



AGENDA
GOLF ADVISORY BOARD
CITY OF PORT ORANGE

Meeting Date: Tuesday, April 2, 2019

Time: 5:00 PM

Type of Meeting: Regular

Location: 2nd Floor Conference Room
City Hall, 1000 City Center Circle

A. CALL TO ORDER

1. Roll Call

B. PUBLIC COMMENTS

C. DISCUSSION/ACTION

2. Consideration of Minutes - February 5, 2019
3. Financial and Evaluation Reports
4. Discussion on Resolution 92-32
5. Golf Course General Landscaping
6. Staff Comments
7. Items for Next Agenda

D. BOARD COMMENTS

E. NEXT MEETING DATE

F. ADJOURNMENT

ANY PERSON WHO DECIDES TO APPEAL ANY DECISION MADE BY THE **GOLF ADVISORY BOARD** 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 1-800-955-8771. 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.

GOLF ADVISORY BOARD MEETING MINUTES
CITY OF PORT ORANGE
1000 CITY CENTER CIRCLE – CITY HALL
2ND FLOOR CONFERENCE ROOM
PORT ORANGE, FLORIDA
FEBRUARY 5, 2019 AT 5:00 P.M.

A Regular Meeting of the Golf Advisory Board was called to order by Chairman Lee at 5:00 p.m.

Present: Richard Lee, Chairman
John Cameron, Vice Chairman
Dennis Flesch
Jane Taylor
Lance Green

Also Present: Susan Lovallo, Parks & Recreation Director
Shelby Field, Assistant City Clerk

B. PUBLIC COMMENTS

There were none.

C. DISCUSSION/ACTION

2. Consideration of Minutes - December 4, 2018

Motion to approve the Minutes with an amendment to remove sending any changes for Resolution #92-32 to Ms. Lovallo to compile was made by Member Green and Seconded by Member Cameron. Motion carried unanimously by voice vote.

3. Discussion on Cypress Head Golf Course Audit

Bob Duquette, General Manager for Kemper Sports, discussed the audit process and stated James Moore Company is happy with the way things are being done.

Chairman Lee inquired about the gift cards in the report that are years old and have not been used. He asked if the golf course would be able to look into writing them off. Mr. Duquette replied that he can investigate it.

4. Financial Reports and Evaluation Reports

Mr. Duquette provided an overview of the financial and evaluation reports and answered questions from the Board. As of December, the golf course finished just under the projected budget and the pro shop revenues were slightly higher. The course saved money on payroll and operating expenses.

The Golf Course had a big promotion in December, selling \$6,000 worth of gift cards. Member Lance questioned the free round of golf promotion offered on \$200+ on gift cards. Mr. Duquette responded that it was a complimentary round of golf.

Member Cameron inquired about the complimentary rounds the course provides to GolfNow Barter in exchange for advertising. He suggested discussing a better deal with them and requested Kemper investigate how many rounds they are booking for the course and using.

Susan Lovallo, Parks and Recreation Director replied that the City can look into how much it would cost if the City did the advertising.

Mr. Duquette provided a verbal list of the community projects Kemper has and is working on such as Toys for Tots, new golf clinics, and they are a drop off location for the January Port Orange/South Daytona Chamber of Commerce School Supply Drive.

5. Discussion on Golf Course general landscaping

Member Cameron questioned if the course is on schedule for its herbicides, pesticides, and prep for the spring. Mr. Duquette responded yes, they are and the goal of the course is to reduce the weeds. He also stated they are going to alternate mole cricket applications between the rough and fairways every year and it is already in the budget for the future.

Member Green asked if the Back T-Box behind hole #8 is one of the projects they are going to be working on. Member Cameron asked if they are going to treat for nematodes to which Mr. Duquette replied yes, they are going to work on it and they are going to test for nematodes before they re-sod in the summer.

Member Flesch asked if they have some tree work scheduled to which Mr. Duquette responded yes on holes 2 & 18.

Chairman Lee stated he has noticed some bare spots on the course and around some of the T-Boxes. He also inquired if they have done anything about the Poa grass showing up around the course. Mr. Duquette replied that they have started treating the grass.

6. Discussion on Resolution 92-32

As suggested at the previous meeting, the Board members reviewed Resolution #92-32 and provided feedback. Chairman Lee suggested the Board go page by page and discuss any issues or comments they have on each page.

The Board went through the resolution deciding to remove most of the General Rules section and reorganize and reword the parts they decide to keep. The Members decided to remove the Identification Card, Children, Handicaps and Mailing Addressed sections as they no longer apply.

The Board also decided to reword and condense the Disciplinary Action section based on City Attorney suggestions and believes the Loss or Destruction of Property or Instances of Personal Injury is adequately covered in the Rules. They decided to get rid of some of the

Golf Rules but overall reword and keep most of it. The Members agreed to keep the Rain-Check Policy, Driving Range, Golf-Cart Rules and Golf Course Etiquette with minor changes. The Board agreed to reword the Dress Code section with Member Taylor's suggestion.

7. Staff Comments

Ms. Lovallo asked Mr. Duquette to inform the Board about the sign ideas for the course. He responded that the course is looking into providing something visible for Williamson Blvd. Ms. Lovallo stated that the City will be changing the signs at Airport Road that are currently hard to read. She also gave an update on the cart paths and the steps that have and will be taken to fix them, within the budget we have.

8. Items for Next Agenda

Golf course general landscaping
Discussion on Resolution 92-32

D. BOARD COMMENTS

Member Cameron inquired as to why Ordinance # 2016-4, now Ordinance #2019-4, has changed. Shelby Field, Assistant City Clerk, responded that information could be obtained from the City Clerk and passed along.

E. NEXT MEETING DATE – April 2, 2019

F. ADJOURNMENT – 6:26pm

Chairman Richard Lee



March 19th, 2019

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 February 2019 at Cypress Head Golf Club. These numbers reflect only the Golf portion for the month and year to date.

FINANCIAL SUMMARY FOR GOLF MONTH ENDING February 2019								
	Current				Year to Date			
	Actual	Budget	Variance vs. Budget		Actual	Budget	Prior Year	Variance vs. Budget
Revenue								
Green Fees	\$ 82,951	\$ 88,089	\$ (5,138)		\$ 312,147	\$ 329,657	\$ 305,143	\$ (17,510)
Cart Fees	\$ 50,137	\$ 44,016	\$ 6,121		\$ 189,816	\$ 200,480	\$ 198,321	\$ (10,664)
Range	\$ 3,512	\$ 4,100	\$ (588)		\$ 14,256	\$ 16,900	\$ 15,623	\$ (2,644)
Pro- Shop Revenues	\$ 6,355	\$ 7,450	\$ (1,095)		\$ 30,653	\$ 30,691	\$ 29,734	\$ (38)
City Surcharge R/R	\$ 3,802	\$ 4,400	\$ (598)		\$ 15,468	\$ 16,700	\$ 16,390	\$ (1,232)
Total Revenue	\$ 146,757	\$ 148,055	\$ (1,298)		\$ 562,340	\$ 594,428	\$ 565,211	\$ (32,088)
Cost of Sales	\$ 3,449	\$ 3,720	\$ (271)		\$ 15,960	\$ 16,200	\$ 15,805	\$ (240)
Merchandise	\$ 3,449	\$ 3,720	\$ (271)	67%	\$ 15,960	\$ 16,200	\$ 15,805	\$ (240)
Gross Margin	\$ 143,308	\$ 144,335	\$ (1,027)		\$ 546,380	\$ 578,228	\$ 549,406	\$ (31,848)
Total Payroll	\$ 48,673	\$ 61,174	\$ (12,501)		\$ 259,615	\$ 317,216	\$ 254,119	\$ (57,601)
Total Operating Expenses	\$ 48,973	\$ 48,738	\$ 235		\$ 220,220	\$ 237,666	\$ 211,583	\$ (17,446)
Net Operating Income	\$ 45,702	\$ 34,428	\$ 11,274		\$ 66,544	\$ 23,346	\$ 83,704	\$ 43,198
Other Expenses	\$ 6,040	\$ 5,979	\$ 61		\$ 30,196	\$ 29,895	\$ 29,613	\$ 301
Management Fee	\$ 5,944	\$ 5,884	\$ 60		\$ 29,718	\$ 29,420	\$ 29,135	\$ 298
Interest Expense	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -
Depreciation	\$ 96	\$ 95	\$ 1		\$ 478	\$ 475	\$ 478	\$ 3
Net Cash From Ops	\$ 39,662	\$ 28,449	\$ 11,213		\$ 36,348	\$ (6,549)	\$ 54,091	\$ 42,897
Rounds								
Total Rounds	4,635	4,423	212		18,903	20,167	19,962	(1,264)
Paid Rounds	3,918	3,514	404		15,654	15,622	15,629	32
Avg. GF/CF Total rounds	\$28.71	\$29.87	\$ (1.15)		\$26.55	\$26.29	\$25.22	\$ 0.27
Avg. GF/CF Paid rounds	\$33.97	\$37.59	\$ (3.63)		\$32.07	\$33.94	\$32.21	\$ (1.87)
Avg. Merchandise/round	\$1.37	\$1.68	\$ (0.31)		\$1.62	\$1.52	\$1.49	\$ 0.10

Overview:

- Overall golf revenues for February finished slightly lower than the projected budget for the month due to several days of rain resulting in multiple days of cart path restrictions. Range revenue was slightly lower than budgeted and the pro shop revenues were slightly lower than budgeted.
- Total payroll for the month was lower than the projected budgeted amount, for a savings of \$12,500. This was as a result of controlling labor costs during days when rounds were reduced.
- Our operating expenses finished equal to the budgeted amount.
- The month of February is the fifth month in our fiscal year 2018-2019. YTD revenues were lower than projected, the range was slightly lower & the Pro Shop revenues were equal to the amount budgeted. The payroll and operating expenses are both lower than the projected budgeted amounts.
- Currently for the year we are ahead of budget due to cost control from labor and expenses.

Food & Beverage:

Our entire team continues to support Flagsticks restaurant and we continue to build a strong relationship with Kevin Hannah, the owner. Our Sales Director, Reggie Hunter continues to work with Kevin to promote the facility to all our guests by e-mail blasts, promotional advertising, along with posts on Facebook and Instagram.

R&R Projects:

- There were no projects for the month of February 2019.

Tee Sheet Activity:

- There were 4,635 total rounds for the month which included 3,918 paid rounds, 487 Annual with Cypress Pass member rounds and 230 other rounds. The round type for the month included 3,534 eighteen hole rounds and 1,022 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.

February 2019 and YTD rounds mix:

Type	Actual	Budget	Month- P.Y.	Y.T.D	P.Y-Y.T.D
Paid	3918	3514	4237	15654	15629
Annual	487	809	936	2152	3219
Other rounds	230	100	225	1097	1114
Total Rounds	4635	4423	5398	18903	19962

Departmental Summaries:

Course & Grounds/Range

- The maintenance team continues to follow their agronomic plan.
- Fertilizers were applied to the putting surfaces and tees. Herbicides were applied to the greens, tees, roughs and fairways. The greens were spiked, rolled and top dressed as per our agronomic plan.
- The maintenance team is continuing with ongoing maintenance projects around the golf course including removal of several trees along with beautification of the grounds for the clubhouse areas.

