34,135	36,189	94%	2,925	34,987	40,260	87%
COGS - Merchandise %	54.1%	67.2%	66.6%	100.8%	58.7%	58.8%	70.0%	84.0%
PAYROLL								
Course and Grounds	27,543	312,543	339,558	92%	20,400	314,670	351,366	90%
Carts, Range, Starters, Etc.	6,061	74,893	81,091	92%	6,849	80,724	92,546	87%
Pro Shop	3,853	49,181	53,209	92%	3,187	40,614	55,398	73%
General and Administrative	10,792	117,677	127,363	92%	11,548	121,612	129,158	94%
Marketing	3,899	44,969	48,834	92%	3,996	46,032	49,603	93%
TOTAL PAYROLL	52,148	599,262	650,054	92%	45,979	603,652	678,071	89%
OPERATING EXPENSES								
Course and Grounds	35,491	208,541	247,630	84%	21,599	234,063	212,591	110%
Carts, Range, Starters, Etc.	6,016	74,136	80,708	92%	6,505	74,091	85,302	87%
Pro Shop	827	9,493	10,107	94%	55	5,765	9,015	64%
Food and Beverage	0	322	322	100%	0	0	0	
General and Administrative	14,912	178,060	197,823	90%	15,392	195,718	205,607	95%
Marketing	2,827	33,889	34,250	99%	1,022	19,145	33,063	58%
TOTAL OPERATING EXPENSES	60,073	504,442	570,840	88%	44,574	528,782	545,578	97%
TOTAL EXPENSES	114,545	1,137,838	1,257,084	91%	93,478	1,167,420	1,263,909	92%
OTHER INCOME (EXPENSE)								
MANAGEMENT FEES	(5,713)	(64,498)	(70,211)	92%	(5,713)	(62,841)	(69,924)	90%
Depreciation & Amortization	(381)	(4,191)	(11,147)	38%	(154)	(1,688)	(4,572)	37%
TOTAL OTHER INCOME (EXPENSE)	(6,094)	(68,689)	(81,358)	84%	(5,866)	(64,529)	(74,496)	87%
NET INCOME	(39,480)	(57,807)	(120,257)	48%	(32,237)	(8,452)	(78,731)	11%
Paid Rounds	2,421	32,956	34,878	94%	1,975	34,614	38,696	89%
Annual Pass Rounds	579	8,053	8,657	93%	496	7,624	5,051	151%
Other Rounds	139	2,239	2,437	92%	181	2,551	2,812	91%
Total Rounds	3,139	43,248	45,972	94%	2,652	44,789	46,559	96%
Revenue/Paid Rounds	33.52	34.86	34.93	100%	33.98	35.35	32.55	109%
Revenue/Total Rounds	25.85	26.56	26.50	100%	25.30	27.32	27.06	101%

The Golf Club at Cypress Head
For the Eleven Months Ending August 31, 2017

	<u>08/31/17</u>	<u>09/30/16</u>	<u>08/31/16</u>
ASSETS			
CURRENT ASSETS:			
Cash			
Cash - Depository	54,417	176,360	56,183
Cash - Payroll	22,924	0	0
Cash - Manual Checks	850	850	850
Cash - Housebank & Other	700	(209)	146
Total Cash	<u>78,891</u>	<u>177,001</u>	<u>57,178</u>
Accounts Receivable			
A/R Member	<u>3,213</u>	<u>92,593</u>	<u>276,576</u>
Total Accounts Receivable	<u>3,213</u>	<u>92,593</u>	<u>276,576</u>
Other Current Assets			
Inventory - Merchandise	15,261	16,234	16,501
Inventory - Food & Beverage	1,116	0	0
Prepaid Insurance	11,915	10,248	14,107
Prepaid Exp - Other	7,356	7,038	14,185
Total Other Current Assets	<u>35,647</u>	<u>33,520</u>	<u>44,793</u>
TOTAL CURRENT ASSETS	<u>117,752</u>	<u>303,115</u>	<u>378,547</u>
PROPERTY, PLANT AND EQUIPMENT:			
Buildings & Improvements	30,598	30,598	54,143
Furniture and Fixtures	0	0	9,045
Machinery & Equipment	5,550	5,550	16,000
Property Plant and Equipment	36,148	36,148	79,187
Accumulated Depreciation	(25,924)	(24,236)	(60,320)
TOTAL PROPERTY, PLANT AND EQUIPMENT	<u>10,224</u>	<u>11,911</u>	<u>18,867</u>
TOTAL ASSETS	<u><u>127,975</u></u>	<u><u>315,026</u></u>	<u><u>397,415</u></u>

The Golf Club at Cypress Head
For the Eleven Months Ending August 31, 2017

	<u>08/31/17</u>	<u>09/30/16</u>	<u>08/31/16</u>
LIABILITIES AND STOCKHOLDERS' EQUITY			
CURRENT LIABILITIES:			
Accts Pay - Trade	15,428	75,111	65,030
Accts Pay - Other	33,541	(110,389)	15,233
Accrued Expenses	1,062	7,783	5,662
Accrued Payroll	22,777	25,945	24,387
Accrued Taxes	3,234	13,903	3,848
Accrued Interest	0	5,337	16,689
Deferred Revenue	60,386	297,337	324,373
TOTAL CURRENT LIABILITIES	<u>136,429</u>	<u>315,027</u>	<u>455,222</u>
 TOTAL LIABILITIES	 <u>136,429</u>	 <u>315,027</u>	 <u>455,222</u>
 STOCKHOLDER'S EQUITY			
Retained Earnings	<u>(8,453)</u>	<u>(1)</u>	<u>(57,807)</u>
Net Retained Earnings	<u>(8,453)</u>	<u>(1)</u>	<u>(57,807)</u>
Stockholders Equity	<u>(8,453)</u>	<u>(1)</u>	<u>(57,807)</u>
TOTAL STOCKHOLDER'S EQUITY	<u>(8,453)</u>	<u>(1)</u>	<u>(57,807)</u>
 TOTAL LIABILITIES AND STOCKHOLDER'S EQUITY	 <u>127,975</u>	 <u>315,026</u>	 <u>397,415</u>

The Golf Club at Cypress Head
Course Cash Flow Report
For the Year Ended September 30, 2017

	OCT Actual	NOV Actual	DEC Actual	JAN Actual	FEB Actual	MAR Actual	APR Actual	MAY Actual	JUN Actual	JUL Actual	AUG Actual	SEP Actual	TOTAL
EBITDA	(25,773)	1,227	3,690	28,175	49,683	44,924	28,214	(10,175)	(23,693)	(13,824)	(26,371)	33,379	89,456
Management Fee Expense	(5,713)	(5,713)	(5,713)	(5,713)	(5,713)	(5,713)	(5,713)	(5,713)	(5,713)	(5,713)	(5,713)	0	(62,841)
Depreciation & Amortization	(154)	(152)	(154)	(154)	(154)	(154)	(154)	(154)	(154)	(154)	(154)	0	(1,688)
Net Income	(31,640)	(4,638)	(2,176)	22,308	43,817	39,058	22,348	(16,042)	(29,560)	(19,690)	(32,237)	33,379	24,927
Working Capital Changes													
Inventory	(2,093)	(2,542)	(2,392)	63	393	2,988	705	2,418	(1,954)	2,476	(204)	(1,403)	(1,545)
Receivables	88,276	1,618	2,360	(282)	(40)	(2,905)	1,015	(574)	(9,258)	152	9,019	(249,186)	(159,906)
Prepaid Expenses	(1,862)	2,690	(3,230)	(29,902)	10,524	20,018	3,530	3,349	(15,531)	4,215	4,215	(8,775)	(10,759)
Payables	(33,493)	17,150	(34,265)	(4,666)	9,232	(7,714)	17,121	2,247	3,104	17,979	(46,378)	1,008	(58,675)
Due to from the City	512	111	(123)	68	82	(1)	133	(276)	301	80,997	62,126	25,244	169,174
Accrued Expenses	(25,855)	(15,548)	13,018	10,207	(2,391)	4,973	(22,733)	1,433	2,244	4,579	4,178	(1,290)	(27,185)
Deferred Revenues	(52,262)	(16,409)	(13,360)	(20,779)	(21,262)	(19,537)	(20,065)	(19,543)	(18,491)	(15,689)	(19,552)	233,954	(2,996)
Depreciation & Amortization	154	152	154	154	154	154	154	154	154	154	154	0	1,688
Operating Cash Flow	(58,263)	(17,418)	(40,014)	(22,829)	40,508	37,033	2,207	(26,833)	(68,991)	75,171	(18,680)	32,932	(65,178)
Investing Activities													
Financing Activities													
Net Cash Flows	(58,263)	(17,418)	(40,014)	(22,829)	40,508	37,033	2,207	(26,833)	(68,991)	75,171	(18,680)	32,932	(65,178)
Beginning Cash	177,001	118,738	101,320	61,306	38,477	78,985	116,018	118,225	91,392	22,400	97,571	78,891	1,100,323
Net Cash Flows	(58,263)	(17,418)	(40,014)	(22,829)	40,508	37,033	2,207	(26,833)	(68,991)	75,171	(18,680)	32,932	(65,178)
Ending Cash	118,738	101,320	61,306	38,477	78,985	116,018	118,225	91,392	22,400	97,571	78,891	111,823	1,035,145

The Golf Club at Cypress Head
Summary of All Units
For the Eleven Months Ending August 31, 2017

MTD Actual	MTD Budget	% of Budget	MTD Prior Year	% of PY		YTD Actual	YTD Budget	% of Budget	YTD Prior Year	% of PY	Annual Budget	
REVENUES												
32,516	41,112	79%	39,699	82%	Green Fees	632,281	607,053	104%	581,793	109%	646,060	667,049
24,615	29,283	84%	31,239	79%	Cart Fee	447,919	444,462	101%	434,071	103%	470,029	474,554
0	0	0%	0	0%	Merchandise	0	0	0%	0	0%	0	(137)
0	20	0%	10	0%	Handicap Fee	4,610	4,547	101%	4,849	95%	4,567	4,650
730	250	292%	802	91%	Lessons	6,171	3,681	168%	6,745	91%	3,931	6,361
0	0	0%	0	0%	Other Pro Shop Revenue	0	0	0%	74	0%	0	0
240	200	120%	100	240%	Rental Clubs	2,680	2,842	94%	2,557	105%	3,042	2,730
4,982	4,300	116%	4,292	116%	Retail	59,492	53,914	110%	50,829	117%	57,514	63,119
1,853	2,666	69%	2,426	76%	Range	33,420	32,146	104%	32,278	104%	34,679	35,293
0	0	0%	0	0%	Food & Beverage	0	0	0%	0	0%	0	137
2,171	2,644	82%	2,590	84%	City Surcharge R & R	36,925	37,813	98%	35,525	104%	39,852	39,206
67,108	80,475	83%	81,158	83%	Total Revenues	1,223,497	1,186,458	103%	1,148,720	107%	1,259,674	1,292,962
COST OF GOODS SOLD												
2,925	3,010	97%	2,324	126%	COGS - Merchandise	34,987	37,740	93%	34,135	102%	40,260	37,042
2,925	3,010	97%	2,324	126%	Total COGS	34,987	37,740	93%	34,135	102%	40,260	37,042
64,182	77,465	83%	78,835	81%	GROSS MARGIN	1,188,510	1,148,718	103%	1,114,585	107%	1,219,414	1,255,920
58.72%	70.00%	83.88%	54.13%	108.46%	COGS - Merchandise %	58.81%	70.00%	84.01%	67.16%	87.57%	70.00%	703.09%
PAYROLL												
16,765	19,078	88%	22,953	73%	Gross Payroll - Salaried	213,005	209,858	101%	211,468	101%	228,936	233,203
20,035	26,206	76%	20,794	96%	Gross Payroll - Hourly	279,546	293,242	95%	278,905	100%	318,603	303,168
36,800	45,284	81%	43,747	84%	S/T Wages	492,552	503,100	98%	490,373	100%	547,539	536,371
3,219	3,465	93%	3,188	101%	Payroll Tax - FICA	37,398	38,493	97%	36,799	102%	41,893	40,641
158	256	62%	226	70%	Payroll Tax - UC	3,815	4,722	81%	5,507	69%	4,953	4,049
756	989	76%	332	228%	Payroll Tax - WC	9,383	10,748	87%	10,151	92%	11,719	10,495
5,047	6,250	81%	4,656	108%	Benefits	60,505	65,719	92%	56,431	107%	71,967	62,888
9,179	10,960	84%	8,402	109%	S/T Adders	111,100	119,682	93%	108,889	102%	130,532	118,073
45,979	56,244	82%	52,148	88%	TOTAL PAYROLL	603,652	622,782	97%	599,262	101%	678,071	654,444
OPERATING EXPENSES												
246	200	123%	0	0%	Cart Supplies	1,776	2,321	77%	1,160	153%	2,521	1,973
965	381	253%	0	0%	Course Accessories	4,314	3,576	121%	2,123	203%	3,886	4,411
1,160	0	0%	7,514	15%	Fertilizer	28,135	23,536	120%	28,447	99%	25,094	38,503
0	0	0%	0	0%	Flowers/Decor	0	399	0%	607	0%	399	998
0	1,000	0%	912	0%	Fuel	9,920	11,954	83%	8,943	111%	13,026	12,314
0	226	0%	2,349	0%	Fungicides	4,900	2,832	173%	4,553	108%	4,045	5,570
888	186	477%	3,249	27%	Herbicides	16,332	13,352	122%	15,530	105%	15,068	21,323
3,648	0	0%	5,106	71%	Insecticides	31,576	14,076	224%	12,663	249%	15,077	33,862
373	295	127%	245	152%	Janitorial Supplies	2,875	3,920	73%	3,766	76%	4,136	3,186
449	102	440%	73	618%	Laundry/Uniforms	687	947	73%	142	484%	1,038	687
386	403	96%	221	175%	Office Supplies	3,719	3,957	94%	4,078	91%	4,366	4,341
0	0	0%	0	0%	Range Balls	2,515	3,330	76%	2,550	99%	3,330	2,515
16	100	16%	0	0%	Range Equipment	1,165	1,184	98%	1,258	93%	1,284	1,165
0	50	0%	0	0%	Range Expenses	0	460	0%	23	0%	460	0
1,377	1,005	137%	0	0%	Sand/Topdress	9,029	9,011	100%	7,655	118%	9,011	12,454
0	0	0%	0	0%	Seeds/Trees	4,400	4,069	108%	3,469	127%	4,069	4,400
0	100	0%	0	0%	Small Tools	1,261	407	310%	55	2281%	407	1,729
0	0	0%	41	0%	Staff/Volunteer Uniforms	0	833	0%	41	0%	833	0
0	150	0%	0	0%	Supplies	927	1,651	56%	1,489	62%	1,801	2,021
55	0	0%	250	22%	Tournament Expense	(195)	1,174	-17%	1,159	-17%	1,174	(676)
207	141	146%	294	70%	Alarm System	2,934	1,334	220%	2,097	140%	1,425	3,255
0	0	0%	0	0%	Carpet Cleaning	0	550	0%	0	0%	890	0
0	200	0%	0	0%	Cart Repairs	33	1,655	2%	1,032	3%	1,855	327
379	259	146%	149	255%	Computer Service	2,625	6,653	39%	2,942	89%	6,912	2,815
0	0	0%	0	0%	Contract Cleaning	0	130	0%	130	0%	130	0
0	0	0%	0	0%	Guest Relations	32	0	0%	135	24%	0	32
0	158	0%	507	0%	Handicap Expense	4,174	4,475	93%	4,924	85%	4,475	4,174
0	0	0%	0	0%	Indoor Plant Maint	0	100	0%	0	0%	100	0
333	963	35%	474	70%	Irrigation	5,760	5,970	96%	5,178	111%	6,392	5,767
0	75	0%	71	0%	Lesson Expense	0	890	0%	1,151	0%	965	0
0	0	0%	0	0%	Pest Control	0	230	0%	0	0%	230	0
2,943	1,688	174%	3,182	92%	Repair & Maint - Equipment	27,396	22,088	124%	25,548	107%	22,585	33,257
442	0	0%	0	0%	Repair & Maint - Building	3,272	3,208	102%	3,083	106%	3,208	3,541
5,356	5,356	100%	5,356	100%	Cart Lease	58,912	58,916	100%	58,912	100%	64,272	64,268
4,886	4,886	100%	4,512	108%	Equipment Lease	53,749	53,746	100%	49,628	108%	58,632	58,260
168	162	104%	168	100%	Off-Site Storage	1,912	1,842	104%	1,885	98%	1,974	2,016
1,157	1,157	100%	905	128%	Utilities - Electric	12,219	12,356	99%	11,487	106%	13,383	13,206
4,095	3,923	104%	4,931	83%	Utilities - Other	50,415	38,272	132%	45,058	112%	41,871	54,559
362	243	149%	240	151%	Utilities - Telephone/Fax	2,797	2,206	127%	2,465	113%	2,449	2,896
212	193	110%	244	87%	Utilities - Water	2,839	2,706	105%	2,926	97%	2,897	3,091