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 Antigua, Footjoy, Titleist, Callaway, Bridgestone, Nancy Lopez, Ahead merchandise and St Andrews products. There was \$200.00 in gift card sales purchased for the month with \$6,355 in pro-shop sales.
- I am pleased to announce that the city of Port Orange has recently purchased 72 brand new EZ-GO TXT golf carts to update the fleet which were almost 4 years old. We received delivery of the new carts on February 22nd. We will 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. Cypress Head has signed on to join the PGA Junior League to help promote junior golfers in our community.

- Cypress Head hosted a Callaway Demo Day which was very successful. We introduced the new Epic Flash club line to over 50 participants resulting in multiple sales.
- The MGA and the WGA are continuing their league play. We also host a weekly Homeowner's Nine & Dine event where the players enjoy nine holes of golf and return to the clubhouse for their dinner and cocktails.
- Range lights will be operational on Friday & Saturday evenings to promote the practice facility for after work availability. We continued to offer golf clinics under the lights for the month of February.

Marketing and Sales:

- Ms. Reggie Hunter, our Director of Sales & Marketing, is booking tournament events for the 2019/20 season.
- Ms. Hunter continues to assist Mr. Hannah in his marketing efforts to promote Flagsticks restaurant at Cypress Head.
- 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 approximately 11,000 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, Daytona Beach Chamber, SEV Chamber and the POSD Rotary club.
- We continue to increase the visibility of Cypress Head Golf Course on the various social media platforms such as Facebook, twitter and Instagram.

Mindshare Reviews and Comments:

Report run: 3/6/2019 7:24 AM MST
Data current as of: 3/6/2019 7:23 AM MST

REPORT CRITERIA	
Date of Survey	2/1/19 - 2/28/19
Select level	Cypress Head Golf Club

Number of Surveys: 37



#	Zip Code	Date Golfer	Date of Survey	Tee Time	Overall Rating	Service Rating	Course Rating	Food Rating	Recommend Rating	NPS	Overall Rating w/o F&B	Comments	
Totals					8.5	9.2	7.5	8.8	8.8	56.8	8.5		
Cypress Head Golf Club					8.5	9.2	7.5	8.8	8.8	56.8	8.5		
Golf					8.5	9.2	7.5	8.8	8.8	56.8	8.5		

- There were over 400 questionnaires mailed out to players during the month of February 2019. The overall rating for the golf course received an 8.5 with a recommended rating of 8.8 and our service rating is at 9.2.
- 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:

- Our entire team is dedicated to serving the needs of our community and continues in providing the best in class service for all of our guests throughout the season.
- We will be hosting two complimentary clinics in conjunction with the POSD Chamber of Commerce to help promote Cypress Head Golf Course and the game of golf.
- We will be welcoming back our after work golf leagues with the beginning of Daylight Saving time.
- Our tournament season will open with the Spruce Creek Academy of Finance golf tournament in March.
- Cypress Head will be promoting the PGA Junior League of America. This is a nationwide initiative to engage junior golfers in a fun but competitive format where they get to play and meet new friends.

Respectfully Submitted,

Bob Duquette, PGA

General Manager
The Golf Club at Cypress Head

Matt Lindley

Regional Operating Executive
KemperSports Management

The Golf Club at Cypress Head
For the Five Months Ending February 28, 2019

	<u>02/28/19</u>	<u>09/30/18</u>	<u>02/28/18</u>
ASSETS			
CURRENT ASSETS:			
Cash			
Cash - Depository	170,172	113,142	196,260
Cash - Payroll	28,584	31,383	35,063
Cash - Manual Checks	850	850	850
Cash - Housebank & Other	500	500	700
Total Cash	<u>200,106</u>	<u>145,875</u>	<u>232,873</u>
Accounts Receivable			
A/R Member	1,708	107,885	1,311
Total Accounts Receivable	<u>1,708</u>	<u>107,885</u>	<u>1,311</u>
Other Current Assets			
Inventory - Merchandise	25,343	16,567	15,322
Inventory - Food & Beverage	0	0	9,526
Prepaid Insurance	7,903	20,601	8,073
Prepaid Exp - Other	14,711	10,969	628
Total Other Current Assets	<u>47,957</u>	<u>48,137</u>	<u>33,548</u>
TOTAL CURRENT ASSETS	<u>249,771</u>	<u>301,897</u>	<u>267,732</u>
PROPERTY, PLANT AND EQUIPMENT:			
Buildings & Improvements	30,598	30,598	30,598
Machinery & Equipment	5,550	5,550	5,550
Property Plant and Equipment	36,148	36,148	36,148
Accumulated Depreciation	<u>(27,007)</u>	<u>(26,529)</u>	<u>(25,860)</u>
TOTAL PROPERTY, PLANT AND EQUIPMENT	<u>9,141</u>	<u>9,619</u>	<u>10,288</u>
OTHER ASSETS:			
Deposits (in ST section of chart)	0	0	3,000
TOTAL OTHER ASSETS	<u>0</u>	<u>0</u>	<u>3,000</u>
TOTAL ASSETS	<u><u>258,912</u></u>	<u><u>311,516</u></u>	<u><u>281,019</u></u>

The Golf Club at Cypress Head
For the Five Months Ending February 28, 2019

	<u>02/28/19</u>	<u>09/30/18</u>	<u>02/28/18</u>
LIABILITIES AND STOCKHOLDERS' EQUITY			
CURRENT LIABILITIES:			
Accts Pay - Trade	47,330	29,464	25,645
Accts Pay - Other	22,983	22,055	21,889
Accrued Expenses	600	480	5,799
Accrued Payroll	27,253	29,420	26,344
Accrued Taxes	8,573	3,477	9,928
Deferred Revenue	144,267	255,063	165,121
TOTAL CURRENT LIABILITIES	<u>251,006</u>	<u>339,958</u>	<u>254,725</u>
 TOTAL LIABILITIES	 <u>251,006</u>	 <u>339,958</u>	 <u>254,725</u>
 STOCKHOLDER'S EQUITY			
Retained Earnings	7,906	(28,442)	26,294
Net Retained Earnings	7,906	(28,442)	26,294
Stockholders Equity	7,906	(28,442)	26,294
TOTAL STOCKHOLDER'S EQUITY	<u>7,906</u>	<u>(28,442)</u>	<u>26,294</u>
 TOTAL LIABILITIES AND STOCKHOLDER'S EQUITY	 <u>258,912</u>	 <u>311,516</u>	 <u>281,019</u>

The Golf Club at Cypress Head
Comparative Income Statement
For the Five Months Ending February 28, 2019

	MTD Prior Year	YTD Prior Year	Audited Prior Year	Percent of Total	MTD Actual	YTD Actual	Annual Budget	Percent of Total
REVENUES								
Green Fees & Cart Fees	141,741	503,465	1,111,456	45%	133,088	501,963	1,193,457	42%
Merchandise	6,047	26,381	68,906	38%	5,115	25,926	66,700	39%
Other Pro Shop	1,271	3,353	15,010	22%	1,240	4,255	12,341	34%
Range	3,861	15,623	34,886	45%	3,512	14,256	41,000	35%
Food and Beverage	20,111	99,661	121,455	82%	0	0	0	
Other Operating Revenues	4,323	16,390	36,815	45%	3,802	15,468	39,300	39%
Other G&A Income	0	0	0		0	472	0	
TOTAL REVENUE	177,354	664,873	1,388,528	48%	146,757	562,339	1,352,798	42%
COST OF SALES								
Merchandise	3,504	15,805	41,273	38%	3,449	15,960	40,020	40%
Food & Beverage	9,221	39,505	55,573	71%	0	0	0	
TOTAL COGS	12,724	55,310	96,846	57%	3,449	15,960	40,020	40%
COGS - Merchandise %	57.9%	59.9%	59.9%	100.0%	67.4%	61.6%	60.0%	102.6%
COGS - Food %	45.8%	39.7%	45.8%	86.7%				
PAYROLL								
Course and Grounds	24,167	119,509	286,413	42%	22,720	121,115	410,798	29%
Carts, Range, Starters, Etc.	6,902	37,491	86,159	44%	7,664	36,806	95,625	38%
Pro Shop	5,245	18,663	56,997	33%	4,090	21,996	60,916	36%
Food and Beverage	12,125	67,163	81,967	82%	0	0	0	
General and Administrative	10,579	57,566	138,756	41%	10,313	58,499	148,394	39%
Marketing	3,853	20,890	51,006	41%	3,886	21,198	51,051	42%
TOTAL PAYROLL	62,871	321,282	701,298	46%	48,673	259,615	766,784	34%
OPERATING EXPENSES								
Course and Grounds	18,830	75,094	208,057	36%	19,476	81,233	260,225	31%
Carts, Range, Starters, Etc.	6,541	34,574	82,037	42%	8,223	38,150	80,417	47%
Pro Shop	0	59	6,359	1%	750	1,287	6,900	19%
Food and Beverage	2,680	16,504	17,884	92%	0	0	0	
General and Administrative	18,585	93,913	208,210	45%	19,621	94,057	226,888	41%
Marketing	1,465	7,943	20,064	40%	864	5,492	25,200	22%
TOTAL OPERATING EXPENSES	48,101	228,087	542,612	42%	48,933	220,220	599,630	37%
TOTAL EXPENSES	123,696	604,680	1,340,755	45%	101,055	495,795	1,406,434	35%
OTHER INCOME (EXPENSE)								
MANAGEMENT FEES	(6,684)	(33,420)	(75,067)	45%	(5,944)	(29,718)	(70,608)	42%
Depreciation & Amortization	(96)	(478)	(1,146)	42%	(96)	(478)	(1,140)	42%
TOTAL OTHER INCOME (EXPENSE)	(6,780)	(33,898)	(76,213)	44%	(6,039)	(30,196)	(71,748)	42%
NET INCOME	46,879	26,295	(28,441)	-92%	39,663	36,348	(125,384)	-29%
Paid Rounds	4,237	15,629	35,583	17%	3,918	15,654	38,434	41%
Annual Pass Rounds	936	3,219	6,899	16%	487	2,152	8,541	25%
Other Rounds	225	1,114	2,590	17%	230	1,097	1,594	69%
Total Rounds	5,398	19,962	45,072	16%	4,635	18,903	48,569	39%
Revenue/Paid Rounds	41.86	42.54	39.02	106%	37.46	35.92	35.20	102%
Revenue/Total Rounds	32.86	33.31	30.81	106%	31.66	29.75	27.85	107%

[illegible]

The Golf Club at Cypress Head
Summary of All Units
For the Five Months Ending February 28, 2019

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												
82,951	88,089	94%	85,522	97%	Green Fees	312,147	329,657	95%	305,143	102%	714,205	669,112
50,137	44,016	114%	56,219	89%	Cart Fee	189,816	200,480	95%	198,321	96%	479,252	440,843
140	60	233%	80	175%	Handicap Fee	890	140	636%	161	552%	4,280	4,898
840	850	99%	851	99%	Lessons	2,195	2,341	94%	2,052	105%	4,861	7,484
250	340	76%	340	75%	Rental Clubs	1,170	1,210	97%	1,100	106%	3,200	3,530
5,115	6,200	82%	6,047	85%	Retail	25,926	27,000	96%	26,381	98%	66,700	68,451
3,512	4,100	86%	3,861	91%	Range	14,256	16,900	84%	15,623	91%	41,000	33,519
0	0	0%	9,701	0%	Food & Beverage	0	0	0%	52,835	0%	0	10,483
0	0	0%	6,727	0%	Beer	0	0	0%	26,963	0%	0	7,363
0	0	0%	3,006	0%	Liquor	0	0	0%	16,382	0%	0	3,341
0	0	0%	677	0%	Wine	0	0	0%	3,290	0%	0	606
0	0	0%	0	0%	F&B Other	0	0	0%	191	0%	0	0
3,802	4,400	86%	4,323	88%	City Surcharge R & R	15,468	16,700	93%	16,390	94%	39,300	35,892
0	0	0%	0	0%	Miscellaneous G&A	472	0	0%	0	0%	0	472
146,757	148,055	99%	177,354	83%	Total Revenues	562,339	594,428	95%	664,873	85%	1,352,798	1,285,994
COST OF GOODS SOLD												
3,449	3,720	93%	3,504	98%	COGS - Merchandise	15,960	16,200	99%	15,805	101%	40,020	41,428
0	0	0%	4,882	0%	COGS - Food & Beverage	0	0	0%	21,842	0%	0	7,718
0	0	0%	3,572	0%	COGS - Beer	0	0	0%	12,308	0%	0	5,360
0	0	0%	471	0%	COGS - Liquor	0	0	0%	4,034	0%	0	2,604
0	0	0%	296	0%	COGS - Wine	0	0	0%	1,321	0%	0	386
3,449	3,720	93%	12,724	27%	Total COGS	15,960	16,200	99%	55,310	29%	40,020	57,495
143,308	144,335	99%	164,630	87%	GROSS MARGIN	546,379	578,228	94%	609,562	90%	1,312,778	1,228,499
67.44%	60.00%	112.40%	57.94%	116.39%	COGS - Merchandise %	61.56%	60.00%	102.60%	59.91%	102.75%	60.00%	721.88%
0.00%	0.00%	0.00%	50.32%	0.00%	COGS - Food & Beverage %	0.00%	0.00%	0.00%	41.34%	0.00%	0.00%	63.51%
0.00%	0.00%	0.00%	53.10%	0.00%	COGS - Beer %	0.00%	0.00%	0.00%	45.65%	0.00%	0.00%	60.87%
0.00%	0.00%	0.00%	15.68%	0.00%	COGS - Liquor %	0.00%	0.00%	0.00%	24.62%	0.00%	0.00%	38.39%
0.00%	0.00%	0.00%	43.69%	0.00%	COGS - Wine %	0.00%	0.00%	0.00%	40.16%	0.00%	0.00%	22.13%
0.00%	0.00%	0.00%	45.85%	0.00%	COGS - All Food & Bev	0.00%	0.00%	0.00%	39.72%	0.00%	0.00%	57.62%
PAYROLL												
16,742	18,965	88%	16,730	100%	Gross Payroll - Salaried	92,096	94,440	98%	82,250	112%	227,198	224,524
0	0	0%	4,615	0%	Gross Kitchen Payroll - Salaried	0	0	0%	26,648	0%	0	6,607
23,069	31,114	74%	25,382	91%	Gross Payroll - Hourly	121,195	167,729	72%	127,423	95%	405,532	293,089
0	0	0%	5,400	0%	Gross Kitchen Payroll - Hourly	0	0	0%	29,842	0%	0	4,708
39,811	50,080	79%	52,127	76%	S/T Wages	213,291	262,169	81%	266,163	80%	632,730	528,929
2,878	3,831	75%	3,316	87%	Payroll Tax - FICA	15,357	20,056	77%	18,853	81%	48,404	38,196
408	733	56%	537	76%	Payroll Tax - UC	992	2,118	47%	1,896	52%	5,240	2,608
656	934	70%	956	69%	Payroll Tax - WC	3,674	4,889	75%	5,086	72%	12,146	9,222
4,920	5,596	88%	5,935	83%	Benefits	26,302	27,983	94%	29,284	90%	68,264	60,676
8,862	11,094	80%	10,743	82%	S/T Adders	46,324	55,047	84%	55,119	84%	134,054	110,702
48,673	61,174	80%	62,871	77%	TOTAL PAYROLL	259,615	317,216	82%	321,282	81%	766,784	639,631
OPERATING EXPENSES												
0	0	0%	0	0%	Bar Supplies	0	0	0%	144	0%	0	0
26	0	0%	7	377%	Cart Supplies	497	605	82%	615	81%	2,005	1,366
152	200	76%	202	75%	Chemicals	616	2,550	32%	2,663	31%	5,350	3,002
0	300	0%	305	0%	Course Accessories	1,281	480	267%	493	260%	1,805	3,537
0	0	0%	626	0%	Dining Room Supplies	0	0	0%	3,784	0%	0	244
4,788	4,400	109%	4,348	110%	Fertilizer	12,765	12,300	104%	9,708	131%	32,900	24,882
0	0	0%	0	0%	Flowers/Decor	0	0	0%	0	0%	750	59
1,063	1,200	89%	1,277	83%	Fuel	5,034	5,900	85%	4,919	102%	14,400	10,734
0	0	0%	0	0%	Fungicides	200	800	25%	850	24%	4,450	801
3,129	2,700	116%	2,643	118%	Herbicides	5,085	7,350	69%	7,326	69%	23,200	17,915
0	550	0%	526	0%	Insecticides	653	1,705	38%	1,646	40%	19,805	13,445
663	400	166%	385	172%	Janitorial Supplies	2,485	2,300	108%	2,384	104%	5,300	5,873
0	0	0%	274	0%	Kitchen Supplies	0	0	0%	824	0%	0	150
0	0	0%	220	0%	Laundry/Linens	0	0	0%	1,207	0%	0	258
0	0	0%	0	0%	Laundry/Uniforms	492	780	63%	1,212	41%	1,780	994
348	275	127%	274	127%	Office Supplies	1,582	3,215	49%	3,615	44%	5,177	3,587
0	0	0%	0	0%	Range Balls	1,325	1,300	102%	1,325	100%	2,900	2,650
1,013	200	506%	207	488%	Range Equipment	1,344	485	277%	501	268%	1,085	2,205
0	0	0%	0	0%	Range Expenses	0	0	0%	0	0%	0	439
0	800	0%	1,031	0%	Sand/Topdress	1,079	2,400	45%	2,042	53%	14,300	6,169
1,650	0	0%	0	0%	Seeds/Trees	9,545	4,400	217%	0	0%	4,400	12,725
0	0	0%	0	0%	Small Tools	91	450	20%	221	41%	1,050	159
0	0	0%	0	0%	Staff/Volunteer Uniforms	0	0	0%	0	0%	850	0
680	100	680%	0	0%	Supplies	680	500	136%	249	273%	1,075	2,066
0	80	0%	0	0%	Tournament Expense	48	400	12%	(278)	-17%	960	517
262	100	262%	114	230%	Alarm System	1,665	620	269%	651	256%	1,490	2,790

The Golf Club at Cypress Head
Summary of All Units
For the Five Months Ending February 28, 2019

MTD	MTD	% of	MTD	% of		YTD	YTD	% of	YTD	% of	Annual	
Actual	Budget	Budget	Prior Year	PY		Actual	Budget	Budget	Prior Year	PY	Budget	
0	0	0%	0	0%	Carpet Cleaning	0	0	0%	0	0%	550	0
0	100	0%	0	0%	Cart Repairs	141	500	28%	589	24%	1,200	192
0	150	0%	151	0%	Computer Service	0	750	0%	757	0%	2,400	470
812	812	100%	812	100%	Contract Cleaning	4,060	4,060	100%	4,113	99%	9,744	9,744
0	0	0%	0	0%	Guest Relations	54	60	90%	64	85%	60	54
0	0	0%	0	0%	Handicap Expense	150	0	0%	0	0%	4,225	4,306
0	0	0%	0	0%	Indoor Plant Maint	0	0	0%	0	0%	100	0
2	0	0%	0	0%	Irrigation	1,189	1,530	78%	1,587	75%	6,685	6,685
0	75	0%	0	0%	Lesson Expense	0	225	0%	0	0%	450	286
0	0	0%	0	0%	Pest Control	0	0	0%	375	0%	0	0
1,836	1,600	115%	1,577	116%	Repair & Maint - Equipment	7,314	9,030	81%	9,314	79%	22,950	19,469
0	0	0%	90	0%	Repair & Maint - Building	1,515	1,300	117%	1,260	120%	3,700	3,874
6,225	5,136	121%	5,356	116%	Cart Lease	30,274	25,678	118%	26,778	113%	61,627	67,763
5,356	6,445	83%	5,466	98%	Equipment Lease	27,627	32,223	86%	27,340	101%	77,335	64,990
176	175	101%	168	105%	Off-Site Storage	880	875	101%	840	105%	2,100	2,116
1,143	1,150	99%	1,194	96%	Utilities - Electric	5,614	5,780	97%	5,852	96%	14,030	13,861
0	0	0%	572	0%	Utilities - Gas	0	0	0%	4,624	0%	0	(234)
2,631	3,160	83%	3,095	85%	Utilities - Other	16,296	15,660	104%	15,402	106%	40,860	40,549
303	250	121%	243	125%	Utilities - Telephone/Fax	1,458	1,250	117%	795	183%	3,000	3,473
212	250	85%	236	90%	Utilities - Water	1,101	1,200	92%	1,124	98%	2,800	2,610
725	2,000	36%	1,465	49%	Advertising & Promotion	5,354	9,600	56%	8,000	67%	24,000	15,375
293	475	62%	477	62%	Bank Charges	3,411	2,250	152%	2,292	149%	4,525	6,562
80	0	0%	(167)	-48%	Cash Short/(Over)	(238)	0	0%	(1,331)	18%	0	(1,136)
200	200	100%	242	83%	Cell Phone	900	1,000	90%	992	91%	2,400	2,250
3,802	4,400	86%	4,323	88%	City Surcharge R & R	15,468	16,700	93%	16,390	94%	39,300	35,892
0	0	0%	0	0%	Copier/Photocopies	0	175	0%	0	0%	175	0
2,208	2,000	110%	2,225	99%	Credit Card Discounts	9,683	12,400	78%	12,683	76%	29,300	23,350
(5)	300	-2%	316	-2%	Donations	(135)	300	-45%	316	-43%	300	399
0	0	0%	0	0%	Dues & Subscriptions	358	200	179%	200	179%	1,160	897
0	0	0%	0	0%	Education & Training	0	0	0%	0	0%	200	45
75	75	100%	78	96%	Employee Relations	555	1,175	47%	1,086	51%	1,945	813
0	30	0%	11	0%	Employee Testing	87	150	58%	104	84%	360	106
4,320	4,471	97%	4,341	100%	Insurance Expense	21,602	22,355	97%	21,707	100%	53,652	51,887
443	40	1108%	0	0%	Member Relations	2,027	200	1013%	0	0%	480	2,027
73	30	244%	0	0%	Messenger Service - Fedex	73	150	49%	142	51%	360	207
0	0	0%	0	0%	Miscellaneous	20	0	0%	(57)	-36%	0	20
1,500	2,360	64%	2,000	75%	O/S - Accounting	9,690	12,360	78%	12,000	81%	12,360	12,690
0	0	0%	0	0%	O/S - Legal	0	700	0%	720	0%	780	0
0	0	0%	0	0%	O/S - Other	0	0	0%	0	0%	7,900	6,550
346	500	69%	450	77%	Payroll Processing Fee	2,540	2,950	86%	2,928	87%	6,450	5,552
158	100	158%	95	167%	Postage/Shipping	585	590	99%	571	102%	1,340	1,437
(20)	0	0%	(30)	67%	Tax/Licenses/Fees	(140)	0	0%	(150)	93%	0	(275)
0	0	0%	0	0%	Theft Loss	0	0	0%	82	0%	0	0
1,059	0	0%	727	146%	Travel - Meals	1,992	0	0%	1,570	127%	0	2,461
1,204	1,150	105%	86	1400%	Travel - Other	2,048	5,750	36%	815	251%	13,800	8,703
0	0	0%	0	0%	Website Expenses	0	0	0%	0	0%	0	2,100
0	0	0%	63	0%	Employee Meals	0	0	0%	113	0%	0	56
48,933	48,738	100%	48,101	102%	TOTAL OPERATING EXPENSES	220,220	237,666	93%	228,087	97%	599,630	534,744
45,702	34,423	133%	53,658	85%	EBITDA	66,544	23,346	285%	60,193	111%	(53,636)	54,124
5,944	5,884	101%	6,684	89%	Management Fee	29,718	29,420	101%	33,420	89%	70,608	71,365
5,944	5,884	101%	6,684	89%	Management Fees	29,718	29,420	101%	33,420	89%	70,608	71,365
23	23	101%	23	100%	Deprec - Mach & Equip	116	115	101%	116	100%	276	278
72	72	101%	72	100%	Deprec - Buildings	362	360	101%	362	100%	864	869
96	95	101%	96	100%	S/T DEPR. & AMORT	478	475	101%	478	100%	1,140	1,146
39,663	28,444	139%	46,879	85%	NET INCOME	36,348	(6,549)	-555%	26,295	138%	(125,384)	(18,387)