The Golf Club at Cypress Head
Summary of All Units
For the Eleven Months Ending August 31, 2017

MTD	MTD	% of	MTD	% of		YTD	YTD	% of	YTD	% of	Annual	
Actual	Budget	Budget	Prior Year	PY		Actual	Budget	Budget	Prior Year	PY	Budget	
1,022	527	194%	2,827	36%	Advertising & Promotion	18,132	15,219	119%	18,871	96%	16,247	18,493
461	42	1097%	280	165%	Bank Charges	5,595	1,356	413%	2,349	238%	1,382	6,517
(2)	0	0%	107	-2%	Cash Short/(Over)	(694)	0	0%	(403)	172%	0	(15)
250	200	125%	200	125%	Cell Phone	1,900	2,275	84%	2,025	94%	2,475	2,050
2,171	2,644	62%	2,590	84%	City Surcharge R & R	36,925	37,813	98%	35,525	104%	39,852	39,206
30	92	33%	0	0%	Copier/Photocopies	656	671	98%	658	100%	671	760
1,171	1,952	60%	1,177	99%	Credit Card Discounts	23,302	26,062	89%	22,269	105%	27,744	24,534
0	0	0%	0	0%	Donations	(267)	0	0%	164	-163%	0	(67)
0	100	0%	0	0%	Dues & Subscriptions	1,039	1,109	94%	609	171%	1,109	1,039
0	0	0%	0	0%	Education & Training	525	200	263%	0	0%	200	525
386	221	175%	679	57%	Employee Relations	1,674	2,110	79%	2,191	76%	2,122	1,829
11	57	18%	58	18%	Employee Testing	420	244	172%	264	159%	244	706
4,178	3,871	108%	4,567	91%	Insurance Expense	43,082	42,506	101%	41,852	103%	46,377	46,940
0	253	0%	0	0%	Member Relations	65	649	10%	131	49%	649	65
35	0	0%	35	99%	Messenger Service - Fedex	191	334	57%	353	54%	403	270
0	500	0%	0	0%	Miscellaneous	864	12,791	7%	13,291	7%	13,291	900
0	0	0%	0	0%	O/S - Accounting	12,000	12,000	100%	12,000	100%	12,000	12,000
0	0	0%	0	0%	O/S - Legal	0	0	0%	0	0%	80	0
0	0	0%	0	0%	O/S - Legal-Mgmt Contracts	56	0	0%	0	0%	0	56
3,600	2,000	180%	5,133	70%	O/S - Other	9,350	9,218	101%	15,005	62%	9,218	11,583
514	293	175%	1,177	44%	Payroll Processing Fee	9,831	3,198	307%	4,574	215%	3,535	11,945
65	10	647%	36	168%	Postage/Shipping	752	290	259%	136	554%	634	752
45	(30)	-150%	(30)	-150%	Tax/Licenses/Fees	360	(70)	-514%	(225)	-160%	(100)	330
0	0	0%	0	0%	Theft Loss	0	0	0%	106	0%	0	0
120	0	0%	51	237%	Travel - Meals	1,709	683	250%	1,475	116%	683	2,128
381	1,143	33%	193	197%	Travel - Other	8,942	15,621	57%	9,904	90%	16,423	10,363
0	1,000	0%	0	0%	Website Expenses	0	4,000	0%	3,000	0%	4,000	0
32	20	160%	0	0%	Employee Meals	32	420	8%	25	128%	669	32
44,574	38,497	116%	60,073	74%	TOTAL OPERATING EXPENSES	528,782	508,985	104%	504,442	105%	545,578	595,180
(26,371)	(17,276)	153%	(33,386)	79%	EBITDA	56,077	16,951	331%	10,882	515%	(4,235)	6,296
5,713	5,827	98%	5,713	100%	Management Fee	62,841	64,097	98%	64,498	97%	69,924	68,554
5,713	5,827	98%	5,713	100%	Management Fees	62,841	64,097	98%	64,498	97%	69,924	68,554
37	98	38%	98	38%	Deprec - Mach & Equip	406	1,078	38%	1,073	38%	1,176	1,260
117	283	41%	283	41%	Deprec - Buildings	1,282	3,113	41%	3,118	41%	3,396	7,384
154	381	40%	381	40%	S/T DEPR. & AMORT	1,688	4,191	40%	4,191	40%	4,572	8,644
(32,237)	(23,484)	137%	(39,480)	82%	NET INCOME	(8,452)	(51,337)	16%	(57,807)	15%	(78,731)	(70,902)

The Golf Club at Cypress Head
Course & Grounds
For the Eleven Months Ending August 31, 2017

MTD Actual	MTD Budget	% of Budget	MTD Prior Year	% of PY		YTD Actual	YTD Budget	% of Budget	YTD Prior Year	% of PY	Annual Budget	
REVENUES												
32,516	41,112	79%	39,699	82%	Green Fees	632,281	607,053	104%	581,793	109%	646,060	667,049
2,171	2,644	82%	2,590	84%	City Surcharge R & R	36,925	37,813	98%	35,525	104%	39,852	39,206
34,688	43,756	79%	42,289	82%	Total Revenues	669,206	644,866	104%	617,318	108%	685,912	706,255
34,688	43,756	79%	42,289	82%	GROSS MARGIN	669,206	644,866	104%	617,318	108%	685,912	706,255
PAYROLL												
4,684	7,802	60%	11,416	41%	Gross Payroll - Salaried	82,544	85,822	96%	85,885	96%	93,624	91,326
10,998	15,738	70%	11,797	93%	Gross Payroll - Hourly	170,359	170,899	100%	168,055	101%	186,129	184,840
15,682	23,540	67%	23,213	68%	S/T Wages	252,902	256,721	99%	253,940	100%	279,753	276,166
1,537	1,801	85%	1,589	97%	Payroll Tax - FICA	18,319	19,640	93%	18,056	101%	21,402	19,921
65	66	99%	97	68%	Payroll Tax - UC	1,976	1,985	100%	2,686	74%	2,040	2,079
361	514	70%	162	223%	Payroll Tax - WC	4,586	5,487	84%	5,051	91%	5,990	5,153
2,755	3,665	75%	2,482	111%	Benefits	36,886	38,517	96%	32,810	112%	42,181	38,366
4,718	6,046	78%	4,330	109%	S/T Adders	61,767	65,629	94%	58,602	105%	71,613	65,519
20,400	29,586	69%	27,543	74%	TOTAL PAYROLL	314,670	322,350	98%	312,543	101%	351,366	341,685
OPERATING EXPENSES												
965	381	253%	0	0%	Course Accessories	4,314	3,576	121%	2,123	203%	3,886	4,411
1,160	0	0%	7,514	15%	Fertilizer	28,135	23,536	120%	28,447	99%	25,094	38,503
0	0	0%	0	0%	Flowers/Decor	0	399	0%	607	0%	399	998
0	1,000	0%	912	0%	Fuel	9,920	11,954	83%	8,943	111%	13,026	12,314
0	226	0%	2,349	0%	Fungicides	4,900	2,832	173%	4,553	108%	4,045	5,570
888	186	477%	3,249	27%	Herbicides	16,332	13,352	122%	15,530	105%	15,068	21,323
3,648	0	0%	5,106	71%	Insecticides	31,576	14,076	224%	12,663	249%	15,077	33,862
1,377	1,005	137%	0	0%	Sand/Topdress	9,029	9,011	100%	7,655	118%	9,011	12,454
0	0	0%	0	0%	Seeds/Trees	4,400	4,069	108%	3,469	127%	4,069	4,400
0	100	0%	0	0%	Small Tools	1,261	407	310%	55	2281%	407	1,729
0	0	0%	41	0%	Staff/Volunteer Uniforms	0	833	0%	41	0%	833	0
333	963	35%	474	70%	Irrigation	5,760	5,970	96%	5,178	111%	6,392	5,767
2,533	1,613	157%	3,182	80%	Repair & Maint - Equipment	24,346	20,241	120%	24,990	97%	20,663	28,421
0	0	0%	0	0%	Repair & Maint - Building	10	1,207	1%	270	4%	1,207	10
4,886	4,886	100%	4,512	108%	Equipment Lease	53,749	53,746	100%	49,628	108%	58,632	58,260
270	300	90%	245	110%	Utilities - Electric	2,530	2,412	105%	2,286	111%	2,703	2,791
1,512	1,558	97%	2,342	65%	Utilities - Other	23,761	15,398	154%	20,456	116%	16,748	25,429
204	93	219%	101	202%	Utilities - Telephone/Fax	1,104	979	113%	1,110	99%	1,072	1,204
212	193	110%	244	87%	Utilities - Water	2,839	2,706	105%	2,926	97%	2,897	3,091
0	0	0%	0	0%	Education & Training	375	0	0%	0	0%	0	375
0	0	0%	29	0%	Employee Relations	0	200	0%	542	0%	200	0
11	57	18%	58	18%	Employee Testing	420	244	172%	264	159%	244	706
3,600	2,000	180%	5,133	70%	O/S - Other	9,000	9,218	98%	15,005	60%	9,218	11,233
0	0	0%	0	0%	Tax/Licenses/Fees	300	0	0%	0	0%	0	300
0	100	0%	0	0%	Travel - Other	0	1,600	0%	1,800	0%	1,700	0
21,599	14,661	147%	35,491	61%	TOTAL OPERATING EXPENSES	234,063	197,966	118%	208,541	112%	212,591	273,151
(7,311)	(491)	1489%	(20,745)	35%	EBITDA	120,474	124,550	97%	96,234	125%	121,955	91,419
(7,311)	(491)	1489%	(20,745)	35%	NET INCOME	120,474	124,550	97%	96,234	125%	121,955	91,419

The Golf Club at Cypress Head
Carts
For the Eleven Months Ending August 31, 2017

MTD Actual	MTD Budget	% of Budget	MTD Prior Year	% of PY		YTD Actual	YTD Budget	% of Budget	YTD Prior Year	% of PY	Annual Budget	
24,615	29,283	84%	31,239	79%	REVENUES	447,919	444,462	101%	434,071	103%	470,029	474,554
24,615	29,283	84%	31,239	79%	Cart Fee	447,919	444,462	101%	434,071	103%	470,029	474,554
24,615	29,283	84%	31,239	79%	Total Revenues	447,919	444,462	101%	434,071	103%	470,029	474,554
					GROSS MARGIN	447,919	444,462	101%	434,071	103%	470,029	474,554
6,147	6,239	99%	5,467	112%	PAYROLL	72,514	76,641	95%	66,639	109%	82,679	78,015
6,147	6,239	99%	5,467	112%	Gross Payroll - Hourly	72,514	76,641	95%	66,639	109%	82,679	78,015
					S/T Wages							
491	477	103%	431	114%	Payroll Tax - FICA	5,705	5,861	97%	5,219	109%	6,323	6,148
85	130	65%	107	79%	Payroll Tax - UC	1,094	1,562	70%	1,611	68%	1,588	1,207
107	136	78%	43	247%	Payroll Tax - WC	1,328	1,635	81%	1,324	100%	1,767	1,459
19	7	268%	12	152%	Benefits	83	83	100%	101	82%	89	94
702	750	94%	594	118%	S/T Adders	8,210	9,141	90%	8,254	99%	9,867	8,908
6,849	6,989	98%	6,061	113%	TOTAL PAYROLL	80,724	85,782	94%	74,893	108%	92,546	86,922
246	200	123%	0	0%	OPERATING EXPENSES	1,776	2,321	77%	1,160	153%	2,521	1,973
0	200	0%	0	0%	Cart Supplies	33	1,655	2%	1,032	3%	1,855	327
5,356	5,356	100%	5,356	100%	Cart Repairs	58,912	58,916	100%	58,912	100%	64,272	64,268
887	857	104%	660	134%	Cart Lease	9,689	9,944	97%	9,201	105%	10,680	10,415
6,489	6,613	98%	6,016	108%	Utilities - Electric	70,411	72,836	97%	70,305	100%	79,328	76,983
11,277	15,681	72%	19,162	59%	TOTAL OPERATING EXPENSES	296,784	285,844	104%	288,873	103%	298,155	310,648
11,277	15,681	72%	19,162	59%	EBITDA	296,784	285,844	104%	288,873	103%	298,155	310,648
					NET INCOME	296,784	285,844	104%	288,873	103%	298,155	310,648

The Golf Club at Cypress Head
Range
For the Eleven Months Ending August 31, 2017

MTD Actual	MTD Budget	% of Budget	MTD Prior Year	% of PY		YTD Actual	YTD Budget	% of Budget	YTD Prior Year	% of PY	Annual Budget	
1,853	2,666	69%	2,426	76%	REVENUES							
1,853	2,666	69%	2,426	76%	Range	33,420	32,146	104%	32,278	104%	34,679	35,293
1,853	2,666	69%	2,426	76%	Total Revenues	33,420	32,146	104%	32,278	104%	34,679	35,293
1,853	2,666	69%	2,426	76%	GROSS MARGIN	33,420	32,146	104%	32,278	104%	34,679	35,293
0	0	0%	0	0%	OPERATING EXPENSES							
16	100	16%	0	0%	Range Balls	2,515	3,330	76%	2,550	99%	3,330	2,515
0	50	0%	0	0%	Range Equipment	1,165	1,184	98%	1,258	93%	1,284	1,165
0	75	0%	0	0%	Range Expenses	0	460	0%	23	0%	460	0
16	225	7%	0	0%	Repair & Maint - Equipment	0	825	0%	0	0%	900	0
					TOTAL OPERATING EXPENSES	3,680	5,799	63%	3,831	96%	5,974	3,680
1,837	2,441	75%	2,426	76%	EBITDA	29,739	26,347	113%	28,446	105%	28,705	31,612
1,837	2,441	75%	2,426	76%	NET INCOME	29,739	26,347	113%	28,446	105%	28,705	31,612

The Golf Club at Cypress Head
F & B Cafe
For the Eleven Months Ending August 31, 2017

MTD Actual	MTD Budget	% of Budget	MTD Prior Year	% of PY		YTD Actual	YTD Budget	% of Budget	YTD Prior Year	% of PY	Annual Budget	
0	0	0%	0	0%	REVENUES							
0	0	0%	0	0%	Food & Beverage	0	0	0%	0	0%	0	137
0	0	0%	0	0%	Total Revenues	0	0	0%	0	0%	0	137
0	0	0%	0	0%	GROSS MARGIN	0	0	0%	0	0%	0	137
0	0	0%	0	0%	OPERATING EXPENSES							
0	0	0%	0	0%	Repair & Maint - Equipment	0	0	0%	79	0%	0	0
0	0	0%	0	0%	Cash Short/(Over)	0	0	0%	137	0%	0	0
0	0	0%	0	0%	Theft Loss	0	0	0%	106	0%	0	0
0	0	0%	0	0%	TOTAL OPERATING EXPENSES	0	0	0%	322	0%	0	0
0	0	0%	0	0%	EBITDA	0	0	0%	(322)	0%	0	137
0	0	0%	0	0%	NET INCOME	0	0	0%	(322)	0%	0	137

The Golf Club at Cypress Head
Golf Shop
For the Eleven Months Ending August 31, 2017

MTD Actual	MTD Budget	% of Budget	MTD Prior Year	% of PY		YTD Actual	YTD Budget	% of Budget	YTD Prior Year	% of PY	Annual Budget	
REVENUES												
0	0	0%	0	0%	Merchandise	0	0	0%	0	0%	0	(137)
0	20	0%	10	0%	Handicap Fee	4,610	4,547	101%	4,849	95%	4,567	4,650
730	250	292%	802	91%	Lessons	6,171	3,681	168%	6,745	91%	3,931	6,361
0	0	0%	0	0%	Other Pro Shop Revenue	0	0	0%	74	0%	0	0
240	200	120%	100	240%	Rental Clubs	2,680	2,842	94%	2,557	105%	3,042	2,730
4,982	4,300	116%	4,292	116%	Retail	59,492	53,914	110%	50,829	117%	57,514	63,119
5,952	4,770	125%	5,204	114%	Total Revenues	72,953	64,984	112%	65,053	112%	69,054	76,723
COST OF GOODS SOLD												
2,925	3,010	97%	2,324	126%	COGS - Merchandise	34,987	37,740	93%	34,135	102%	40,260	37,042
2,925	3,010	97%	2,324	126%	Total COGS	34,987	37,740	93%	34,135	102%	40,260	37,042
3,027	1,760	172%	2,881	105%	GROSS MARGIN	37,965	27,244	139%	30,918	123%	28,794	39,682
58.72%	70.00%	83.88%	54.13%	108.46%	COGS - Merchandise %	58.81%	70.00%	84.01%	67.16%	87.57%	70.00%	703.09%
PAYROLL												
2,890	4,229	68%	3,530	82%	Gross Payroll - Hourly	36,674	45,702	80%	44,212	83%	49,795	40,314
2,890	4,229	68%	3,530	82%	S/T Wages	36,674	45,702	80%	44,212	83%	49,795	40,314
237	324	73%	276	86%	Payroll Tax - FICA	2,887	3,499	82%	3,418	84%	3,812	3,166
8	55	14%	22	35%	Payroll Tax - UC	393	683	58%	704	56%	728	411
52	92	57%	25	208%	Payroll Tax - WC	661	974	68%	847	78%	1,063	751
296	471	63%	323	92%	S/T Adders	3,940	5,156	76%	4,969	79%	5,603	4,328
3,187	4,700	68%	3,853	83%	TOTAL PAYROLL	40,614	50,858	80%	49,181	83%	55,398	44,642
OPERATING EXPENSES												
0	50	0%	0	0%	Office Supplies	860	550	156%	739	116%	600	860
0	150	0%	0	0%	Supplies	927	1,651	56%	1,489	62%	1,801	2,021
55	0	0%	250	22%	Tournament Expense	(195)	1,174	-17%	1,159	-17%	1,174	(676)
0	158	0%	507	0%	Handicap Expense	4,174	4,475	93%	4,924	85%	4,475	4,174
0	75	0%	71	0%	Lesson Expense	0	890	0%	1,151	0%	965	0
0	0	0%	0	0%	Repair & Maint - Building	0	0	0%	31	0%	0	0
55	433	13%	827	7%	TOTAL OPERATING EXPENSES	5,765	8,740	66%	9,493	61%	9,015	6,379
(215)	(3,373)	6%	(1,799)	12%	EBITDA	(8,414)	(32,354)	26%	(27,756)	30%	(35,619)	(11,339)
(215)	(3,373)	6%	(1,799)	12%	NET INCOME	(8,414)	(32,354)	26%	(27,756)	30%	(35,619)	(11,339)

The Golf Club at Cypress Head
G & A
For the Eleven Months Ending August 31, 2017

MTD Actual	MTD Budget	% of Budget	MTD Prior Year	% of PY		YTD Actual	YTD Budget	% of Budget	YTD Prior Year	% of PY	Annual Budget	
PAYROLL												
8,874	7,905	112%	8,299	107%	Gross Payroll - Salaried	92,606	86,955	106%	88,655	104%	94,860	100,552
8,874	7,905	112%	8,299	107%	S/T Wages	92,606	86,955	106%	88,655	104%	94,860	100,552
727	605	120%	667	109%	Payroll Tax - FICA	7,772	6,655	117%	7,455	104%	7,260	8,441
0	0	0%	0	0%	Payroll Tax - UC	237	291	82%	344	69%	291	237
183	173	106%	77	237%	Payroll Tax - WC	2,071	1,858	111%	2,218	93%	2,031	2,312
1,764	2,153	82%	1,750	101%	Benefits	18,926	22,563	84%	19,004	100%	24,716	19,756
2,674	2,931	91%	2,494	107%	S/T Adders	29,006	31,367	92%	29,021	100%	34,298	30,746
11,548	10,836	107%	10,792	107%	TOTAL PAYROLL	121,612	118,322	103%	117,677	103%	129,158	131,298
OPERATING EXPENSES												
373	295	127%	245	152%	Janitorial Supplies	2,875	3,920	73%	3,766	76%	4,136	3,186
449	102	440%	73	618%	Laundry/Uniforms	687	947	73%	142	484%	1,038	687
386	353	109%	221	175%	Office Supplies	2,858	3,407	84%	3,338	86%	3,766	3,481
207	141	146%	294	70%	Alarm System	2,934	1,334	220%	2,097	140%	1,425	3,255
0	0	0%	0	0%	Carpet Cleaning	0	550	0%	0	0%	890	0
379	259	146%	149	255%	Computer Service	2,625	6,653	39%	2,942	89%	6,912	2,815
0	0	0%	0	0%	Contract Cleaning	0	130	0%	130	0%	130	0
0	0	0%	0	0%	Guest Relations	32	0	0%	135	24%	0	32
0	0	0%	0	0%	Indoor Plant Maint	0	100	0%	0	0%	100	0
0	0	0%	0	0%	Pest Control	0	230	0%	0	0%	230	0
410	0	0%	0	0%	Repair & Maint - Equipment	3,050	1,022	298%	479	636%	1,022	4,836
442	0	0%	0	0%	Repair & Maint - Building	3,262	2,001	163%	2,782	117%	2,001	3,531
168	162	104%	168	100%	Off-Site Storage	1,848	1,812	102%	1,885	98%	1,974	2,016
2,583	2,365	109%	2,589	100%	Utilities - Other	26,654	22,874	117%	24,602	108%	25,123	29,130
158	150	106%	139	114%	Utilities - Telephone/Fax	1,692	1,227	138%	1,355	125%	1,377	1,692
461	42	1097%	280	165%	Bank Charges	5,595	1,356	413%	2,349	238%	1,382	6,517
(2)	0	0%	107	-2%	Cash Short/(Over)	(694)	0	0%	(540)	129%	0	(15)
250	200	125%	200	125%	Cell Phone	1,900	2,275	84%	2,025	94%	2,475	2,050
2,171	2,644	82%	2,590	84%	City Surcharge R & R	36,925	37,813	98%	35,525	104%	39,852	39,206
30	92	33%	0	0%	Copier/Photocopies	656	671	98%	658	100%	671	760
1,171	1,952	60%	1,177	99%	Credit Card Discounts	23,302	26,062	89%	22,269	105%	27,744	24,534
0	0	0%	0	0%	Donations	(267)	0	0%	164	-163%	0	(67)
0	100	0%	0	0%	Dues & Subscriptions	1,039	1,109	94%	609	171%	1,109	1,039
0	0	0%	0	0%	Education & Training	150	200	75%	0	0%	200	150
386	221	175%	650	59%	Employee Relations	1,674	1,910	88%	1,649	101%	1,922	1,829
4,178	3,871	108%	4,567	91%	Insurance Expense	43,082	42,506	101%	41,852	103%	46,377	46,940
0	253	0%	0	0%	Member Relations	65	649	10%	131	49%	649	65
35	0	0%	35	99%	Messenger Service - Fedex	191	334	57%	353	54%	403	270
0	0	0%	0	0%	Miscellaneous	(36)	1,675	-2%	1,675	-2%	1,675	0
0	0	0%	0	0%	O/S - Accounting	12,000	12,000	100%	12,000	100%	12,000	12,000
0	0	0%	0	0%	O/S - Legal	0	0	0%	0	0%	80	0
0	0	0%	0	0%	O/S - Legal-Mgmt Contracts	56	0	0%	0	0%	0	56
0	0	0%	0	0%	O/S - Other	350	0	0%	0	0%	350	0
514	293	175%	1,177	44%	Payroll Processing Fee	9,831	3,198	307%	4,574	215%	3,535	11,945
65	10	647%	38	168%	Postage/Shipping	752	290	259%	136	554%	634	752
45	(30)	-150%	(30)	-150%	Tax/Licenses/Fees	60	(70)	-86%	(225)	-27%	(100)	30
120	0	0%	51	237%	Travel - Meals	1,709	683	250%	1,475	116%	683	2,128
381	943	40%	193	197%	Travel - Other	8,830	12,921	68%	7,702	115%	13,523	10,251
32	20	160%	0	0%	Employee Meals	32	420	8%	25	128%	669	32
15,392	14,438	107%	14,912	103%	TOTAL OPERATING EXPENSES	195,718	192,209	102%	178,060	110%	205,607	215,481
(26,940)	(25,274)	107%	(25,704)	105%	EBITDA	(317,329)	(310,531)	102%	(295,737)	107%	(334,765)	(346,779)
5,713	5,827	98%	5,713	100%	Management Fee	62,841	64,097	98%	64,498	97%	69,924	68,554
5,713	5,827	98%	5,713	100%	Management Fees	62,841	64,097	98%	64,498	97%	69,924	68,554
37	98	38%	98	38%	Deprec - Mach & Equip	406	1,078	38%	1,073	38%	1,176	1,260
117	283	41%	283	41%	Deprec - Buildings	1,282	3,113	41%	3,118	41%	3,396	7,384
154	381	40%	381	40%	S/T DEPR. & AMORT	1,688	4,191	40%	4,191	40%	4,572	8,644
(32,807)	(31,482)	104%	(31,798)	103%	NET INCOME	(381,858)	(378,819)	101%	(364,426)	105%	(409,261)	(423,977)

The Golf Club at Cypress Head
Marketing
For the Eleven Months Ending August 31, 2017