The Golf Club at Cypress Head
Course & Grounds
For the Five Months Ending February 28, 2019

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												
82,951	88,089	94%	85,522	97%	Green Fees	312,147	329,657	95%	305,143	102%	714,205	669,112
3,802	4,400	86%	4,323	88%	City Surcharge R & R	15,468	16,700	93%	16,390	94%	39,300	35,892
86,753	92,489	94%	89,845	97%	Total Revenues	327,615	346,357	95%	321,533	102%	753,505	705,004
86,753	92,489	94%	89,845	97%	GROSS MARGIN	327,615	346,357	95%	321,533	102%	753,505	705,004
PAYROLL												
6,379	7,303	87%	6,308	101%	Gross Payroll - Salaried	35,209	36,130	97%	26,673	132%	87,253	85,560
12,108	19,334	63%	13,626	89%	Gross Payroll - Hourly	63,819	104,268	61%	72,926	86%	252,038	151,894
18,487	26,638	69%	19,934	93%	S/T Wages	99,028	140,397	71%	99,600	99%	339,291	237,454
1,296	2,038	64%	1,259	103%	Payroll Tax - FICA	6,987	10,740	65%	6,937	101%	25,956	16,552
195	396	49%	207	94%	Payroll Tax - UC	437	982	44%	633	69%	2,570	962
280	497	56%	342	82%	Payroll Tax - WC	1,658	2,618	63%	1,893	88%	6,513	4,066
2,461	2,989	82%	2,425	101%	Benefits	13,006	14,946	87%	10,446	125%	36,468	28,985
4,233	5,919	72%	4,233	100%	S/T Adders	22,087	29,287	75%	19,910	111%	71,507	50,565
22,720	32,557	70%	24,167	94%	TOTAL PAYROLL	121,115	169,684	71%	119,509	101%	410,798	288,019
OPERATING EXPENSES												
152	200	76%	202	75%	Chemicals	816	2,550	32%	2,663	31%	5,350	3,002
0	300	0%	305	0%	Course Accessories	1,281	480	267%	493	260%	1,805	3,537
4,788	4,400	109%	4,348	110%	Fertilizer	12,765	12,300	104%	9,708	131%	32,900	24,882
0	0	0%	0	0%	Flowers/Decor	0	0	0%	0	0%	750	59
1,063	1,200	89%	1,277	83%	Fuel	5,034	5,900	85%	4,919	102%	14,400	10,734
0	0	0%	0	0%	Fungicides	200	800	25%	850	24%	4,450	801
3,129	2,700	116%	2,643	118%	Herbicides	5,085	7,350	69%	7,326	69%	23,200	17,915
0	550	0%	526	0%	Insecticides	653	1,705	38%	1,646	40%	19,805	13,445
0	800	0%	1,031	0%	Sand/Topdress	1,079	2,400	45%	2,042	53%	14,300	6,169
0	0	0%	0	0%	Seeds/Trees	7,895	4,400	179%	0	0%	4,400	11,075
0	0	0%	0	0%	Small Tools	91	450	20%	221	41%	1,050	159
0	0	0%	0	0%	Staff/Volunteer Uniforms	0	0	0%	0	0%	850	0
2	0	0%	0	0%	Irrigation	1,189	1,530	78%	1,587	75%	6,680	6,685
1,836	1,500	122%	1,551	118%	Repair & Maint - Equipment	6,228	8,500	73%	8,529	73%	20,800	18,362
0	0	0%	0	0%	Repair & Maint - Building	0	100	0%	100	0%	700	218
5,356	6,445	83%	5,316	101%	Equipment Lease	27,627	32,223	86%	26,580	104%	77,335	64,840
183	200	92%	223	82%	Utilities - Electric	1,065	1,030	103%	1,086	98%	2,730	2,885
906	1,160	78%	1,162	78%	Utilities - Other	6,705	5,660	118%	5,709	117%	15,660	16,856
140	100	140%	0	0%	Utilities - Telephone/Fax	558	500	112%	408	137%	1,200	1,393
212	250	85%	236	90%	Utilities - Water	1,101	1,200	92%	1,124	98%	2,800	2,610
0	0	0%	0	0%	Employee Relations	0	0	0%	0	0%	200	0
0	30	0%	11	0%	Employee Testing	87	150	58%	104	84%	360	106
0	0	0%	0	0%	O/S - Other	0	0	0%	0	0%	7,900	6,550
58	50	116%	0	0%	Travel - Other	124	250	50%	0	0%	600	243
17,826	19,885	90%	18,830	95%	TOTAL OPERATING EXPENSES	79,583	89,478	89%	75,094	106%	260,225	212,546
46,208	40,047	115%	46,848	99%	EBITDA	126,917	87,195	146%	126,930	100%	82,482	204,439
46,208	40,047	115%	46,848	99%	NET INCOME	126,917	87,195	146%	126,930	100%	82,482	204,439

The Golf Club at Cypress Head
Maintenance
For the Five Months Ending February 28, 2019

MTD Actual	MTD Budget	% of Budget	MTD Prior Year	% of PY		YTD Actual	YTD Budget	% of Budget	YTD Prior Year	% of PY	Annual Budget	
					OPERATING EXPENSES							
1,650	0	0%	0	0%	Seeds/Trees	1,650	0	0%	0	0%	0	1,650
1,650	0	0%	0	0%	TOTAL OPERATING EXPENSES	1,650	0	0%	0	0%	0	1,650
(1,650)	0	0%	0	0%	EBITDA	(1,650)	0	0%	0	0%	0	(1,650)
(1,650)	0	0%	0	0%	NET INCOME	(1,650)	0	0%	0	0%	0	(1,650)

The Golf Club at Cypress Head
Carts
For the Five Months Ending February 28, 2019

MTD Actual	MTD Budget	% of Budget	MTD Prior Year	% of PY		YTD Actual	YTD Budget	% of Budget	YTD Prior Year	% of PY	Annual Budget	
50,137	44,016	114%	56,219	89%	REVENUES	189,816	200,480	95%	198,321	96%	479,252	440,843
50,137	44,016	114%	56,219	89%	Cart Fee	189,816	200,480	95%	198,321	96%	479,252	440,843
50,137	44,016	114%	56,219	89%	Total Revenues	189,816	200,480	95%	198,321	96%	479,252	440,843
					GROSS MARGIN	189,816	200,480	95%	198,321	96%	479,252	440,843
6,932	6,600	105%	6,203	112%	PAYROLL	33,295	35,593	94%	33,749	99%	86,036	77,138
6,932	6,600	105%	6,203	112%	Gross Payroll - Hourly	33,295	35,593	94%	33,749	99%	86,036	77,138
					S/T Wages							
537	505	106%	488	110%	Payroll Tax - FICA	2,618	2,723	96%	2,685	98%	6,582	6,039
77	102	76%	82	94%	Payroll Tax - UC	289	471	61%	379	76%	1,248	857
108	123	88%	118	92%	Payroll Tax - WC	579	664	87%	633	91%	1,652	1,355
9	8	109%	10	94%	Benefits	26	44	59%	45	58%	108	86
732	738	99%	698	105%	S/T Adders	3,512	3,902	90%	3,741	94%	9,589	8,338
7,664	7,338	104%	6,902	111%	TOTAL PAYROLL	36,806	39,495	93%	37,491	98%	95,625	85,475
26	0	0%	7	377%	OPERATING EXPENSES	497	605	82%	615	81%	2,005	1,366
0	100	0%	0	0%	Cart Supplies	141	500	28%	589	24%	1,200	192
6,225	5,136	121%	5,356	116%	Cart Repairs	30,274	25,678	118%	26,778	113%	61,627	67,763
960	950	101%	971	99%	Cart Lease	4,550	4,750	96%	4,766	95%	11,300	10,976
7,210	6,186	117%	6,334	114%	Utilities - Electric	35,460	31,533	112%	32,748	108%	76,132	80,298
35,262	30,493	116%	42,984	82%	TOTAL OPERATING EXPENSES	117,549	129,452	91%	128,083	92%	307,495	275,070
35,262	30,493	116%	42,984	82%	EBITDA	117,549	129,452	91%	128,083	92%	307,495	275,070
					NET INCOME	117,549	129,452	91%	128,083	92%	307,495	275,070

The Golf Club at Cypress Head
Range
For the Five Months Ending February 28, 2019

MTD Actual	MTD Budget	% of Budget	MTD Prior Year	% of PY		YTD Actual	YTD Budget	% of Budget	YTD Prior Year	% of PY	Annual Budget	
3,512	4,100	86%	3,861	91%	REVENUES	14,256	16,900	84%	15,623	91%	41,000	33,519
3,512	4,100	86%	3,861	91%	Range	14,256	16,900	84%	15,623	91%	41,000	33,519
3,512	4,100	86%	3,861	91%	Total Revenues	14,256	16,900	84%	15,623	91%	41,000	33,519
					GROSS MARGIN	14,256	16,900	84%	15,623	91%	41,000	33,519
					OPERATING EXPENSES							
0	0	0%	0	0%	Range Balls	1,325	1,300	102%	1,325	100%	2,900	2,650
1,013	200	506%	207	488%	Range Equipment	1,344	485	277%	501	268%	1,085	2,205
0	0	0%	0	0%	Range Expenses	0	0	0%	0	0%	0	439
0	0	0%	0	0%	Repair & Maint - Equipment	21	0	0%	0	0%	300	21
1,013	200	506%	207	488%	TOTAL OPERATING EXPENSES	2,690	1,785	151%	1,826	147%	4,285	5,316
2,499	3,900	64%	3,653	68%	EBITDA	11,566	15,115	77%	13,796	84%	36,715	28,204
2,499	3,900	64%	3,653	68%	NET INCOME	11,566	15,115	77%	13,796	84%	36,715	28,204

The Golf Club at Cypress Head
F & B Cafe
For the Five Months Ending February 28, 2019

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%	9,701	0%	Food & Beverage	0	0	0%	52,835	0%	0	10,483
0	0	0%	6,727	0%	Beer	0	0	0%	26,963	0%	0	7,363
0	0	0%	3,006	0%	Liquor	0	0	0%	16,382	0%	0	3,341
0	0	0%	677	0%	Wine	0	0	0%	3,290	0%	0	606
0	0	0%	0	0%	F&B Other	0	0	0%	191	0%	0	0
0	0	0%	20,111	0%	Total Revenues	0	0	0%	99,661	0%	0	21,793
COST OF GOODS SOLD												
0	0	0%	4,882	0%	COGS - Food & Beverage	0	0	0%	21,842	0%	0	7,718
0	0	0%	3,572	0%	COGS - Beer	0	0	0%	12,308	0%	0	5,360
0	0	0%	471	0%	COGS - Liquor	0	0	0%	4,034	0%	0	2,604
0	0	0%	296	0%	COGS - Wine	0	0	0%	1,321	0%	0	386
0	0	0%	9,221	0%	Total COGS	0	0	0%	39,505	0%	0	16,067
0	0	0%	10,890	0%	GROSS MARGIN	0	0	0%	60,156	0%	0	5,726
0.00%	0.00%	0.00%	50.32%	0.00%	COGS - Food & Beverage %	0.00%	0.00%	0.00%	41.34%	0.00%	0.00%	63.51%
0.00%	0.00%	0.00%	53.10%	0.00%	COGS - Beer %	0.00%	0.00%	0.00%	45.65%	0.00%	0.00%	60.87%
0.00%	0.00%	0.00%	15.68%	0.00%	COGS - Liquor %	0.00%	0.00%	0.00%	24.62%	0.00%	0.00%	38.39%
0.00%	0.00%	0.00%	43.69%	0.00%	COGS - Wine %	0.00%	0.00%	0.00%	40.16%	0.00%	0.00%	22.13%
0.00%	0.00%	0.00%	45.85%	0.00%	COGS - All Food & Bev	0.00%	0.00%	0.00%	39.72%	0.00%	0.00%	57.62%
PAYROLL												
0	0	0%	4,615	0%	Gross Kitchen Payroll - Salaried	0	0	0%	26,648	0%	0	6,607
0	0	0%	5,400	0%	Gross Kitchen Payroll - Hourly	0	0	0%	29,842	0%	0	4,708
0	0	0%	10,016	0%	S/T Wages	0	0	0%	56,490	0%	0	11,316
0	0	0%	728	0%	Payroll Tax - FICA	0	0	0%	4,186	0%	0	991
0	0	0%	122	0%	Payroll Tax - UC	0	0	0%	523	0%	0	90
0	0	0%	212	0%	Payroll Tax - WC	0	0	0%	1,123	0%	0	289
0	0	0%	1,047	0%	Benefits	0	0	0%	4,841	0%	0	2,118
0	0	0%	2,109	0%	S/T Adders	0	0	0%	10,673	0%	0	3,488
0	0	0%	12,125	0%	TOTAL PAYROLL	0	0	0%	67,163	0%	0	14,803
OPERATING EXPENSES												
0	0	0%	0	0%	Bar Supplies	0	0	0%	144	0%	0	0
0	0	0%	626	0%	Dining Room Supplies	0	0	0%	3,784	0%	0	244
0	0	0%	274	0%	Kitchen Supplies	0	0	0%	824	0%	0	150
0	0	0%	220	0%	Laundry/Linens	0	0	0%	1,207	0%	0	258
0	0	0%	0	0%	Office Supplies	0	0	0%	316	0%	0	0
0	0	0%	812	0%	Contract Cleaning	0	0	0%	4,113	0%	0	812
0	0	0%	26	0%	Repair & Maint - Equipment	0	0	0%	650	0%	0	0
0	0	0%	150	0%	Equipment Lease	0	0	0%	760	0%	0	150
0	0	0%	572	0%	Utilities - Gas	0	0	0%	4,624	0%	0	(234)
0	0	0%	0	0%	Theft Loss	0	0	0%	82	0%	0	0
0	0	0%	2,680	0%	TOTAL OPERATING EXPENSES	0	0	0%	16,504	0%	0	1,380
0	0	0%	(3,915)	0%	EBITDA	0	0	0%	(23,511)	0%	0	(10,458)
0	0	0%	857	0%	Management Fee	0	0	0%	4,285	0%	0	857
0	0	0%	857	0%	Management Fees	0	0	0%	4,285	0%	0	857
0	0	0%	(4,772)	0%	NET INCOME	0	0	0%	(27,795)	0%	0	(11,315)

The Golf Club at Cypress Head
Golf Shop
For the Five Months Ending February 28, 2019

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												
140	60	233%	80	175%	Handicap Fee	890	140	636%	161	552%	4,280	4,898
840	850	99%	851	99%	Lessons	2,195	2,341	94%	2,092	105%	4,861	7,484
260	340	76%	340	76%	Rental Clubs	1,170	1,210	97%	1,100	106%	3,200	3,530
5,115	6,200	82%	6,047	85%	Retail	25,926	27,000	96%	26,381	98%	66,700	68,451
6,355	7,450	85%	7,318	87%	Total Revenues	30,181	30,691	98%	29,734	102%	79,041	84,363
COST OF GOODS SOLD												
3,449	3,720	93%	3,504	98%	COGS - Merchandise	15,960	16,200	99%	15,805	101%	40,020	41,428
3,449	3,720	93%	3,504	98%	Total COGS	15,960	16,200	99%	15,805	101%	40,020	41,428
2,906	3,730	78%	3,815	76%	GROSS MARGIN	14,221	14,491	98%	13,929	102%	39,021	42,935
67.44%	60.00%	112.40%	57.94%	116.39%	COGS - Merchandise %	61.56%	60.00%	102.60%	59.91%	102.75%	60.00%	721.88%
PAYROLL												
3,694	4,220	88%	4,774	77%	Gross Payroll - Hourly	20,010	22,758	88%	16,917	118%	55,011	54,744
3,694	4,220	88%	4,774	77%	S/T Wages	20,010	22,758	88%	16,917	118%	55,011	54,744
287	323	89%	336	85%	Payroll Tax - FICA	1,551	1,741	89%	1,294	120%	4,208	4,236
47	65	73%	55	87%	Payroll Tax - UC	82	244	34%	142	58%	641	430
62	79	79%	81	77%	Payroll Tax - WC	353	424	83%	310	114%	1,056	921
396	467	85%	471	84%	S/T Adders	1,986	2,409	82%	1,746	114%	5,905	5,586
4,090	4,687	87%	5,245	78%	TOTAL PAYROLL	21,996	25,167	87%	18,663	118%	60,916	60,330
OPERATING EXPENSES												
70	0	0%	0	0%	Office Supplies	180	90	200%	89	202%	190	183
680	100	680%	0	0%	Supplies	680	500	136%	249	273%	1,075	2,066
0	80	0%	0	0%	Tournament Expense	48	400	12%	(278)	-17%	960	517
0	0	0%	0	0%	Handicap Expense	150	0	0%	0	0%	4,225	4,306
0	75	0%	0	0%	Lesson Expense	0	225	0%	0	0%	450	286
0	0	0%	0	0%	Repair & Maint - Building	230	0	0%	0	0%	0	230
750	255	294%	0	0%	TOTAL OPERATING EXPENSES	1,287	1,215	106%	59	2166%	6,900	7,587
(1,934)	(1,212)	160%	(1,430)	135%	EBITDA	(9,063)	(11,891)	76%	(4,794)	189%	(28,795)	(24,982)
(1,934)	(1,212)	160%	(1,430)	135%	NET INCOME	(9,063)	(11,891)	76%	(4,794)	189%	(28,795)	(24,982)

The Golf Club at Cypress Head
G & A
For the Five Months Ending February 28, 2019

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%	Miscellaneous G&A	472	0	0%	0	0%	0	472
0	0	0%	0	0%	Total Revenues	472	0	0%	0	0%	0	472
0	0	0%	0	0%	GROSS MARGIN	472	0	0%	0	0%	0	472
PAYROLL												
7,253	8,260	88%	7,274	100%	Gross Payroll - Salaried	39,799	41,300	96%	38,556	103%	99,120	97,062
335	960	35%	779	43%	Gross Payroll - Hourly	4,071	5,111	80%	3,830	106%	12,448	9,314
7,589	9,220	82%	8,052	94%	S/T Wages	43,870	46,411	95%	42,386	104%	111,568	106,376
536	705	76%	357	150%	Payroll Tax - FICA	2,977	3,550	84%	2,596	115%	8,535	7,337
53	118	44%	35	152%	Payroll Tax - UC	112	305	37%	149	75%	562	179
150	172	87%	144	104%	Payroll Tax - WC	783	866	91%	802	98%	2,141	1,892
1,986	2,098	95%	1,991	100%	Benefits	10,757	10,490	103%	11,633	92%	25,588	23,906
2,725	3,094	88%	2,526	108%	S/T Adders	14,630	15,211	96%	15,180	96%	36,826	33,314
10,313	12,314	84%	10,579	97%	TOTAL PAYROLL	58,499	61,621	95%	57,566	102%	148,394	139,690
OPERATING EXPENSES												
663	400	166%	385	172%	Janitorial Supplies	2,485	2,300	108%	2,384	104%	5,300	5,873
0	0	0%	0	0%	Laundry/Uniforms	492	780	63%	1,212	41%	1,780	994
278	275	101%	274	102%	Office Supplies	1,402	3,125	45%	3,209	44%	4,987	3,405
262	100	262%	114	230%	Alarm System	1,665	620	269%	651	256%	1,490	2,790
0	0	0%	0	0%	Carpet Cleaning	0	0	0%	0	0%	550	0
0	150	0%	151	0%	Computer Service	0	750	0%	757	0%	2,400	470
812	812	100%	0	0%	Contract Cleaning	4,060	4,060	100%	0	0%	9,744	8,932
0	0	0%	0	0%	Guest Relations	54	60	90%	64	85%	60	54
0	0	0%	0	0%	Indoor Plant Maint	0	0	0%	0	0%	100	0
0	0	0%	0	0%	Pest Control	0	0	0%	375	0%	0	0
0	100	0%	0	0%	Repair & Maint - Equipment	1,065	530	201%	135	789%	1,850	1,065
0	0	0%	90	0%	Repair & Maint - Building	1,285	1,200	107%	1,160	111%	3,000	3,425
176	175	101%	168	105%	Off-Site Storage	880	875	101%	840	105%	2,100	2,116
1,725	2,000	86%	1,933	89%	Utilities - Other	9,591	10,000	96%	9,693	99%	25,200	23,693
163	150	109%	243	67%	Utilities - Telephone/Fax	900	750	120%	387	232%	1,800	2,081
293	475	62%	477	62%	Bank Charges	3,411	2,250	152%	2,292	149%	4,525	6,562
80	0	0%	(167)	-48%	Cash Short/(Over)	(238)	0	0%	(1,331)	18%	0	(1,136)
200	200	100%	242	83%	Cell Phone	900	1,000	90%	992	91%	2,400	2,250
3,802	4,400	86%	4,323	88%	City Surcharge R & R	15,468	16,700	93%	16,390	94%	39,300	35,892
0	0	0%	0	0%	Copier/Photocopies	0	175	0%	0	0%	175	0
2,208	2,000	110%	2,225	99%	Credit Card Discounts	9,683	12,400	78%	12,683	76%	29,300	23,350
(5)	300	-2%	316	-2%	Donations	(135)	300	-45%	316	-43%	300	399
0	0	0%	0	0%	Dues & Subscriptions	358	200	179%	200	179%	1,160	897
0	0	0%	0	0%	Education & Training	0	0	0%	0	0%	200	45
75	75	100%	78	96%	Employee Relations	555	1,175	47%	1,086	51%	1,745	813
4,320	4,471	97%	4,341	100%	Insurance Expense	21,602	22,355	97%	21,707	100%	53,652	51,887
443	40	1108%	0	0%	Member Relations	2,027	200	1013%	0	0%	480	2,027
73	30	244%	0	0%	Messenger Service - Fedex	73	150	49%	142	51%	360	207
0	0	0%	0	0%	Miscellaneous	20	0	0%	0	0%	0	20
1,500	2,360	64%	2,000	75%	O/S - Accounting	9,690	12,360	78%	12,000	81%	12,360	12,690
0	0	0%	0	0%	O/S - Legal	0	700	0%	720	0%	780	0
346	500	69%	450	77%	Payroll Processing Fee	2,540	2,950	86%	2,928	87%	6,450	5,552
158	100	158%	95	167%	Postage/Shipping	585	590	99%	571	102%	1,437	1,437
(20)	0	0%	(30)	67%	Tax/Licenses/Fees	0	0	0%	(150)	93%	0	(275)
1,059	0	0%	727	146%	Travel - Meals	1,992	0	0%	1,570	0%	0	2,461
1,007	1,000	101%	86	1171%	Travel - Other	1,785	5,000	36%	815	219%	12,000	8,322
0	0	0%	63	0%	Employee Meals	0	0	0%	113	0%	0	56
19,621	20,113	98%	18,585	106%	TOTAL OPERATING EXPENSES	94,057	103,555	91%	93,913	100%	226,888	208,355
(29,934)	(32,427)	92%	(29,164)	103%	EBITDA	(152,085)	(165,176)	92%	(151,478)	100%	(375,282)	(347,573)
5,944	5,884	101%	5,827	102%	Management Fee	29,718	29,420	101%	29,136	102%	70,608	70,508
5,944	5,884	101%	5,827	102%	Management Fees	29,718	29,420	101%	29,136	102%	70,608	70,508
23	23	101%	23	100%	Deprec - Mach & Equip	116	115	101%	116	100%	276	278
72	72	101%	72	100%	Deprec - Buildings	362	360	101%	362	100%	864	869
96	95	101%	96	100%	S/T DEPR. & AMORT	478	475	101%	478	100%	1,140	1,146
(35,973)	(38,406)	94%	(35,086)	103%	NET INCOME	(182,281)	(195,071)	93%	(181,091)	101%	(447,030)	(419,227)