MTD Actual	MTD Budget	% of Budget	MTD Prior Year	% of PY		YTD Actual	YTD Budget	% of Budget	YTD Prior Year	% of PY	Annual Budget	
					PAYROLL							
3,207	3,371	95%	3,238	99%	Gross Payroll - Salaried	37,856	37,081	102%	36,927	103%	40,452	41,325
3,207	3,371	95%	3,238	99%	S/T Wages	37,856	37,081	102%	36,927	103%	40,452	41,325
227	258	88%	225	101%	Payroll Tax - FICA	2,715	2,838	96%	2,652	102%	3,096	2,965
0	5	0%	0	0%	Payroll Tax - UC	115	201	57%	163	71%	206	115
54	74	73%	25	221%	Payroll Tax - WC	736	794	93%	711	104%	868	820
508	425	120%	412	123%	Benefits	4,610	4,556	101%	4,516	102%	4,981	4,673
789	762	104%	662	119%	S/T Adders	8,176	8,389	97%	8,042	102%	9,151	8,572
3,996	4,133	97%	3,899	102%	TOTAL PAYROLL	46,032	45,470	101%	44,969	102%	49,603	49,897
					OPERATING EXPENSES							
1,022	527	194%	2,827	36%	Advertising & Promotion	18,132	15,219	119%	18,871	96%	16,247	18,493
0	500	0%	0	0%	Miscellaneous	900	11,116	8%	11,616	8%	11,616	900
0	100	0%	0	0%	Travel - Other	112	1,100	10%	402	28%	1,200	112
0	1,000	0%	0	0%	Website Expenses	0	4,000	0%	3,000	0%	4,000	0
1,022	2,127	48%	2,827	36%	TOTAL OPERATING EXPENSES	19,145	31,435	61%	33,889	56%	33,063	19,506
(5,018)	(6,260)	80%	(6,726)	75%	EBITDA	(65,177)	(76,905)	85%	(78,858)	83%	(82,666)	(69,403)
(5,018)	(6,260)	80%	(6,726)	75%	NET INCOME	(65,177)	(76,905)	85%	(78,858)	83%	(82,666)	(69,403)

The Golf Club at Cypress Head
For the Eleven Months Ending August 31, 2017

MTD Actual	MTD Budget	% of Budget	MTD Prior Year	% of PY		YTD Actual	YTD Budget	% of Budget	YTD Prior Year	% of PY	Annual Budget	
REVENUES												
57,131	70,395	81%	70,938	81%	Green Fees & Cart Fees	1,080,200	1,051,515	103%	1,015,864	106%	1,116,089	1,141,602
4,962	4,300	116%	4,292	116%	Merchandise	59,492	53,914	110%	50,829	117%	57,514	62,962
970	470	208%	912	106%	Other Pro Shop	13,461	11,070	122%	14,225	95%	11,540	13,741
1,853	2,666	69%	2,426	76%	Range	33,420	32,146	104%	32,278	104%	34,679	35,293
0	0	0%	0	0%	Food and Beverage	0	0	0%	0	0%	0	137
2,171	2,644	82%	2,590	84%	Other Operating Revenues	36,925	37,813	98%	35,525	104%	39,852	39,206
67,108	80,475	83%	81,158	83%	TOTAL REVENUE	1,223,497	1,186,458	103%	1,148,720	107%	1,259,674	1,292,962
COST OF SALES												
2,925	3,010	97%	2,324	126%	Merchandise	34,987	37,740	93%	34,135	102%	40,260	37,042
2,925	3,010	97%	2,324	126%	TOTAL COGS	34,987	37,740	93%	34,135	102%	40,260	37,042
58.7%	70.0%	83.9%	54.1%	108.5%	COGS - Merchandise %	58.8%	70.0%	84.0%	67.2%	87.6%	70.0%	703.1%
PAYROLL												
20,400	29,586	69%	27,543	74%	Course and Grounds	314,670	322,350	98%	312,543	101%	351,366	341,685
6,849	6,989	98%	6,061	113%	Carts, Range, Starters, Etc.	80,724	85,782	94%	74,893	108%	92,546	86,922
3,167	4,700	68%	3,653	83%	Pro Shop	40,614	50,858	80%	49,181	83%	55,398	44,642
11,548	10,836	107%	10,792	107%	General and Administrative	121,612	118,322	103%	117,677	103%	129,158	131,298
3,996	4,133	97%	3,699	102%	Marketing	46,032	45,470	101%	44,969	102%	49,603	49,897
45,979	56,244	82%	52,148	88%	TOTAL PAYROLL	603,652	622,782	97%	599,262	101%	678,071	654,444
OPERATING EXPENSES												
21,599	14,661	147%	35,491	61%	Course and Grounds	234,063	197,966	118%	208,541	112%	212,591	273,151
6,505	6,838	95%	6,016	108%	Carts, Range, Starters, Etc.	74,091	78,635	94%	74,136	100%	85,302	80,663
55	433	13%	827	7%	Pro Shop	5,765	8,740	66%	9,493	61%	9,015	6,379
0	0	0%	0	0%	Food and Beverage	0	0	0%	322	0%	0	0
15,392	14,438	107%	14,912	103%	General and Administrative	195,718	192,209	102%	178,060	110%	205,607	215,481
1,022	2,127	48%	2,827	36%	Marketing	19,145	31,435	61%	33,889	56%	33,063	19,506
44,574	38,497	116%	60,073	74%	TOTAL OPERATING EXPENSES	528,782	508,985	104%	504,442	105%	545,578	595,180
93,478	97,751	96%	114,545	82%	TOTAL EXPENSES	1,167,420	1,169,507	100%	1,137,838	103%	1,263,909	1,286,666
(26,371)	(17,276)	153%	(33,386)	79%	EBITDA	56,077	16,951	331%	10,882	515%	(4,235)	6,296

The Golf Club at Cypress Head
For the Eleven Months Ending August 31, 2017

MTD Actual	MTD Budget	% of Budget	MTD Prior Year	% of PY		YTD Actual	YTD Budget	% of Budget	YTD Prior Year	% of PY	Annual Budget	
(26,371)	(17,276)	153%	(33,386)	79%	EBITDA	56,077	16,951	331%	10,882	515%	(4,235)	6,296
(5,713)	(5,827)	98%	(5,713)	100%	MANAGEMENT FEES	(62,841)	(64,097)	98%	(64,498)	97%	(69,924)	(68,554)
(154)	(381)	40%	(381)	40%	OTHER INCOME (EXPENSE)	(1,688)	(4,191)	40%	(4,191)	40%	(4,572)	(8,644)
(154)	(381)	40%	(381)	40%	Depreciation & Amortization	(1,688)	(4,191)	40%	(4,191)	40%	(4,572)	(8,644)
(32,237)	(23,484)	137%	(39,480)	82%	TOTAL OTHER INCOME (EXPENSE)	(8,452)	(51,337)	16%	(57,807)	15%	(78,731)	(70,902)
					NET INCOME							
1,975	2,998	66%	2,421	82%	Paid Rounds	34,614	36,246	95%	32,956	105%	38,696	36,536
496	300	165%	579	86%	Annual Pass Rounds	7,624	4,783	159%	8,053	95%	5,051	8,228
181	291	62%	139	130%	Other Rounds	2,551	2,662	96%	2,239	114%	2,812	2,749
2,652	3,589	74%	3,139	84%	Total Rounds	44,789	43,691	103%	43,248	104%	46,559	47,513
34	27	127%	34	101%	Revenue/Paid Rounds	35	33	108%	35	101%	33	423
25	22	113%	26	98%	Revenue/Total Rounds	27	27	101%	27	103%	27	322

TRIAL BALANCE SUMMARY FOR 2016

The Golf Club at Cypress Head

General Ledger

Ranges: From:
Date: 8/1/2017
Account: First

To:
8/31/2017
Last

Sorted By:
Include:
Print Currency In: Functional (Z-US\$)

Account
Posting, Unit

Inactive	Account	Description	Beginning Balance	Debit	Credit	Net Change	Ending Balance
	10020-5950-900	Cash - Course Depository NEW	\$72,743.56	\$138,819.77	\$157,145.93	(\$18,326.16)	\$54,417.40
	10050-5950-900	Cash - Course Payroll BMO	\$23,477.77	\$40,549.46	\$41,103.42	(\$553.96)	\$22,923.81
	10100-5950-900	Cash - Course Other	\$850.00	\$0.00	\$0.00	\$0.00	\$850.00
	10120-5950-900	Cash - New Payroll	\$0.00	\$95.00	\$95.00	\$0.00	\$0.00
	10180-5950-900	Cash - Pro Shop Bank	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
	10200-5950-900	Cash - F&B Bank	\$0.00	\$200.00	\$0.00	\$200.00	\$200.00
	11160-5950-900	A/R Member	\$12,232.47	\$19,429.43	\$28,448.50	(\$9,019.07)	\$3,213.40
	12000-5950-900	Inventory - Merchandise	\$16,171.93	\$2,246.18	\$3,157.53	(\$911.35)	\$15,260.58
	12220-5950-900	Inventory - Beer	\$0.00	\$1,115.50	\$0.00	\$1,115.50	\$1,115.50
	13020-5950-900	Prepaid Insurance	\$15,738.95	\$0.00	\$3,823.99	(\$3,823.99)	\$11,914.96
	13040-5950-900	Prepaid Exp - Other	\$7,746.60	\$5,712.85	\$6,103.49	(\$390.64)	\$7,355.96
	20100-5950-900	Machinery & Equipment	\$5,550.40	\$0.00	\$0.00	\$0.00	\$5,550.40
	20160-5950-900	Buildings and Improvements	\$30,597.54	\$0.00	\$0.00	\$0.00	\$30,597.54
	22040-5950-900	Accum. Deprec - Mach & Equip	(\$3,420.92)	\$0.00	\$36.87	(\$36.87)	(\$3,457.79)
	22080-5950-900	Accum. Deprec - Buildings	(\$22,349.63)	\$0.00	\$116.74	(\$116.74)	(\$22,466.37)
	30000-5950-900	Accts Pay - Trade	(\$61,805.60)	\$143,869.33	\$97,491.66	\$46,377.67	\$15,427.93
	30040-5950-900	Accts Pay - Other	\$28,584.71	\$10,657.50	\$72,783.17	(\$62,125.67)	(\$33,540.96)
	31000-5950-900	Accrued Expenses	(\$326.71)	\$9,547.79	\$10,283.32	(\$735.53)	(\$1,062.24)
	31020-5950-900	Accrued Payroll	(\$18,300.44)	\$12,136.36	\$16,526.93	(\$4,390.57)	(\$22,691.01)
	31080-5950-900	Accrued Tips Payable	\$0.00	\$530.00	\$615.50	(\$85.50)	(\$85.50)
	31220-5950-900	Accrued Sales Tax	(\$4,267.91)	\$4,267.91	\$3,234.47	\$1,033.44	(\$3,234.47)
	31400-5950-900	Accrued City Surcharge	\$0.00	\$13,013.36	\$13,013.36	\$0.00	\$0.00
	32000-5950-900	Deferred Rev - Rainchecks	(\$3,149.09)	\$713.74	\$349.25	\$364.49	(\$2,784.60)
	32020-5950-900	Deferred Rev - Outing Deposits	(\$5,572.10)	\$7,603.53	\$6,553.17	\$1,050.36	(\$4,521.74)
	32040-5950-900	Deferred Rev - Legacy GF Passes	(\$9,928.27)	\$4,964.15	\$0.00	\$4,964.15	(\$4,964.12)
	32050-5950-900	Deferred Revenue - Cypress GF Passes	(\$9,693.50)	\$4,846.73	\$0.00	\$4,846.73	(\$4,846.77)
	32060-5950-900	Deferred Rev - Gift Certificates	(\$125.14)	\$0.00	\$0.00	\$0.00	(\$125.14)
	32070-5950-900	Deferred Rev - Gift Cards	(\$18,644.96)	\$567.84	\$196.42	\$371.42	(\$18,273.54)
	32100-5950-900	Deferred Rev - Credit Books	(\$14,350.55)	\$543.76	\$738.31	(\$194.55)	(\$14,545.10)
	32120-5950-900	Deferred Rev - Trail Fee Pass	(\$18,278.24)	\$9,139.13	\$0.00	\$9,139.13	(\$9,139.11)
	32180-5950-900	Deferred Rev - Package Deposits	\$0.00	\$0.00	\$1,087.85	(\$1,087.85)	(\$1,087.85)
	32220-5950-900	Deferred Rev - Founders Pass	(\$196.99)	\$98.48	\$0.00	\$98.48	(\$98.51)
	49020-5950-900	Retained Earnings - Current	\$1.12	\$0.00	\$0.00	\$0.00	\$1.12
	50000-5950-100	Green Fees - Annual Pass	(\$98,578.93)	\$0.00	\$9,909.36	(\$9,909.36)	(\$108,488.29)
	50040-5950-100	Green Fees - Member	(\$466,432.14)	\$0.00	\$20,533.63	(\$20,533.63)	(\$486,965.77)
	50070-5950-100	Green Fees - (surcharge)	(\$34,753.68)	\$2,171.40	\$4,244.68	(\$2,073.28)	(\$36,826.96)
	50500-5950-200	Cart Fee 18	(\$332,182.37)	\$0.00	\$15,476.00	(\$15,476.00)	(\$347,658.37)
	50520-5950-200	Cart Fee - Annual Trail	(\$91,121.18)	\$0.00	\$9,139.13	(\$9,139.13)	(\$100,260.31)
	52090-5950-600	Handicap Fee	(\$4,610.00)	\$0.00	\$0.00	\$0.00	(\$4,610.00)
	52150-5950-600	Lessons	(\$5,440.98)	\$0.00	\$730.00	(\$730.00)	(\$6,170.98)
	52280-5950-600	Rental Clubs	(\$2,440.00)	\$0.00	\$240.00	(\$240.00)	(\$2,680.00)
	52310-5950-600	Retail	(\$54,509.48)	\$0.00	\$4,982.15	(\$4,982.15)	(\$59,491.63)
	53050-5950-220	Range Pass Revenue	(\$31,567.08)	\$0.00	\$1,852.74	(\$1,852.74)	(\$33,419.82)
	54000-5950-540	Food	\$0.00	\$38.51	\$38.51	\$0.00	\$0.00
	54030-5950-540	Beverage	\$0.00	\$0.54	\$0.54	\$0.00	\$0.00
	54060-5950-540	Beer	\$0.00	\$1,048.80	\$1,048.80	\$0.00	\$0.00
	56120-5950-100	City Surcharge R & R	(\$34,753.68)	\$0.00	\$2,171.40	(\$2,171.40)	(\$36,925.08)
	59010-5950-900	Miscellaneous G&A	\$0.00	\$1,087.85	\$1,087.85	\$0.00	\$0.00
	60000-5950-600	COGS - Merchandise - Accessories	\$32,061.89	\$2,925.30	\$0.00	\$2,925.30	\$34,987.19
	70000-5950-100	Gross Payroll - Salaried	\$77,859.66	\$5,892.84	\$1,208.79	\$4,684.05	\$82,543.71
	70000-5950-900	Gross Payroll - Salaried	\$83,731.69	\$13,383.59	\$4,509.70	\$8,873.89	\$92,605.58
	70000-5950-950	Gross Payroll - Salaried	\$34,649.10	\$4,013.82	\$807.04	\$3,206.78	\$37,855.88
	70010-5950-100	Gross Payroll - Hourly	\$159,361.22	\$21,265.41	\$10,267.85	\$10,997.56	\$170,358.78
	70010-5950-200	Gross Payroll - Hourly	\$66,366.26	\$7,707.45	\$1,560.15	\$6,147.30	\$72,513.56
	70010-5950-600	Gross Payroll - Hourly	\$33,783.78	\$3,752.66	\$862.45	\$2,890.21	\$36,673.99
	71000-5950-100	Payroll Tax - FICA	\$16,781.58	\$1,930.96	\$393.98	\$1,536.98	\$18,318.56
	71000-5950-200	Payroll Tax - FICA	\$5,213.61	\$610.73	\$119.34	\$491.39	\$5,705.00

Inactive	Account	Description	Beginning Balance	Debit	Credit	Net Change	Ending Balance
	71000-5950-600	Payroll Tax - FICA	\$2,650.06	\$304.61	\$68.07	\$236.54	\$2,886.60
	71000-5950-900	Payroll Tax - FICA	\$7,044.97	\$908.90	\$181.73	\$727.17	\$7,772.14
	71000-5950-950	Payroll Tax - FICA	\$2,488.54	\$283.74	\$57.03	\$226.71	\$2,715.25
	71010-5950-100	Payroll Tax - UC	\$1,910.68	\$65.37	\$0.00	\$65.37	\$1,976.05
	71010-5950-200	Payroll Tax - UC	\$1,009.37	\$84.74	\$0.00	\$84.74	\$1,094.11
	71010-5950-600	Payroll Tax - UC	\$385.14	\$7.73	\$0.00	\$7.73	\$392.87
	71010-5950-900	Payroll Tax - UC	\$237.18	\$0.00	\$0.00	\$0.00	\$237.18
	71010-5950-950	Payroll Tax - UC	\$114.92	\$0.00	\$0.00	\$0.00	\$114.92
	71020-5950-100	Payroll Tax - WC	\$4,225.77	\$360.63	\$0.00	\$360.63	\$4,586.40
	71020-5950-200	Payroll Tax - WC	\$1,221.36	\$106.70	\$0.00	\$106.70	\$1,328.06
	71020-5950-600	Payroll Tax - WC	\$608.61	\$52.16	\$0.00	\$52.16	\$660.77
	71020-5950-900	Payroll Tax - WC	\$1,888.55	\$182.52	\$0.00	\$182.52	\$2,071.07
	71020-5950-950	Payroll Tax - WC	\$682.02	\$54.24	\$0.00	\$54.24	\$736.26
	71030-5950-100	Benefits	\$34,130.98	\$4,761.98	\$2,006.54	\$2,755.44	\$36,886.42
	71030-5950-200	Benefits	\$64.25	\$67.98	\$49.19	\$18.79	\$83.04
	71030-5950-900	Benefits	\$17,161.19	\$3,421.45	\$1,657.04	\$1,764.41	\$18,925.60
	71030-5950-950	Benefits	\$4,101.79	\$871.97	\$364.05	\$507.92	\$4,609.71
	80110-5950-200	Cart Supplies	\$1,529.66	\$246.35	\$0.00	\$246.35	\$1,776.01
	80170-5950-100	Course Accessories	\$3,348.91	\$965.48	\$0.00	\$965.48	\$4,314.39
	80230-5950-100	Fertilizer	\$26,974.48	\$1,160.16	\$0.00	\$1,160.16	\$28,134.64
	80270-5950-100	Fuel	\$9,920.04	\$0.00	\$0.00	\$0.00	\$9,920.04
	80280-5950-100	Fungicides	\$4,900.26	\$0.00	\$0.00	\$0.00	\$4,900.26
	80320-5950-100	Herbicides	\$15,444.40	\$888.05	\$0.00	\$888.05	\$16,332.45
	80370-5950-100	Insecticides	\$27,928.25	\$3,647.64	\$0.00	\$3,647.64	\$31,575.89
	80380-5950-900	Janitorial Supplies	\$2,501.94	\$373.47	\$0.00	\$373.47	\$2,875.41
	80420-5950-900	Laundry/Uniforms	\$238.12	\$448.69	\$0.00	\$448.69	\$686.81
	80520-5950-600	Office Supplies	\$860.32	\$0.00	\$0.00	\$0.00	\$860.32
	80520-5950-900	Office Supplies	\$2,472.15	\$386.17	\$0.00	\$386.17	\$2,858.32
	80610-5950-220	Range Balls	\$2,515.00	\$0.00	\$0.00	\$0.00	\$2,515.00
	80620-5950-220	Range Equipment	\$1,149.15	\$16.19	\$0.00	\$16.19	\$1,165.34
	80690-5950-100	Sand/Topdress	\$7,652.28	\$1,376.90	\$0.00	\$1,376.90	\$9,029.18
	80710-5950-100	Seeds/Trees	\$4,400.00	\$0.00	\$0.00	\$0.00	\$4,400.00
	80730-5950-100	Small Tools	\$1,261.40	\$0.00	\$0.00	\$0.00	\$1,261.40
	80780-5950-600	Supplies	\$927.00	\$0.00	\$0.00	\$0.00	\$927.00
	80810-5950-600	Tournament Expense	(\$250.37)	\$7,658.44	\$7,603.53	\$54.91	(\$195.46)
	81010-5950-900	Alarm System	\$2,727.00	\$206.50	\$0.00	\$206.50	\$2,933.50
	81090-5950-200	Cart Repairs	\$33.11	\$0.00	\$0.00	\$0.00	\$33.11
	81130-5950-900	Computer Service	\$2,245.78	\$379.17	\$0.00	\$379.17	\$2,624.95
	81200-5950-900	Guest Relations	\$31.94	\$0.00	\$0.00	\$0.00	\$31.94
	81220-5950-600	Handicap Expense	\$4,173.50	\$0.00	\$0.00	\$0.00	\$4,173.50
	81250-5950-100	Irrigation	\$5,426.89	\$332.85	\$0.00	\$332.85	\$5,759.74
	81350-5950-100	Repair & Maint - Equipment	\$21,813.47	\$2,532.58	\$0.00	\$2,532.58	\$24,346.05
	81350-5950-900	Repair & Maint - Equipment	\$2,640.12	\$410.00	\$0.00	\$410.00	\$3,050.12
	81360-5950-100	Repair & Maint - Building	\$10.42	\$0.00	\$0.00	\$0.00	\$10.42
	81360-5950-900	Repair & Maint - Building	\$2,820.29	\$441.68	\$0.00	\$441.68	\$3,261.97
	82000-5950-200	Cart Lease	\$53,556.70	\$5,355.67	\$0.00	\$5,355.67	\$58,912.37
	82020-5950-100	Equipment Lease	\$48,862.50	\$4,886.25	\$0.00	\$4,886.25	\$53,748.75
	82060-5950-900	Off-Site Storage	\$1,680.00	\$168.00	\$0.00	\$168.00	\$1,848.00
	83000-5950-100	Utillties - Electric	\$2,260.48	\$269.57	\$0.00	\$269.57	\$2,530.05
	83000-5950-200	Utillties - Electric	\$8,802.03	\$887.28	\$0.00	\$887.28	\$9,689.31
	83020-5950-100	Utillties - Other	\$22,248.48	\$1,512.43	\$0.00	\$1,512.43	\$23,760.91
	83020-5950-900	Utillties - Other	\$24,070.73	\$2,582.94	\$0.00	\$2,582.94	\$26,653.67
	83030-5950-100	Utillties - Telephone/Fax	\$900.54	\$203.92	\$0.00	\$203.92	\$1,104.46
	83030-5950-900	Utillties - Telephone/Fax	\$1,533.85	\$158.36	\$0.00	\$158.36	\$1,692.21
	83050-5950-100	Utillties - Water	\$2,626.83	\$212.24	\$0.00	\$212.24	\$2,839.07
	84030-5950-950	Adv/Promo - Local/Regional Print	\$1,800.00	\$0.00	\$0.00	\$0.00	\$1,800.00
	84040-5950-950	Adv/Promo - Mktg/Bus Dev	\$13,210.05	\$1,022.44	\$0.00	\$1,022.44	\$14,232.49
	84110-5950-950	Adv/Promo - Website	\$2,100.00	\$0.00	\$0.00	\$0.00	\$2,100.00
	85020-5950-900	Bank Charges	\$5,134.45	\$460.63	\$0.00	\$460.63	\$5,595.08
	85050-5950-900	Cash Short/(Over)	(\$692.47)	\$385.46	\$387.31	(\$1.85)	(\$694.32)
	85060-5950-900	Cell Phone	\$1,650.00	\$250.00	\$0.00	\$250.00	\$1,900.00
	85070-5950-900	City Surcharge R & R	\$34,753.68	\$2,171.40	\$0.00	\$2,171.40	\$36,925.08
	85110-5950-900	Copier/Photocopies	\$625.20	\$30.32	\$0.00	\$30.32	\$655.52

TRIAL BALANCE SUMMARY FOR 2016
The Golf Club at Cypress Head

Inactive	Account	Description	Beginning Balance	Debit	Credit	Net Change	Ending Balance
	85120-5950-900	Credit Card Discounts	\$22,130.88	\$1,170.77	\$0.00	\$1,170.77	\$23,301.65
	85140-5950-900	Donations	(\$266.95)	\$0.00	\$0.00	\$0.00	(\$266.95)
	85150-5950-900	Dues & Subscriptions	\$1,039.00	\$0.00	\$0.00	\$0.00	\$1,039.00
	85160-5950-100	Education & Training	\$375.00	\$0.00	\$0.00	\$0.00	\$375.00
	85160-5950-900	Education & Training	\$150.00	\$0.00	\$0.00	\$0.00	\$150.00
	85190-5950-900	Employee Relations	\$1,287.87	\$385.91	\$0.00	\$385.91	\$1,673.78
	85200-5950-100	Employee Testing	\$409.40	\$10.50	\$0.00	\$10.50	\$419.90
	85280-5950-900	Insurance Expense	\$38,903.64	\$5,594.39	\$1,416.32	\$4,178.07	\$43,081.71
	85320-5950-900	Member Relations	\$64.50	\$0.00	\$0.00	\$0.00	\$64.50
	85330-5950-900	Messenger Service - Fedex	\$156.07	\$35.20	\$0.00	\$35.20	\$191.27
	85340-5950-900	Miscellaneous	(\$35.64)	\$0.00	\$0.00	\$0.00	(\$35.64)
	85340-5950-950	Miscellaneous	\$900.00	\$0.00	\$0.00	\$0.00	\$900.00
	85390-5950-900	O/S - Accounting	\$12,000.00	\$0.00	\$0.00	\$0.00	\$12,000.00
	85420-5950-900	O/S - Legal-Mgmt Contracts	\$56.00	\$0.00	\$0.00	\$0.00	\$56.00
	85430-5950-100	O/S - Other	\$5,400.00	\$3,600.00	\$0.00	\$3,600.00	\$9,000.00
	85430-5950-900	O/S - Other	\$350.00	\$0.00	\$0.00	\$0.00	\$350.00
	85480-5950-900	Payroll Processing Fee	\$9,317.08	\$514.13	\$0.00	\$514.13	\$9,831.21
	85490-5950-900	Postage/Shipping	\$686.86	\$64.65	\$0.00	\$64.65	\$751.51
	85610-5950-100	Tax/Licenses/Fees	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00
	85610-5950-900	Tax/Licenses/Fees	\$15.00	\$75.00	\$30.00	\$45.00	\$60.00
	85710-5950-900	Travel - Meals	\$1,589.15	\$120.21	\$0.00	\$120.21	\$1,709.36
	85720-5950-900	Travel - Other	\$8,449.01	\$380.98	\$0.00	\$380.98	\$8,829.99
	85720-5950-950	Travel - Other	\$112.32	\$0.00	\$0.00	\$0.00	\$112.32
	89020-5950-900	Employee Meals	\$0.00	\$31.97	\$0.00	\$31.97	\$31.97
	90000-5950-900	Management Fee	\$57,128.50	\$5,712.85	\$0.00	\$5,712.85	\$62,841.35
	98020-5950-900	Deprec - Mach & Equip	\$368.70	\$36.87	\$0.00	\$36.87	\$405.57
	98040-5950-900	Deprec - Buildings	\$1,165.40	\$116.74	\$0.00	\$116.74	\$1,282.14
	RCMWD-5950-100	Rounds - Complimentary - Weekday	11,407.00	2,098.00	1,975.00	123.00	11,530.00
	REMWD-5950-100	Rounds - Employee - Weekday	17,669.00	116.00	58.00	58.00	17,727.00
	RMBWD-5950-100	Rounds - Member - Weekday	63,832.00	619.00	123.00	496.00	64,328.00
	RPKWD-5950-100	Rounds - Peak - Weekday	334,780.00	2,471.00	496.00	1,975.00	336,755.00
	RPKWE-5950-100	Rounds - Peak - Weekend	5,071.00	0.00	0.00	0.00	5,071.00
		<u>Accounts</u>	<u>Beginning Balance</u>	<u>Debit</u>	<u>Credit</u>	<u>Net Change</u>	<u>Ending Balance</u>
		Grand Totals:	152	\$0.00	\$567,909.78	\$567,909.78	\$0.00



September 20th, 2017

Robin Fenwick
City of Port Orange
100 City Center Circle
Port Orange, FL 32129

Dear Ms. Fenwick,

The following is the financial and operational summary report for August 2017 at Cypress Head Golf Club.