The Golf Club at Cypress Head
Marketing
For the Five Months Ending February 28, 2019

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							
3,110	3,402	91%	3,148	99%	Gross Payroll - Salaried	17,089	17,010	100%	17,021	100%	40,824	41,902
3,110	3,402	91%	3,148	99%	S/T Wages	17,089	17,010	100%	17,021	100%	40,824	41,902
221	260	85%	147	150%	Payroll Tax - FICA	1,224	1,301	94%	1,154	106%	3,123	3,042
36	52	69%	37	99%	Payroll Tax - UC	73	116	63%	71	103%	220	90
55	63	87%	59	94%	Payroll Tax - WC	301	317	95%	326	92%	784	699
463	501	93%	463	100%	Benefits	2,512	2,503	100%	2,319	108%	6,100	5,580
776	877	89%	705	110%	S/T Adders	4,109	4,238	97%	3,870	106%	10,227	9,411
3,886	4,279	91%	3,853	101%	TOTAL PAYROLL	21,198	21,248	100%	20,890	101%	51,051	51,313
					OPERATING EXPENSES							
725	2,000	36%	1,465	49%	Advertising & Promotion	5,354	9,600	56%	8,000	67%	24,000	15,375
0	0	0%	0	0%	Miscellaneous	0	0	0%	(57)	0%	0	0
138	100	138%	0	0%	Travel - Other	138	500	28%	0	0%	1,200	138
0	0	0%	0	0%	Website Expenses	0	0	0%	0	0%	0	2,100
864	2,100	41%	1,465	59%	TOTAL OPERATING EXPENSES	5,492	10,100	54%	7,943	69%	25,200	17,613
(4,749)	(6,379)	74%	(5,318)	89%	EBITDA	(26,690)	(31,348)	85%	(28,834)	93%	(76,251)	(68,926)
(4,749)	(6,379)	74%	(5,318)	89%	NET INCOME	(26,690)	(31,348)	85%	(28,834)	93%	(76,251)	(68,926)

The Golf Club at Cypress Head
For the Five Months Ending February 28, 2019

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												
133,088	132,105	101%	141,741	94%	Green Fees & Cart Fees	501,963	530,137	95%	503,465	100%	1,193,457	1,109,955
5,115	6,200	82%	6,047	85%	Merchandise	25,926	27,000	96%	26,381	98%	66,700	68,451
1,240	1,250	99%	1,271	98%	Other Pro Shop	4,255	3,691	115%	3,353	127%	12,341	15,912
3,512	4,100	86%	3,861	91%	Range	14,256	16,900	84%	15,623	91%	41,000	33,519
0	0	0%	20,111	0%	Food and Beverage	0	0	0%	99,661	0%	0	21,793
3,802	4,400	86%	4,323	88%	Other Operating Revenues	15,468	16,700	93%	16,390	94%	39,300	35,892
0	0	0%	0	0%	Other G&A Income	472	0	0%	0	0%	0	472
146,757	148,055	99%	177,354	83%	TOTAL REVENUE	562,339	594,428	95%	664,873	85%	1,352,798	1,285,994
COST OF SALES												
3,449	3,720	93%	3,504	98%	Merchandise	15,960	16,200	99%	15,805	101%	40,020	41,428
0	0	0%	9,221	0%	Food & Beverage	0	0	0%	39,505	0%	0	16,067
3,449	3,720	93%	12,724	27%	TOTAL COGS	15,960	16,200	99%	55,310	29%	40,020	57,495
67.4%	60.0%	112.4%	57.9%	116.4%	COGS - Merchandise %	61.6%	60.0%	102.6%	59.9%	102.8%	60.0%	721.9%
0.0%	0.0%	0.0%	45.8%	0.0%	COGS - Food %	0.0%	0.0%	0.0%	39.7%	0.0%	0.0%	57.6%
PAYROLL												
22,720	32,557	70%	24,167	94%	Course and Grounds	121,115	169,684	71%	119,509	101%	410,798	288,019
7,664	7,338	104%	6,902	111%	Carts, Range, Starters, Etc.	36,806	39,495	93%	37,491	98%	95,625	85,475
4,090	4,687	87%	5,245	78%	Pro Shop	21,996	25,167	87%	18,663	118%	60,916	60,330
0	0	0%	12,125	0%	Food and Beverage	0	0	0%	67,163	0%	0	14,803
10,313	12,314	84%	10,579	97%	General and Administrative	58,499	61,621	95%	57,566	102%	148,394	139,690
3,886	4,279	91%	3,853	101%	Marketing	21,198	21,248	100%	20,890	101%	51,051	51,313
48,673	61,174	80%	62,871	77%	TOTAL PAYROLL	259,615	317,216	82%	321,282	81%	766,784	639,631
OPERATING EXPENSES												
19,476	19,885	98%	18,830	103%	Course and Grounds	81,233	89,478	91%	75,094	108%	260,225	214,196
8,223	6,386	129%	6,541	126%	Carts, Range, Starters, Etc.	38,150	33,318	115%	34,574	110%	80,417	85,613
750	255	294%	0	0%	Pro Shop	1,287	1,215	106%	59	2166%	6,900	7,587
0	0	0%	2,680	0%	Food and Beverage	0	0	0%	16,504	0%	0	1,380
19,621	20,113	98%	18,585	106%	General and Administrative	94,057	103,555	91%	93,913	100%	226,888	208,355
864	2,100	41%	1,465	59%	Marketing	5,492	10,100	54%	7,943	69%	25,200	17,613
48,933	48,738	100%	48,101	102%	TOTAL OPERATING EXPENSES	220,220	237,666	93%	228,087	97%	599,630	534,744
101,055	113,632	89%	123,696	82%	TOTAL EXPENSES	495,795	571,082	87%	604,680	82%	1,406,434	1,231,870
45,702	34,423	133%	53,658	85%	EBITDA	66,544	23,346	285%	60,193	111%	(53,636)	54,124

The Golf Club at Cypress Head
For the Five Months Ending February 28, 2019

MTD Actual	MTD Budget	% of Budget	MTD Prior Year	% of PY		YTD Actual	YTD Budget	% of Budget	YTD Prior Year	% of PY	Annual Budget	
45,702	34,423	133%	53,658	85%	EBITDA	66,544	23,346	285%	60,193	111%	(53,636)	54,124
(5,944)	(5,884)	101%	(6,684)	89%	MANAGEMENT FEES	(29,718)	(29,420)	101%	(33,420)	89%	(70,608)	(71,365)
(96)	(95)	101%	(96)	100%	OTHER INCOME (EXPENSE)	(478)	(475)	101%	(478)	100%	(1,140)	(1,146)
(96)	(95)	101%	(96)	100%	Depreciation & Amortization	(478)	(475)	101%	(478)	100%	(1,140)	(1,146)
39,663	28,444	139%	46,879	85%	TOTAL OTHER INCOME (EXPENSE)	36,348	(6,549)	-555%	26,295	138%	(125,384)	(18,387)
					NET INCOME							
3,918	3,514	111%	4,237	92%	Paid Rounds	15,654	15,622	100%	15,629	100%	38,434	35,608
487	809	60%	936	52%	Annual Pass Rounds	2,152	3,949	54%	3,219	67%	8,541	5,832
230	100	230%	225	102%	Other Rounds	1,097	596	184%	1,114	98%	1,594	2,573
4,635	4,423	105%	5,398	86%	Total Rounds	18,903	20,167	94%	19,962	95%	48,569	44,013
37	42	89%	42	89%	Revenue/Paid Rounds	36	38	94%	43	84%	35	429
32	33	95%	33	96%	Revenue/Total Rounds	30	29	101%	33	89%	28	345

The Golf Club at Cypress Head

General Ledger

Ranges: From: To:

Date: 2/1/2019

Account: First

2/28/2019 Last

Sorted By: Account

Include: Posting, Unit

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

Inactive	Account	Description	Beginning Balance	Debit	Credit	Net Change	Ending Balance
	10020-5950-900	Cash - Course Depository NEW	\$131,731.72	\$140,454.54	\$102,014.70	\$38,439.84	\$170,171.56
	10050-5950-900	Cash - Course Payroll BMO	\$29,127.80	\$39,521.22	\$40,065.06	(\$543.84)	\$28,583.96
	10100-5950-900	Cash - Course Other	\$850.00	\$0.00	\$0.00	\$0.00	\$850.00
	10180-5950-900	Cash - Pro Shop Bank	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
	11160-5950-900	A/R Member	\$460.02	\$3,619.19	\$2,371.19	\$1,248.00	\$1,708.02
	12000-5950-900	Inventory - Merchandise	\$18,788.44	\$10,185.27	\$3,630.32	\$6,554.95	\$25,343.39
	13020-5950-900	Prepaid Insurance	\$12,223.10	\$0.00	\$4,320.44	(\$4,320.44)	\$7,902.66
	13040-5950-900	Prepaid Exp - Other	\$1,131.81	\$13,841.88	\$262.28	\$13,579.60	\$14,711.41
	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	(\$3,699.66)	\$0.00	\$23.12	(\$23.12)	(\$3,722.78)
	22080-5950-900	Accum. Deprec - Buildings	(\$23,211.67)	\$0.00	\$72.41	(\$72.41)	(\$23,284.08)
	30000-5950-900	Accts Pay - Trade	(\$19,014.84)	\$86,916.89	\$115,231.95	(\$28,315.06)	(\$47,329.90)
	30040-5950-900	Accts Pay - Other	(\$22,986.81)	\$11,966.51	\$11,963.14	\$3.37	(\$22,983.44)
	31000-5950-900	Accrued Expenses	(\$630.00)	\$630.00	\$600.00	\$30.00	(\$600.00)
	31020-5950-900	Accrued Payroll	(\$26,768.29)	\$16,509.63	\$16,996.87	(\$487.24)	(\$27,255.53)
	31080-5950-900	Accrued Tips Payable	(\$58.00)	\$160.00	\$99.00	\$61.00	\$3.00
	31220-5950-900	Accrued Sales Tax	(\$7,424.05)	\$7,424.05	\$8,572.58	(\$1,148.53)	(\$8,572.58)
	31400-5950-900	Accrued City Surcharge	\$0.00	\$3,802.30	\$3,802.30	\$0.00	\$0.00
	32000-5950-900	Deferred Rev - Rainchecks	(\$1,478.99)	\$935.19	\$637.72	\$297.47	(\$1,181.52)
	32020-5950-900	Deferred Rev - Outing Deposits	(\$1,768.61)	\$399.00	\$2,167.53	(\$1,768.53)	(\$3,537.14)
	32040-5950-900	Deferred Rev - Legacy GF Passes	(\$29,838.46)	\$3,729.81	\$0.00	\$3,729.81	(\$26,108.65)
	32050-5950-900	Deferred Revenue - Cypress GF Passes	(\$21,536.86)	\$2,692.11	\$0.00	\$2,692.11	(\$18,844.75)
	32060-5950-900	Deferred Rev - Gift Certificates	(\$125.14)	\$0.00	\$0.00	\$0.00	(\$125.14)
	32070-5950-900	Deferred Rev - Gift Cards	(\$24,917.24)	\$1,849.71	\$31.09	\$1,818.62	(\$23,098.62)
	32100-5950-900	Deferred Rev - Credit Books	(\$13,166.39)	\$866.67	\$1,241.12	(\$374.45)	(\$13,540.84)
	32120-5950-900	Deferred Rev - Trail Fee Pass	(\$65,240.00)	\$8,155.00	\$0.00	\$8,155.00	(\$57,085.00)
	32220-5950-900	Deferred Rev - Founders Pass	(\$852.06)	\$106.51	\$0.00	\$106.51	(\$745.55)
	49020-5950-900	Retained Earnings - Current	\$28,442.07	\$0.00	\$0.00	\$0.00	\$28,442.07
	50000-5950-100	Green Fees - Annual Pass	(\$25,441.03)	\$0.00	\$6,528.43	(\$6,528.43)	(\$31,969.46)
	50040-5950-100	Green Fees - Member	(\$192,089.39)	\$0.00	\$72,620.39	(\$72,620.39)	(\$264,709.78)
	50070-5950-100	Green Fees - (surcharge)	(\$11,665.40)	\$3,802.30	\$7,604.60	(\$3,802.30)	(\$15,467.70)
	50500-5950-200	Cart Fee 18	(\$108,319.01)	\$0.00	\$41,981.81	(\$41,981.81)	(\$150,300.82)
	50520-5950-200	Cart Fee - Annual Trail	(\$31,360.00)	\$0.00	\$8,155.00	(\$8,155.00)	(\$39,515.00)
	52090-5950-600	Handicap Fee	(\$750.00)	\$0.00	\$140.00	(\$140.00)	(\$890.00)
	52150-5950-600	Lessons	(\$1,355.00)	\$0.00	\$840.00	(\$840.00)	(\$2,195.00)
	52280-5950-600	Rental Clubs	(\$910.00)	\$0.00	\$260.00	(\$260.00)	(\$1,170.00)
	52310-5950-600	Retail	(\$20,811.06)	\$0.00	\$5,114.85	(\$5,114.85)	(\$25,925.91)
	53050-5950-220	Range Pass Revenue	(\$10,744.20)	\$0.00	\$3,511.84	(\$3,511.84)	(\$14,256.04)
	56120-5950-100	City Surcharge R & R	(\$11,665.40)	\$0.00	\$3,802.30	(\$3,802.30)	(\$15,467.70)
	59010-5950-900	Miscellaneous G&A	(\$472.00)	\$0.00	\$0.00	\$0.00	(\$472.00)
	60000-5950-600	COGS - Merchandise - Accessories	\$12,510.70	\$3,449.32	\$0.00	\$3,449.32	\$15,960.02
	70000-5950-100	Gross Payroll - Salaried	\$28,829.70	\$8,978.02	\$2,598.91	\$6,379.11	\$35,208.81
	70000-5950-900	Gross Payroll - Salaried	\$32,545.37	\$10,139.88	\$2,886.60	\$7,253.28	\$39,798.65
	70000-5950-950	Gross Payroll - Salaried	\$13,979.05	\$4,252.56	\$1,142.92	\$3,109.64	\$17,088.69
	70010-5950-100	Gross Payroll - Hourly	\$51,711.37	\$16,363.82	\$4,256.19	\$12,107.63	\$63,819.00
	70010-5950-200	Gross Payroll - Hourly	\$26,362.60	\$8,919.89	\$1,987.96	\$6,931.93	\$33,294.53
	70010-5950-600	Gross Payroll - Hourly	\$16,316.63	\$5,446.66	\$1,752.89	\$3,693.77	\$20,010.40
	70010-5950-900	Gross Payroll - Hourly	\$3,735.80	\$1,555.79	\$1,220.37	\$335.42	\$4,071.22
	71000-5950-100	Payroll Tax - FICA	\$5,690.33	\$1,820.88	\$524.41	\$1,296.47	\$6,986.80
	71000-5950-200	Payroll Tax - FICA	\$2,081.07	\$689.43	\$152.08	\$537.35	\$2,618.42
	71000-5950-600	Payroll Tax - FICA	\$1,263.58	\$421.07	\$134.10	\$286.97	\$1,550.55
	71000-5950-900	Payroll Tax - FICA	\$2,441.23	\$811.12	\$275.21	\$535.91	\$2,977.14
	71000-5950-950	Payroll Tax - FICA	\$1,002.44	\$308.58	\$87.43	\$221.15	\$1,223.59
	71010-5950-100	Payroll Tax - UC	\$241.86	\$194.87	\$0.00	\$194.87	\$436.73
	71010-5950-200	Payroll Tax - UC	\$211.25	\$77.34	\$0.00	\$77.34	\$288.59
	71010-5950-600	Payroll Tax - UC	\$34.61	\$47.29	\$0.00	\$47.29	\$81.90

TRIAL BALANCE SUMMARY FOR 2018

The Golf Club at Cypress Head

Inactive	Account	Description	Beginning Balance	Debit	Credit	Net Change	Ending Balance
	71010-5950-900	Payroll Tax - UC	\$59.01	\$52.58	\$0.00	\$52.58	\$111.59
	71010-5950-950	Payroll Tax - UC		\$36.85	\$0.00	\$36.24	\$73.09
	71020-5950-100	Payroll Tax - WC	\$1,377.13	\$280.49	\$0.00	\$280.49	\$1,657.62
	71020-5950-200	Payroll Tax - WC	\$470.15	\$108.49	\$0.00	\$108.49	\$578.64
	71020-5950-600	Payroll Tax - WC	\$291.54	\$61.82	\$0.00	\$61.82	\$353.36
	71020-5950-900	Payroll Tax - WC	\$633.86	\$149.62	\$0.00	\$149.62	\$783.48
	71020-5950-950	Payroll Tax - WC	\$245.47	\$55.36	\$0.00	\$55.36	\$300.83
	71030-5950-100	Benefits	\$10,544.93	\$4,657.42	\$2,196.26	\$2,461.16	\$13,006.09
	71030-5950-200	Benefits	\$17.23	\$51.70	\$42.69	\$9.01	\$26.24
	71030-5950-900	Benefits	\$8,770.91	\$3,240.85	\$1,254.46	\$1,986.39	\$10,757.30
	71030-5950-950	Benefits	\$2,048.49	\$842.90	\$379.52	\$463.38	\$2,511.87
	80110-5950-200	Cart Supplies	\$470.80	\$25.74	\$0.00	\$25.74	\$496.54
	80120-5950-100	Chemicals	\$664.00	\$151.71	\$0.00	\$151.71	\$815.71
	80170-5950-100	Course Accessories	\$1,280.67	\$0.00	\$0.00	\$0.00	\$1,280.67
	80230-5950-100	Fertilizer	\$7,977.32	\$5,050.00	\$262.08	\$4,787.92	\$12,765.24
	80270-5950-100	Fuel	\$3,970.96	\$1,063.37	\$0.00	\$1,063.37	\$5,034.33
	80280-5950-100	Fungicides	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00
	80320-5950-100	Herbicides	\$1,955.58	\$3,129.27	\$0.00	\$3,129.27	\$5,084.85
	80370-5950-100	Insecticides	\$652.78	\$0.00	\$0.00	\$0.00	\$652.78
	80380-5950-900	Janitorial Supplies	\$1,822.40	\$662.71	\$0.00	\$662.71	\$2,485.11
	80420-5950-900	Laundry/Uniforms	\$492.11	\$0.00	\$0.00	\$0.00	\$492.11
	80520-5950-600	Office Supplies	\$109.66	\$70.23	\$0.00	\$70.23	\$179.89
	80520-5950-900	Office Supplies	\$1,124.40	\$277.98	\$0.00	\$277.98	\$1,402.38
	80610-5950-220	Range Balls	\$1,325.00	\$0.00	\$0.00	\$0.00	\$1,325.00
	80620-5950-220	Range Equipment	\$331.13	\$1,012.94	\$0.00	\$1,012.94	\$1,344.07
	80690-5950-100	Sand/Topdress	\$1,078.57	\$0.00	\$0.00	\$0.00	\$1,078.57
	80710-5950-100	Seeds/Trees	\$7,895.00	\$0.00	\$0.00	\$0.00	\$7,895.00
	80710-5950-150	Seeds/Trees	\$0.00	\$1,650.00	\$0.00	\$1,650.00	\$1,650.00
	80730-5950-100	Small Tools	\$91.06	\$0.00	\$0.00	\$0.00	\$91.06
	80780-5950-600	Supplies	\$0.00	\$679.88	\$0.00	\$679.88	\$679.88
	80810-5950-600	Tournament Expense	\$48.02	\$0.00	\$0.00	\$0.00	\$48.02
	81010-5950-900	Alarm System	\$1,403.17	\$262.28	\$0.00	\$262.28	\$1,665.45
	81090-5950-200	Cart Repairs	\$140.50	\$0.00	\$0.00	\$0.00	\$140.50
	81140-5950-900	Contract Cleaning	\$3,248.00	\$812.00	\$0.00	\$812.00	\$4,060.00
	81200-5950-900	Guest Relations	\$54.00	\$0.00	\$0.00	\$0.00	\$54.00
	81220-5950-600	Handicap Expense	\$149.50	\$3,731.00	\$3,731.00	\$0.00	\$149.50
	81250-5950-100	Irrigation	\$1,187.25	\$2.22	\$0.00	\$2.22	\$1,189.47
	81350-5950-100	Repair & Maint - Equipment	\$4,392.45	\$1,835.71	\$0.00	\$1,835.71	\$6,228.16
	81350-5950-220	Repair & Maint - Equipment	\$20.86	\$0.00	\$0.00	\$0.00	\$20.86
	81350-5950-900	Repair & Maint - Equipment	\$1,065.37	\$0.00	\$0.00	\$0.00	\$1,065.37
	81360-5950-600	Repair & Maint - Building	\$230.04	\$0.00	\$0.00	\$0.00	\$230.04
	81360-5950-900	Repair & Maint - Building	\$1,285.37	\$0.00	\$0.00	\$0.00	\$1,285.37
	82000-5950-200	Cart Lease	\$24,049.17	\$6,224.50	\$0.00	\$6,224.50	\$30,273.67
	82020-5950-100	Equipment Lease	\$22,271.51	\$5,355.67	\$0.00	\$5,355.67	\$27,627.18
	82060-5950-900	Off-Site Storage	\$704.00	\$176.00	\$0.00	\$176.00	\$880.00
	83000-5950-100	Utilities - Electric	\$881.33	\$183.37	\$0.00	\$183.37	\$1,064.70
	83000-5950-200	Utilities - Electric	\$3,589.56	\$960.03	\$0.00	\$960.03	\$4,549.59
	83020-5950-100	Utilities - Other	\$5,799.48	\$905.61	\$0.00	\$905.61	\$6,705.09
	83020-5950-900	Utilities - Other	\$7,866.18	\$1,724.91	\$0.00	\$1,724.91	\$9,591.09
	83030-5950-100	Utilities - Telephone/Fax	\$417.70	\$140.39	\$0.00	\$140.39	\$558.09
	83030-5950-900	Utilities - Telephone/Fax	\$737.00	\$313.05	\$150.00	\$163.05	\$900.05
	83050-5950-100	Utilties - Water	\$888.37	\$212.24	\$0.00	\$212.24	\$1,100.61
	84040-5950-950	Adv/Promo - Mktg/Bus Dev	\$4,628.62	\$725.14	\$0.00	\$725.14	\$5,353.76
	85020-5950-900	Bank Charges	\$3,117.09	\$293.46	\$0.00	\$293.46	\$3,410.55
	85050-5950-900	Cash Short/(Over)	(\$317.65)	\$125.76	\$45.93	\$79.83	(\$237.82)
	85060-5950-900	Cell Phone	\$700.00	\$200.00	\$0.00	\$200.00	\$900.00
	85070-5950-900	City Surcharge R & R	\$11,665.40	\$3,802.30	\$0.00	\$3,802.30	\$15,467.70
	85120-5950-900	Credit Card Discounts	\$7,474.38	\$2,208.37	\$0.00	\$2,208.37	\$9,682.75
	85140-5950-900	Donations	(\$130.00)	\$0.00	\$5.00	(\$5.00)	(\$135.00)
	85150-5950-900	Dues & Subscriptions	\$357.83	\$0.00	\$0.00	\$0.00	\$357.83
	85190-5950-900	Employee Relations	\$480.05	\$474.00	\$399.00	\$75.00	\$555.05
	85200-5950-100	Employee Testing	\$87.00	\$0.00	\$0.00	\$0.00	\$87.00
	85280-5950-900	Insurance Expense	\$17,281.76	\$4,320.44	\$0.00	\$4,320.44	\$21,602.20