FINANCIAL SUMMARY FOR MONTH ENDING August 2017								
	Current				Year to Date			
	Actual	Budget	Variance vs. Budget		Actual	Budget	Prior Year	Variance vs. Budget
Revenue								
Green Fees	\$ 32,516	\$ 41,112	\$ (8,596)		\$ 632,281	\$ 607,053	\$ 581,793	\$ 25,228
Cart Fees	\$ 24,615	\$ 29,283	\$ (4,668)		\$ 447,919	\$ 444,462	\$ 434,071	\$ 3,457
Range	\$ 1,853	\$ 2,666	\$ (813)		\$ 33,420	\$ 32,146	\$ 32,278	\$ 1,274
Pro- Shop Revenues	\$ 5,952	\$ 4,770	\$ 1,182		\$ 72,953	\$ 64,984	\$ 65,054	\$ 7,969
City Surcharge R/R	\$ 2,171	\$ 2,644	\$ (473)		\$ 36,925	\$ 37,813	\$ 35,525	\$ (888)
Total Revenue	\$ 67,107	\$ 80,475	\$ (13,368)		\$ 1,223,498	\$ 1,186,458	\$ 1,148,721	\$ 37,040
Cost of Sales	\$ 2,925	\$ 3,010	\$ (85)		\$ 34,987	\$ 37,740	\$ 34,135	\$ (2,753)
Merchandise	\$ 2,925	\$ 3,010	\$ (85)	58%	\$ 34,987	\$ 37,740	\$ 34,135	\$ (2,753) 58%
Gross Margin	\$ 64,182	\$ 77,465	\$ (13,283)		\$ 1,188,511	\$ 1,148,718	\$ 1,114,586	\$ 39,793
Total Payroll	\$ 45,979	\$ 56,244	\$ (10,265)		\$ 603,652	\$ 622,782	\$ 599,262	\$ (19,130)
Total Operating Expenses	\$ 44,574	\$ 38,497	\$ 6,077		\$ 528,782	\$ 508,985	\$ 504,442	\$ 19,797
Net Operating Income	\$ (26,371)	\$ (17,276)	\$ (9,095)		\$ 56,077	\$ 16,951	\$ 10,882	\$ 39,126
Other Expenses	\$ 5,867	\$ 6,208	\$ (341)		\$ 64,529	\$ 68,288	\$ 68,689	\$ (3,759)
Management Fee	\$ 5,713	\$ 5,827	\$ (114)		\$ 62,841	\$ 64,097	\$ 64,498	\$ (1,256)
Interest Expense	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -
Depreciation	\$ 154	\$ 381	\$ 545		\$ 1,688	\$ 4,191	\$ 4,191	\$ (2,503)
Net Cash From Ops	\$ (32,238)	\$ (23,484)	\$ (8,754)		\$ (8,452)	\$ (51,337)	\$ (57,807)	\$ 42,885
Rounds								
Total Rounds	2,652	3,589	(937)		44,789	43,691	43,248	1,098
Paid Rounds	2,471	3,298	(827)		42,238	41,029	41,009	1,209
Avg. GF/CF Total rounds	\$21.54	\$19.61	\$ 1.93		\$24.12	\$24.07	\$23.49	\$ 0.05
Avg. GF/CF Paid rounds	\$23.12	\$21.34	\$ 1.78		\$25.57	\$25.63	\$24.77	\$ (0.05)
Avg. Merchandise/round	\$2.24	\$1.33	\$ 0.92		\$1.63	\$1.49	\$1.50	\$ 0.14

Overview:

- Overall revenues for August finished at \$67,108 versus a budgeted amount of \$80,475. The range revenue was \$1,853 compared to the budgeted amount of \$2,666 for the month. The pro shop and merchandise sales were \$1,182 over the projected budgeted amount.
- Total payroll for the month was lower than the projected budgeted amount, for a savings of \$10,265. This was as a result of controlling labor costs during closed days and also receiving a reimbursement for labor from Hurricane Matthew.
- Our operating expenses finished at \$44,574 versus a budgeted amount of \$38,497 for the month. The cost of fertilizer, insecticides and repair costs of machinery were responsible the difference.
- The month of August is the eleventh month in our fiscal year with the revenues being ahead of budget by \$37,040 as we continue to offer outstanding customer service and excellent course conditions. Total payroll YTD is under the projected budget by \$19,130 with total expenses being over budget by \$19,797. We are continuing to monitor labor costs to help offset any increases in operational expenses.
- The rains have continued throughout the month of August. As a result of the wet conditions we were forced to operate under cart path only restrictions for 10 days to avoid damaging the turf. This unfortunately reduces the amount of players and rounds due to an older population who will not play with limited access to the course.
- During the month we also performed an aerification of the greens and tee boxes which also contributed to lower rounds since the playing conditions were affected by the process.
- On August 7th the independent contractor of the Food & Beverage services abruptly left in the middle of the night and closed their doors. We were without any food or beverage capabilities until August 31st when the city was able to reinstate the licenses for operation back to Kemper Sports. We currently have an agreement with the city to operate the restaurant until December 31st or until a new operator can be identified.

R&R Projects:

- There were no projects for the month of August.

Tee Sheet Activity:

- There were 2,652 total rounds for the month which included 1,975 paid rounds, 496 Annual with Cypress Pass member rounds and 181 other rounds. The round type for the month included 2,050 eighteen hole rounds and 522 nine hole rounds.
- The Golf staff continues to monitor daily tee sheet activity and they are trained to recognize underutilization of the tee sheet and offer promotional prices through the website to increase the number of potential players.

August 2017 and YTD rounds mix:

Type	Actual	Budget	Month- P.Y.	Y.T.D	P.Y-Y.T.D
Paid	1975	2998	2421	34614	32956
Annual	496	300	579	7624	8053
Other rounds	181	291	139	2551	2239
Total Rounds	2652	3589	3139	44789	43248

Departmental Summaries:**Course & Grounds/Range**

- Due to the continued rains in August, the regular schedule involving the mowing patterns for the golf course was affected. Some of the areas that were very wet could not sustain the equipment and in order to prevent any damage to the course or the equipment our capabilities to mow were limited.

- A foliar application of nutrients was distributed over the tees, greens and fairways. A nematode application was also applied to all the putting surfaces. A granular application was applied to tee complexes and putting surfaces. Insecticides were applied to the putting surfaces and spot treated on specific areas of the golf course.
- Verticutting was also performed according to our agronomic schedule
- We performed the last aerification of the season on our tees and greens. This process is vital for the health of the turf to help reduce thatch and improve soil conditions for the upcoming winter season. This process involves topdressing of all putting surfaces which unfortunately does reduce rounds played.
- The maintenance team is continuing with projects on the golf course including spot spraying for weeds, detailing the edges of cart paths, tee sign beds and bunkers.

Golf Shop/Carts

- New merchandise continues to arrive and is regularly updated to enhance the professional nature of the golf shop and help promote merchandise sales. Vendors include Horn Legend, Footjoy, Titleist, Callaway, Bridgestone, Bermuda Sands, Ahead headwear and St Andrews products. There was \$346 in gift card sales purchased for the month as well as over \$5,952 in pro-shop sales.
- We continue to follow all regular maintenance procedures regarding the cart fleet which includes registering monthly totals for battery amperage and mileage as well as proper watering of all batteries to protect all warranties associated with the fleet. In addition to the monthly process our carts are inspected daily for any damage which may have occurred during normal play. We continue to be committed to providing quality carts for the enjoyment of all our players.
- The staff at Cypress Head Golf Course continues to offer lesson packages for beginners as well as advanced players. In conjunction with the Kemper Sports Player Development initiatives, we offered a Golf Get Ready program for all levels of golfers from beginners to skilled players.

- The MGA, the WGA and our summer leagues continue to play on a weekly basis and continue to be well attended. We also host a weekly Homeowner's Nine & Dine event where the players enjoy nine holes but unfortunately for August they had to have dinner off property due to the closure of the restaurant.
- We hosted another successful junior summer camp in August and we are planning to continue junior clinics on Saturday mornings during the upcoming months.

Marketing and Sales:

- Ms. Reggie Hunter, our Director of Sales & Marketing, is focusing on booking tournament events for the upcoming season. We were also informed by the Hometown news that Cypress Head Golf Club was voted the **"Best golf course in Volusia County"** and **"Best golf shop in Volusia County"**.
- We are continuing our involvement with Daytona CVB, Golf Pac, and Tee-Times USA along with other National wholesaler and Golf Now to maximize utilization of our tee sheet.
- We continue to maintain our database of emails with over 10,200 unique e-mail addresses. The golf staff continues to register player profiles including residency, phone numbers and proper classifications of all players. This process will allow us an opportunity to offer promotions to our database to experience all that Cypress Head has to offer.
- Ms. Hunter continues to cultivate her relationships in the community by her continued involvement in the POSD Chamber, POSD Ambassadors program, Daytona Beach Chamber, SEV Chamber and the POSD Rotary club.
- We hosted tournaments for the Port Orange South Daytona Chamber as well as the Spruce Creek High School Ladies Volleyball team. These types of events continue to increase our presence in the community.
- We continue to promote the golf course on various social media platforms such as Facebook, twitter and Instagram.

Mindshare Reviews and Comments:

Report run: 9/4/2017 7:07 AM MDT
Data current as of: 9/4/2017 7:06 AM MDT

REPORT CRITERIA
Date of Survey: 8/1/17 - 8/31/17
Select level: Cypress Head

Number of Surveys: 14

#	Zip Code	Date Golfed	Date of Survey	Tee Time	Overall Rating	Service Rating	Course Rating	Food Rating	Recommend Rating	NPS	Overall Rating w/o F&B	Comments	
Totals					8.3	9.4	7.6	1.0	8.4	50.0	8.5		
Cypress Head					8.3	9.4	7.6	1.0	8.4	50.0	8.5		
Golf					8.3	9.4	7.6	1.0	8.4	50.0	8.5		

- There were over 300 questionnaires mailed out to players during the month with an overall rating for the golf course receiving an 8.3. We also received a recommended rating of 8.4 and our service rating is at 9.4.
- We continue to assist all players by helping them to enjoy their experience here at Cypress Head. There were some reviews that had constructive ideas to help us improve in some areas which we will evaluate as a team. The comments returned by the players in this avenue are useful tools in helping our maintenance and golf staff team improve. We also review all negative comments and they are discussed by our team and if required we will contact the individual to help us better understand their concerns. Players also have access to a suggestion box which is located at the clubhouse near the Men's and Ladies bulletin boards.



Corporate Support:

- Kemper Sports Center for Excellence – Ongoing resource. We have been participating in monthly webinars designed to share best practices used at Kemper properties throughout the country.

Insights:

- Don Burke will be joining the Kemper Sports team as the acting Food & Beverage manager for the re-opening of the New Tavern Restaurant. Don has over 30 years of experience in the restaurant business and we are excited to be working with him. The restaurant will be operational beginning September 1st and we will be able to resume food and beverage service to our golfers.
- Cypress Head is very excited about hosting several fundraising tournaments in the Month of September.
- We will be continuing with junior clinics on Saturdays throughout the month of September.

Respectfully Submitted,

Bob Duquette, PGA

General Manager
The Golf Club at Cypress Head.



CITY COUNCIL AGENDA ITEM

REQUESTED COUNCIL MEETING DATE 10/03/2017

Consent item: No

SUBJECT: (G17) Second Reading - Ordinance No. 2017-29 - Second Amendment to the Groves PCD Master Development Agreement and Conceptual Development Plan, Case No. 17-40000002

DEPARTMENT: Community Development

GOAL: 4 - Economic Development

RECOMMENDED MOTION: Move to approve Ordinance No. 2017-29, approving the Second Amendment to the Groves PCD Master Development Agreement and Conceptual Development Plan.

SUMMARY: Planning Commission Action (8/24/17): Recommended Approval

The Groves PCD is located on the west side of Clyde Morris Boulevard, south of Madeline Avenue. The PCD was approved in 1988 and established as an +/- 19-acre commercial development. In 1995, the First Amendment to the PCD was approved and divided the PCD into two phases, and expanded the list of permitted uses, and established dimensional requirements for Phase 1 of the PCD. Phase 1 consists of an +/- 6.9-acre tract from the overall +/- 19 acre PCD. Phase I was developed in 1996 as a grocery store (former Food Lion) anchored shopping center and an outparcel lot (McDonalds).

Phase II of the PCD consist of +/- 12.1 acres of undeveloped property. The proposed Second Amendment to the PCD would only apply to Phase II of the PCD. The applicant is requesting to modify The Groves PCD Master Development Agreement and Conceptual Development Plan to update the minimum lot dimensional requirements (lot width and area), building setbacks and permitted uses as allowed in the Community Commercial (CC) zoning district and to provide requirements for an off-site sign and specific requirements for identification signs for lots without direct roadway frontage.

The applicant states that it is difficult to predict future development options on the subject property (Phase 2), and if the uses allowed on the property are limited, and the dimensional requirements are not consistent with other commercial properties, it limits the development options for the site. The CC zoning district permits typical community scale commercial uses commonly found at shopping centers and outparcels of this type such as retail stores, restaurants, personal services (hair salon, barber shop, nail salon, retail dry cleaning, etc.) offices, breweries, child care centers, convenience store/gas station, banks, and similar uses. According to the applicant, the requested off-site sign and 32 square-foot identification sign on lots without direct roadway frontage is due to the configuration of the proposed lot layout and to advertise tenants that do not have direct building frontage along Clyde Morris Boulevard.

If the Second Amendment is approved, the applicant intends to market and develop the property with typical community-scale commercial uses commonly found at multi-use shopping centers and outparcels similar to other commercial developments located along Clyde Morris Boulevard and Nova Road.

The staff report is attached for additional information.

Project No.: Funding Account No.:

ATTACHMENTS:

1.	Ordinance No. 2017-29	2017_09_05_09_56_58.pdf
2.	Staff Report	Groves Staff Report - CC.pdf

Robin Fenwick

Created/Initiated - 09/21/2017

ORDINANCE NO. 2017-29

AN ORDINANCE OF THE CITY OF PORT ORANGE, VOLUSIA COUNTY, FLORIDA, APPROVING THE SECOND AMENDMENT TO THE GROVES PLANNED COMMERCIAL DEVELOPMENT MASTER DEVELOPMENT AGREEMENT FOR APPROXIMATELY +/-12.1 ACRES GENERALLY LOCATED ON CLYDE MORRIS BOULEVARD AND SOUTH OF MADELINE AVENUE; PROVIDING FOR CONFLICTING ORDINANCES, SEVERABILITY, AND AN EFFECTIVE DATE.

WHEREAS, the City and Developer desire to enter into the Second Amendment to the Groves Planned Commercial Development Master Development Agreement "MDA" and Conceptual Development Plan "CDP"); (hereinafter referred to as the "Second Amendment"); and

WHEREAS, the Developer submitted a request to the Planning Commission to approve the Second Amendment; and

WHEREAS, a public hearing was held following public notice as prescribed by ordinance; and

WHEREAS, the Planning Commission has considered and forwarded a recommendation to the City Council regarding the proposed Second Amendment; and

WHEREAS, the City Council has approved by a majority vote of the members present the approval of the Second Amendment.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PORT ORANGE, VOLUSIA COUNTY, FLORIDA:

Section 1. The City Council of the City of Port Orange does hereby approve the Second Amendment (attached hereto as **Exhibit "1"**).

Section 2. The Mayor and City Clerk are hereby authorized to execute said Second Amendment.

Section 3. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict.

Section 4. If any provision of this ordinance or the application thereof to any person or circumstance is held invalid, the invalidity shall not affect other provisions or applications of this ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are declared severable.

Section 5. This ordinance shall become effective immediately upon adoption.

MAYOR DONALD O. BURNETTE

ATTEST:

Robin L. Fenwick, CMC, City Clerk

Passed on first reading on the day of _____, 2017

Passed and adopted on second and final reading on the day of
_____, 2017

Reviewed and Approved: _____
Shannon K. Balmer, Assistant City Attorney

EXHIBIT "1"
SECOND AMENDMENT TO THE
THE GROVES PLANNED COMMERCIAL DEVELOPMENT
MASTER DEVELOPMENT AGREEMENT

This Second Amendment to the Groves Planned Commercial Development Master Development Agreement, hereinafter the "Second Amendment," is entered into by and between the City of Port Orange, a Florida municipal corporation whose address is 1000 City Center Circle, Port Orange, FL 32129 (hereinafter the "City") and Future Land, LLC, a Florida Limited Liability Company Whose Address is 22 Lake Vista Way, Ormond Beach FL., 32174 (hereinafter the "Owner") as Successor in Interest to Dipak Jobalia, Nell B. Chester, Marilyn Negrea, Arthur M. Ossinsky, Fred W. Leonhardt and Nichols A. George under Instruments recorded in the public records of Volusia County on October 12, 2005, and constitutes the second amendment to the Groves Planned Commercial Development Master Development Agreement.

WHEREAS, the Owner is the owner of certain real property (the "Subject Property") located in Port Orange, Florida more particularly described in **Exhibit "A"**;

WHEREAS, the City and the Owner's predecessors in interest previously entered into a Groves Planned Commercial Development Master Development Agreement to accommodate the development of the Groves Planned Commercial Development recorded in Official Records Book 3195, Page 1671, the Public Records of Volusia County Florida which included the Subject Property (hereinafter the "Original MDA");

WHEREAS, the City and the Owner's predecessors in interest previously entered into the First Amendment to the Master Development Agreement to accommodate Phase I of the development of the Groves Planned Commercial Development recorded in Official Records

Book 4052, Page 3416, the Public Records of Volusia County Florida which did not impact the Subject property (hereinafter the "First Amendment"); and

WHEREAS, the Owner desires to develop the Subject Property for retail commercial uses in accordance with the Original MDA, the CDP, as amended, and the City of Port Orange Land Development Code; and

WHEREAS, the Owner is the owner of the Subject Property which is the only property impacted by this Second Amendment; and

WHEREAS, the Owner desires to amend the Groves Planned Commercial Development Master Development Agreement and the Conceptual Development Plan subject to the terms and conditions set forth herein; and

WHEREAS, The Groves Planned Commercial Development Master Development Agreement shall continue in full force and effect except with respect to those matters specifically amended by this Second Amendment. With respect to those matters specifically amended, this Second Amendment shall govern.

NOW THEREFORE, the City and the Owner hereby agree as follows:

1. The recitals stated above are true and correct and are incorporated herein by reference.
2. Paragraph 3 of the original MDA as applied to the Subject Property is hereby amended to read as follows:

Uses. The allowed uses on the Subject Property shall be the same as those listed in the City's Community Commercial (CC) Zoning District, as may be amended from time to time.

3. Paragraph 4 of the original MDA as applied to the Subject Property is hereby amended to read as follows:

4. Development of the Subject Property shall be in accordance with the following provisions:

A. **Development Agreement and Conceptual Development Plan.** Development of the Subject Property shall be controlled by the terms and provisions of the Original MDA, the original Conceptual Development Plan ("Original CDP"), attached as Exhibit "C" to the Original MDA, this Second Amendment to the Original MDA, and the Revised Conceptual Development Plan as applied to the Subject Property, prepared by Zev Cohen & Associates, Inc and dated June 29, 2017, a copy of which is attached is attached hereto and by reference made a part hereof as **Exhibit "B"** ("Revised CDP"). The Original CDP generally depicts the planned layout of streets, buildings and other planned features or improvements to the Subject Property. Collectively, the Original MDA, the Original CDP, Second Amendment to the Original MDA and the Revised CDP may be referred to as the "Plan". In the event of a conflict between the terms and provisions of the Second Amendment and Original MDA, the Second Amendment shall control. If the Second Amendment is silent regarding a particular subject or requirement, such silence shall not be construed as a conflict with the Original MDA. Except as otherwise provided in this Second Amendment, in the event of a conflict between the terms and provisions of the Second Amendment and the City's ordinances, the requirements of the Second Amendment shall control. If the Second Amendment fails to address a particular subject or requirements, the requirements of the applicable City ordinance(s) in effect at the time of development plan approval shall control. The parties acknowledge that compliance with the City's Land Development Code may necessitate modification of the Conceptual

Development Plan. In the event modification to comply with the LDC is required, and the modifications to the Conceptual Development Plan are not in conflict with the textual provisions of the MDA and any City ordinances not superseded by this Second Amendment, the modifications shall be deemed "minor" and may be approved without formal amendment of this Second Amendment. Minor modifications shall require the City Administrative Official's written approval. If the Owner is not satisfied with the suggested resolution of any problem or the decision by the City Administrative Official categorizing the modification as minor or major, the Developer may appeal the decision to the Planning Commission. Appeals from the Planning Commission may be made to the City Council.

B. Dimensional Requirements. The Subject Property shall be subject to the following dimensional requirements as follows:

Maximum Building Coverage Per Individual Lot: 35%

Maximum Open Space: 30% (Open Space is allowed to be cumulative for the property)

Minimum Lot Width: 150'

Minimum Lot Area: 22,500 sq. ft.

Min Building Setbacks:

Front – 20 Feet

Side – 15 Feet*

Rear – 25 Feet*

* Setback is equal to building height if adjacent to a residential lot.

Maximum Building Height: 45'

C. Signage. Except as otherwise set forth in this Second Amendment, the signage for the Subject Property shall be in compliance with the terms set forth in the City's LDC. In addition to the signage allowed by the LDC an off-site sign will be allowed for any tenant on a building site or lot in the Subject Property. The maximum sign area allowed for the off-site signage shall be 112 SF and the maximum number of panels shall be 6 per side. The height of the sign shall be 12' and Two additional feet in height shall be allowed above the sign face for architectural embellishments consistent with the building or complex, up to a

total maximum sign structure height of 14 feet. The sign shall be placed at the northeast corner of the Subject Property as shown on the CDP in an easement that shall provide for the private maintenance of the sign at the time of the submittal of subdivision plat and plans or site plan review. Any building site or lot that does not have frontage on Clyde Morris Boulevard shall be allowed to construct a free-standing identification sign of no more than 32-square feet in copy area and maximum height of 8 feet onsite. The design and height requirements of any signs constructed on the Property shall comply with the LDC.

D. Landscaping. All landscape areas including the perimeter buffers, foundation landscaping, vehicular use/parking internal landscaping, supplemental landscaping, specimen and historic tree preservation, and the 15% tree preservation area shall be developed in compliance with the Land Development Code, as amended from time to time. The parties acknowledge that compliance with the City's environmental preservation code may necessitate modification of the Conceptual Development Plan.

E. Parking and Driveways. All parking lots, access points, turn lanes, cross-access driveways and number of parking spaces will be developed in compliance with the Land Development Code, as amended from time to time. Easements for cross access to the driveways, vehicular use areas and parking lots shall be shared throughout the Property. Any proposed vehicular use driveway along Clyde Morris Boulevard will be required a Volusia County Use permit and approval from Volusia County. The minimum distance between two-way access points will comply with the Land Development Code. The minimum distance is measured between the centerlines of the two-way access points.

F. Architecture. All buildings and accessory structures constructed within the Property shall be designed in conformance with architectural requirements in the Land Development Code.

G. Subdivision. Subdivision of the Subject Property shall comply with the Land Development Code of the City Port Orange. The Owner shall sell no more than 7 individual building sites. The individual building sites shall be developed by the purchasers of the building sites. Except as expressly provided herein, improvements permitted or required by this Second Amendment shall be constructed by individual building site owners in accord with the terms and conditions of this Second Amendment and, where applicable, the ordinances, resolutions and regulations of the City. The owner of an individual building site may be required by the City to make off-site improvements that will benefit the entire Subject Property and subsequent owners of individual building sites. The City may require the owner of an individual building site to make those off-site improvements necessary to insure the integrity of the common facilities of the Subject Property including, but not limited to, improvements to facilitate property drainage, access, and traffic circulation. The parties agree that off-site improvements made by an individual building site owner may provide benefit to the other building sites contained on the Subject Property. Plans for individual building sites shall be subject to the site development plan review procedures employed by the City at the time plans for an individual site are submitted. Utilities and all required off-site improvements shall be installed prior to the issuance of a certificate of occupancy for any of the individual site plans.

I. Infrastructure and Easements. Public utilities designed to meet the requirements of the Land Development Code and the City's Standard Construction Details shall be

extended to serve development on the Subject Property. Stormwater drainage facilities shall be designed to meet the specifications of the Land Development Code, the City's Standard Construction Details and the regulations of the St. John's River Water Management District concerning stormwater drainage and management. Proposed easements for drainage and access and any easements or grants of easements for public utilities shall be submitted to the City for approval prior to construction on any portion of the Subject Property. The Developer shall provide to the City access easements, where reasonable and necessary, to any and all areas of the Subject Property in order for the City to provide municipal services and enforce its ordinances, resolutions and regulations.

J. MAINTENANCE. The Owner and all future owners of the Property shall be responsible for the continuous and perpetual maintenance of all required onsite improvements in accordance with the LDC. In the event that the Property is subdivided into multiple parcels, lots, or tracts creating multiple ownerships, the division and assignment of maintenance responsibilities among the various owners shall be imposed by the creation of a property owner's association or agreement between the owners setting forth the necessary covenants and restrictions to assure the continuous and perpetual maintenance of all required improvements.

3. All the provisions of the Original MDA shall remain in full force and effect and shall be supplemented for the matters specifically amended herein by this Second Amendment. The Original Master Development Agreement shall survive the execution of this Second Amendment.

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IN WITNESS WHEREOF, the parties have executed this Amendment to the MDA Agreement by and through their duly authorized representatives, on the respective dates below.

WITNESSES:

**CITY OF PORT ORANGE, a Florida
Municipal Corporation**

By: _____

Donald O. Burnette, Mayor

Printed Name

Date: _____

Printed Name

Attest _____

Robin Fenwick, City Clerk

Printed Name

Printed Name

STATE OF FLORIDA
COUNTY OF VOLUSIA

The foregoing instrument was acknowledged before me this ____ day of _____, 2017, by Donald O. Burnette, Mayor of the CITY OF PORT ORANGE, FLORIDA, a Florida Municipal Corporation, on behalf of the City. He is personally known to me and did not take an oath.

Notary Public, State of Florida at Large

Printed, Typed or Stamped name, commission and expiration

STATE OF FLORIDA
COUNTY OF VOLUSIA

The foregoing instrument was acknowledged before me this ____ day of _____, 2017, by Robin Fenwick, City Clerk of the CITY OF PORT ORANGE, FLORIDA, a Florida Municipal Corporation, on behalf of the City. She is personally known to me and did not take an oath.

Notary Public, State of Florida at Large

Printed, Typed or Stamped name, commission and expiration

WITNESSES:

Printed Name

Printed Name

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, 2017, by _____, Future Land, LLC, a Florida Limited Liability Company. He ___ is personally known to me OR ___ produced _____ as identification.

Owner:

Future Land, LLC, a Florida Limited Liability Company

By: _____
_____, Manager

Date: _____

Notary Public, State of Florida at Large

Printed, Typed or Stamped name, commission and expiration

EXHIBIT 'A' LEGAL DESCRIPTION

Parcel A:

A PORTION OF SECTION 6, TOWNSHIP 16 SOUTH, RANGE 33 EAST, VOLUSIA COUNTY, FLORIDA, DESCRIBED AS FOLLOWS: FROM THE WEST $\frac{1}{4}$ CORNER OF SAID SECTION 6, RUN ON AN ASSUMED BEARING, SOUTH 00 DEGREES 34 MINUTES 05 SECONDS EAST, THE BEARING BASIS OF THIS DESCRIPTION ALONG THE WEST LINE OF SAID SECTION 6, A DISTANCE OF 1319.31 FEET; THENCE DEPARTING SAID LINE, RUN SOUTH 89 DEGREES 49 MINUTES 49 SECONDS EAST, ALONG THE NORTH LINE OF THE SOUTH $\frac{1}{4}$ OF SAID SECTION 6, A DISTANCE OF 1977.64 FEET TO THE POINT OF BEGINNING; THENCE DEPARTING SAID LINE, RUN NORTH 00 DEGREES 50 MINUTES 02 SECONDS WEST A DISTANCE OF 488.04 FEET; THENCE NORTH 89 DEGREES 09 MINUTES 58 SECONDS EAST, A DISTANCE OF 649.61 FEET TO THE WESTERLY RIGHT-OF-WAY LINE OF CLYDE MORRIS BOULEVARD, A 100 FOOT RIGHT-OF-WAY, AND A POINT ON THE ARC OF A CURVE, CONCAVE EASTERLY, HAVING A RADIUS OF 1959.86 FEET, A CENTRAL ANGLE OF 05 DEGREES 20 MINUTES 12 SECONDS, AND A CHORD BEARING OF SOUTH 09 DEGREES 53 MINUTES 03 SECONDS EAST; THENCE RUN SOUTHERLY ALONG THE ARC OF SAID CURVE, A DISTANCE OF 182.54 FEET; THENCE NON RADIAL TO SAID CURVE, DEPARTING SAID RIGHT-OF-WAY LINE, RUN SOUTH 00 DEGREES 25 MINUTES 03 SECONDS WEST, ALONG THE EAST LINE OF THE WEST $\frac{1}{2}$ OF SAID SECTION 6, A DISTANCE OF 319.67 FEET; THENCE DEPARTING SAID LINE, RUN NORTH 89 DEGREES 49 MINUTES 49 SECONDS WEST, ALONG THE NORTH LINE OF THE SOUTH $\frac{1}{4}$ OF SAID SECTION 6, A DISTANCE OF 671.44 FEET TO THE POINT OF BEGINNING.

Parcel B:

A PORTION OF SECTION 6, TOWNSHIP 16 SOUTH, RANGE 33 EAST, VOLUSIA COUNTY, FLORIDA, DESCRIBED AS FOLLOWS: FROM THE WEST $\frac{1}{4}$ CORNER OF SAID SECTION 6, RUN ON AN ASSUMED BEARING SOUTH 00 DEGREES 34 MINUTES 05 SECONDS EAST, THE BEARING BASIS OF THIS DESCRIPTION ALONG THE WEST LINE OF SAID SECTION 6, A DISTANCE OF 1319.31 FEET; THENCE DEPARTING SAID LINE, RUN SOUTH 89 DEGREES 49 MINUTES 49 SECONDS EAST, ALONG THE NORTH LINE OF THE SOUTH $\frac{1}{4}$ OF SAID SECTION 6, A DISTANCE OF 1977.64 FEET; THENCE DEPARTING SAID LINE, RUN NORTH 00 DEGREES 50 MINUTES 02 SECONDS WEST, A DISTANCE OF 488.04 FEET TO THE POINT OF BEGINNING; THENCE CONTINUE NORTH 00 DEGREES 50 MINUTES 02 SECONDS WEST, A DISTANCE 813.00 FEET; THENCE NORTH 89 DEGREES 09 MINUTES 58 SECONDS EAST, ALONG THE PROPOSED CENTERLINE OF MADELINE AVENUE EXTENDED A DISTANCE OF 650.00 FEET TO THE WEST RIGHT-OF-WAY LINE OF CLYDE MORRIS BOULEVARD, A 100 FOOT RIGHT-OF-WAY; THENCE ALONG SAID RIGHT-OF-WAY, RUN SOUTH 00 DEGREES 25 MINUTES 03 SECONDS WEST, A DISTANCE OF 552.48 FEET TO THE POINT OF CURVATURE OF A CURVE, CONCAVE EASTERLY, HAVING A RADIUS OF 1959.86 FEET, A CENTRAL ANGLE OF 07 DEGREES 38 MINUTES 00 SECONDS, AND A CHORD BEARING OF SOUTH 03 DEGREES 23 MINUTES 57 SECONDS EAST; THENCE RUN SOUTHERLY ALONG THE ARC OF SAID CURVE A DISTANCE OF 261.11 FEET; THENCE NON RADIAL TO SAID CURVE, DEPARTING SAID RIGHT-OF-WAY LINE, RUN SOUTH 89 DEGREES 09 MINUTES 58 SECONDS WEST, A DISTANCE OF 649.61 FEET TO THE POINT OF BEGINNING.

LESS AND EXCEPT THE GROVES PLANNED COMMERCIAL DEVELOPMENT - PHASE 1, AS PER MAP IN MAP BOOK 45, PAGE 143, PUBLIC RECORDS OF VOLUSIA COUNTY, FLORIDA AND ANY PROPERTY NORTH OF SAID PLAT.

2ND AMENDMENT TO THE GROVES PCD

JULY 27, 2017

REVISED

RECEIVED
7-28-17
CITY OF PORT ORANGE
Community Development



**ZEV COHEN
& ASSOCIATES, INC.**
Landscape Architects • Landscape Architects
200 W. 11th St. • Suite 100
New York, NY 10011 • 212.255.1111
www.zevcohen.com

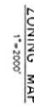
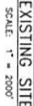
ORMOND BEACH
300 INTERCHANGE BLVD., STE. C
ORMOND BEACH, FL 32174
(386) 877-2482 FAX (386) 877-2505

EDGEWATER
1640 AIRPARK ROAD
EDGEWATER, FL 32132
(386) 877-2482 FAX (386) 877-2505

[illegible]

GROVES COMMERCIAL DEVELOPMENT CONCEPT PLAN

CITY OF PORT ORANGE VOLUSIA COUNTY, FLORIDA



Parcel A:
A PORTION OF SECTION 6, TOWNSHIP 16 SOUTH, RANGE 23 EAST, VOLUSIA COUNTY, FLORIDA, DESCRIBED AS

[illegible]

Product Number	6306-00-00-0122, 6306-00-00-0123
Price	

[illegible]

CON2 CONCEPT PLAN

RELOCATED BENTON? DESIGNED BY JES CHECKED BY JES CHECKED BY JES DRAWING BY J. FORTIN/AP NAME: J. FORTIN/AP DESIGNED BY JES	NOT TO BE REPRODUCED STEPHEN R. BENTON, R.L.A. INC. 1994 SCALE: NOT TO SCALE SHEET: CONT OF 2
--	--

BIRTH DATA	
DATE OF BIRTH	NO
TIME OF BIRTH	11.45 AM
PLACE OF BIRTH	USA
EDUCATIONAL, OCCUPATIONAL AND TRAVEL RECORDS	1-6
UNEMPLOYED 12 MONTH PERIOD	
UNEMPLOYED 24 MONTH PERIOD	
UNEMPLOYED 36 MONTH PERIOD	
UNEMPLOYED 48 MONTH PERIOD	
UNEMPLOYED 60 MONTH PERIOD	
UNEMPLOYED 72 MONTH PERIOD	
UNEMPLOYED 84 MONTH PERIOD	
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UNEMPLOYED 108 MONTH PERIOD	
UNEMPLOYED 120 MONTH PERIOD	
UNEMPLOYED 132 MONTH PERIOD	
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UNEMPLOYED 708 MONTH PERIOD	
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UNEMPLOYED 744 MONTH PERIOD	
UNEMPLOYED 756 MONTH PERIOD	
UNEMPLOYED 768 MONTH PERIOD	
UNEMPLOYED 780 MONTH PERIOD	
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UNEMPLOYED 828 MONTH PERIOD	
UNEMPLOYED 840 MONTH PERIOD	
UNEMPLOYED 852 MONTH PERIOD	
UNEMPLOYED 864 MONTH PERIOD	
UNEMPLOYED 876 MONTH PERIOD	
UNEMPLOYED 888 MONTH PERIOD	
UNEMPLOYED 900 MONTH PERIOD	
UNEMPLOYED 912 MONTH PERIOD	
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UNEMPLOYED 1584 MONTH PERIOD	
UNEMPLOYED 1596 MONTH PERIOD	
UNEMPLOYED 1608 MONTH PERIOD	</

[illegible]



STAFF REPORT

SECOND AMENDMENT TO THE GROVES PCD MDA & CDP
CASE NO. 17-40000002

REQUEST:	Amend the Master Development Agreement (MDA) and Conceptual Development Plan (CDP) for The Groves Planned Commercial Development (PCD).
PROPERTY OWNER:	Future Land, LLC c/o Taher Khalil, M.D.
APPLICANT:	Mark Karet, Zev Cohen & Associates, Inc.
LOCATION:	3830 Clyde Morris Blvd.
STAFF CONTACT:	Briana Conlan-King, Planner (386) 506-5676
STAFF RECOMMENDATION:	Approval, subject to approval of the policy considerations as described in the staff report
PLANNING COMMISSION DATE:	August 24, 2017, Recommended Approval
CITY COUNCIL DATE:	September 19, 2017

DISCUSSION:

The subject property is currently zoned Planned Commercial Development (PCD) and is a part of The Groves PCD. The Groves PCD was approved in 1988 and established as a +/- 19 acre commercial development. The First Amendment to the PCD was approved in 1995, which divided the PCD into two phases, expanded the list of permitted uses, and established dimensional requirements for Phase 1 of the PCD. Phase 1 consists of a +/- 6.9-acre tract from the overall +/- 19 acre PCD. Phase I was developed in 1996 as a grocery store (former Food Lion) anchored shopping center and an outparcel lot (McDonalds). Phase II of the PCD consist of +/- 12.1 acres of undeveloped property.

Figure 1. Location Map



The proposed Second Amendment to The Groves Master Development Agreement (MDA) and Conceptual Development Plan (CDP) would apply to Phase II of the PCD. The proposed Second Amendment is to update the minimum lot dimensional requirements (lot width and area), building setbacks and permitted uses in the existing MDA, and to provide requirements for off-site signage and specific requirements for identification signs for lots without direct roadway frontage.

According to the applicant, the purpose for the proposed Second Amendment to the MDA and CDP is to assist in the development of the Phase 2 property by expanding the permitted uses on the subject property to allow for commercial uses, and by using the lot dimensional requirements and building setbacks as allowed in the Community Commercial (CC) zoning district. The applicant states that it is difficult to predict future development options on the subject property, and if the uses allowed on the property are limited, and the dimensional requirements are not consistent with other commercial properties, it limits the development options for the site. The CC zoning district permits typical community scale commercial uses commonly found at shopping centers and outparcels of this type such as retail stores, restaurants, personal services (hair salon, barber shop, nail salon, retail dry cleaning, etc.) offices, breweries, child care centers, convenience store/gas station, banks, and similar uses.

DEVELOPMENT PROPOSAL:

If approved, the Second Amendment to The Groves MDA and CDP will provide the regulatory framework for the development of the subject property. The applicant intends to market and develop the property with typical community-scale commercial uses commonly found at multi-use shopping centers and outparcels similar to other commercial developments located along Clyde Morris Boulevard and Nova Road.

The following discussion will focus on the aspects of the proposed MDA and CDP (Exhibit 1) such as the use, size and development impacts.

General Site Layout:

The proposed development will be accessed from Clyde Morris Boulevard and Madeline Avenue. The Phase II property will be developed with cross-access easements between Phase I to provide an internal network for vehicles and pedestrians. The Conceptual Development Plan shows the general location of the potential buildings and infrastructure. The exact locations of the buildings and associated site improvements will comply with the requirements in the Second Amendment to the MDA or Land Development Code (LDC) and will be reviewed at the time of site plan review.

Subdivision:

The subject property is proposed to be subdivided into 7 lots and will be developed with commercial uses, preservation areas, and common driveways to support the subdivision. The City may require individual building site owners to make off-site infrastructure (water, sewer, drainage, driveway, etc.) improvements for the overall development of Phase II. Development of each lot will require separate site plan approval, but each lot can be developed in no specific order, provided that the necessary infrastructure to support the lot has been constructed.

Landscaping/Screening:

The proposed development will comply with the landscape and screening (fencing) requirements of the City's LDC such as rights-of-way buffers, foundation plantings, screening of service areas for any of the proposed buildings, parking lot landscaping, tree preservation and fencing/wall to adjacent residential areas.

Water, Sewer and Reclaimed Water:

The proposed development will comply with the requirements of the City's LDC for improvements related to water, sewer, and reclaimed water. Water, sewer and reclaimed water service is available to serve the property.

Stormwater:

At the time of subdivision plat and plans and site plan submittal, each lot will be reviewed to ensure compliance with the Groves MDA and City's LDC. The stormwater drainage will also be required to meet the stormwater requirements of the St. Johns River Water Management District.

Architecture:

The architectural style of the buildings, accessory structures, screen walls, and site furnishings will be designed with a common architectural theme. A formal review of the architectural design will occur with each of the site plans to verify compliance with the Land Development Code.

Parking/ Project Access:

Parking will be provided as required by the LDC. The total number of parking spaces and design of the parking lots will be reviewed with the submittal of the site plans. Vehicles will enter/exit the project via the existing shared access drives located off Clyde Morris Boulevard and Madeline Avenue.

The CDP also shows a proposed third access drive off Clyde Morris Boulevard. A Volusia County permit will need to be required to construct this driveway location on Clyde Morris Boulevard and an official application has not been submitted. Prior to constructing the driveway on Clyde Morris Boulevard, a Volusia County Use Permit will have to be issued.

Traffic:

All site plan submittals for the seven lots will be required to comply with the City's Concurrency Management requirements in the LDC. Traffic studies may be required for proposed developments on these lots. If required, the study will have to be submitted at the time the site plans are reviewed to fully assess the impacts of the proposed development on the surrounding roadway network and to identify any improvements that might be needed. Similar to other developments within the City, the developer may be required to enter into a Fair-Share and Concurrency Agreement with the City to pay for part of the scheduled improvements for any impacted areas.

Signage:

As described in the MDA, wall signage and monument signs for the lots with direct frontage along Clyde Morris Boulevard will comply with the requirements of the City's LDC. The applicant is proposing two monument signs on the two interior lots at the western portion of the property, as well as, an off-site sign that would identify those businesses in the PCD boundary area that do not have frontage on Clyde Morris Boulevard.

Policy Issues:

1. The applicant is requesting to have an off-site multi-tenant sign at the intersection of the existing driveway at Clyde Morris Boulevard located between Phase 1 and Phase 2 of the PCD property. If the proposed Second Amendment is approved, the proposed sign would be located on the south side of the shared driveway to identify any tenants within Phase II of the PCD property. According to the LDC, off-site signage is any sign that directs attention to a business not conducted or available on the premises where their sign is located. According to the applicant, the off-site signage is requested due to the configuration of the proposed lot layout and to advertise tenants that do not have direct building frontage along Clyde Morris Boulevard. The proposed multi-tenant monument sign will be designed to meet the height, sign area and design requirements in the LDC. No deviations are requested for the dimensional requirements or number and size of tenant panels. The sign would identify the businesses located on the seven lots. The proposed sign could have up to 112 square feet of sign area and up to 6 tenant panels. A similar off-site sign (height, sign area, and number of panels) was approved in 2015 as part of the Palmetto Pointe PCD to provide advertisement for tenants within the Palmetto Pointe project at the corner of Clyde Morris Boulevard and Madeline Avenue (Figure 2).

Figure 2. Palmetto Pointe Off-Site Monument Sign



2. The applicant is requesting to have identification signage for the business located on the lots that do not have directed roadway frontage onto Clyde Morris Boulevard (Figure 3). If the proposed Second Amendment is approved, the four lots (Lot 1, Lot 3, Lot 6 and Lot 7) without roadway frontage would be allowed to install a 32 square-foot

identification sign in the parking lot to identify the businesses on these lots. The LDC currently allows identification signage but the maximum size is 2 square-feet. The applicant is requesting the identification signs with a maximum sign area of 32 square-feet and a maximum height of 8 feet. According to the applicant, the 32 square-foot identification sign is requested due to the configuration of the proposed lot layout and to identify tenants within the development that do not have direct frontage along Clyde Morris Boulevard.

Figure 3. Proposed Sign Locations



RECOMMENDATION:

Staff recommends **approval** of the Second Amendment to the Master Development Agreement (MDA) and Conceptual Development Plan (CDP) for the Groves Planned Commercial Development (PCD), subject to approval of the policy considerations related to the requested off-site signage and the 32 square-foot identification signs for lots without direct roadway frontage.

ATTACHMENT:

Ordinance 2017-29