TRIAL BALANCE SUMMARY FOR 2018
The Golf Club at Cypress Head

Inactive	Account	Description	Beginning Balance	Debit	Credit	Net Change	Ending Balance
	85320-5950-900	Member Relations	\$1,583.37	\$443.23	\$0.00	\$443.23	\$2,026.60
	85330-5950-900	Messenger Service - Fedex	\$0.00	\$73.13	\$0.00	\$73.13	\$73.13
	85340-5950-900	Miscellaneous	\$20.09	\$0.00	\$0.00	\$0.00	\$20.09
	85390-5950-900	O/S - Accounting	\$8,190.34	\$1,500.00	\$0.00	\$1,500.00	\$9,690.34
	85480-5950-900	Payroll Processing Fee	\$2,193.96	\$826.32	\$480.00	\$346.32	\$2,540.28
	85490-5950-900	Postage/Shipping	\$426.91	\$158.41	\$0.00	\$158.41	\$585.32
	85610-5950-900	Tax/Licenses/Fees	(\$120.00)	\$10.04	\$30.00	(\$19.96)	(\$139.96)
	85710-5950-900	Travel - Meals	\$933.14	\$1,059.05	\$0.00	\$1,059.05	\$1,992.19
	85720-5950-100	Travel - Other	\$66.17	\$58.07	\$0.00	\$58.07	\$124.24
	85720-5950-900	Travel - Other	\$778.01	\$1,007.11	\$0.00	\$1,007.11	\$1,785.12
	85720-5950-950	Travel - Other	\$0.00	\$138.45	\$0.00	\$138.45	\$138.45
	90000-5950-900	Management Fee	\$23,774.64	\$11,887.32	\$5,943.66	\$5,943.66	\$29,718.30
	98020-5950-900	Deprec - Mach & Equip	\$92.48	\$23.12	\$0.00	\$23.12	\$115.60
	98040-5950-900	Deprec - Buildings	\$289.64	\$72.41	\$0.00	\$72.41	\$362.05
	RCMWD-5950-100	Rounds - Complimentary - Weekday	13,471.00	94.00	0.00	94.00	13,565.00
	REMWD-5950-100	Rounds - Employee - Weekday	19,411.00	136.00	0.00	136.00	19,547.00
	RMBWD-5950-100	Rounds - Member - Weekday	73,363.00	487.00	0.00	487.00	73,850.00
	RPKWD-5950-100	Rounds - Peak - Weekday	386,364.00	3,918.00	0.00	3,918.00	390,282.00
	RPKWE-5950-100	Rounds - Peak - Weekend	5,071.00	0.00	0.00	0.00	5,071.00
Grand Totals:			139	\$0.00	\$496,600.71	\$496,600.71	\$0.00

RESOLUTION NO. 92-32

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORT ORANGE, VOLUSIA COUNTY, FLORIDA, ESTABLISHING RULES AND REGULATIONS RELATING TO MUNICIPAL GOLF COURSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Port Orange has approved Ordinance No. 1991-27, which provides for the establishment of policies, rules and regulations governing the use of the municipal golf course; and

WHEREAS, Ordinance No. 1991-27 authorizes golf course rules and regulations to be established by resolution of the City Council; and

WHEREAS, the City of Port Orange Golf Course Committee and Parks and Recreation Director have reviewed and recommended approval of the golf course rules and regulations proposed in this resolution.

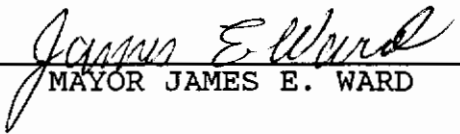
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PORT ORANGE, VOLUSIA COUNTY, FLORIDA:

Section 1. Pursuant to Section 14-41 of the Code of Ordinances, City of Port Orange, Florida, the rules and regulations set forth on Exhibit A, attached hereto and incorporated herein by

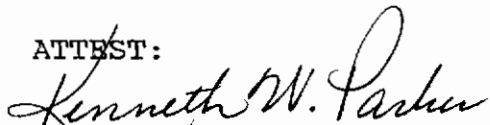
(RES. NO. 92-32)

reference, are established for use of the municipal golf course.

Section 2. This resolution shall become effective immediately upon adoption.


MAYOR JAMES E. WARD

ATTEST:


Kenneth W. Parker, City Manager

Adopted on the 23RD day of JUNE, 1992.

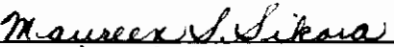
Reviewed and Approved: 
City Attorney

Exhibit A

CITY OF PORT ORANGE

GOLF COURSE RULES AND REGULATIONS

As used in these Rules and Regulations, the term Operator refers to the person or legal entity responsible for the operation, management, maintenance and supervision of the municipal golf course pursuant to written agreement with the City of Port Orange. The Operator may designate officers, employees, representatives and agents to implement its responsibilities set forth in these Rules and Regulations.

GENERAL RULES

1. The golf course and its facilities shall be open on the days and during the hours as may be established from time to time by the Operator.
2. Plans or dates for dining room activities must be approved in advance by the Operator.
3. Performances by entertainers will be permitted on the property of the golf course only with the permission of the Operator.
4. Alcoholic beverages will be served, sold and consumed on the golf course premises only during hours permitted by law. Alcoholic beverages will be sold or served to persons permitted to purchase the same under the laws of the State of Florida.
5. Except as permitted by the Operator, no commercial advertisements shall be posted or circulated on the golf course nor shall business of any kind be solicited or transacted on the property of the golf course or upon golf course stationery.
6. Except as provided by the constitution and laws of the United States of America and the State of Florida or as permitted by the Operator, no petition shall be originated, solicited or posted within the clubhouse or on any other property of the golf course.
7. The golf course and its facilities shall not be used for functions of fund-raising efforts for the benefit of a political cause, except as permitted by City of Port Orange ordinances, rules and regulations.
8. Outside catering will not be provided by the golf course unless otherwise approved by the Operator.
9. Players and guests must not request special personal services

from the employees at the golf course who are not on duty.

10. Players and guests must not request staff to use the Operator's copying machine for personal purposes.
11. Dogs or pets are not permitted on the golf course premises, except as provided by federal, state and local laws and ordinances or under special circumstances when authorized by the Operator.
12. Any complaints, criticisms or suggestions of any kind relating to any of the operations of the golf course are requested in writing, signed and addressed to the Operator.
13. It is unbecoming for any player or guest to abuse any of the golf course employees, verbally or otherwise. All employees at the golf course are under the ultimate supervision of the Operator, and no player or guest shall reprimand or discipline any employee or send any employee off the premises of the golf course for any reason. Any employee not rendering courteous and prompt service should be reported to the Operator immediately.
14. The roster or list of players at the golf course shall be maintained in compliance with federal, state and local laws and ordinances.
15. Violation of any of these rules or destruction of golf course property will subject a person to disciplinary action in accordance with these rules and regulations. (See Disciplinary Action)
16. The City Council may, by resolution, amend or modify these rules and regulations.
17. All rules and regulations contained herein shall be subject to and controlled by the applicable provisions of the Charter and ordinances of the City of Port Orange.
18. Children eighteen (18) years of age and under and full-time students are eligible to purchase a junior membership.
19. Golf course property is not provided for hunting, fishing or sightseeing. Golf course property is for golf, dining and other municipal purposes.

IDENTIFICATION CARDS

1. A card indicating the type of privileges and the expiration date will be issued to an individual upon payment of the appropriate fees. Cards are not transferrable. Presentation of the card is required prior to use of the facilities of the

golf course.

2. It is the practice of the Operator not to mail cards. Each person's card will be secured in the golf course office until personal collection thereof can be made by the resident.
3. A card can be used only by the person or persons to whom it is issued.
4. In the event of a lost or stolen card, the Operator must be notified immediately. Should prompt notification of card loss or theft not be received, the individual shall be responsible for play on his or her card. For each new card replaced, a service charge will be imposed.
5. There will be no golf course charge privileges at the golf course.

DISCIPLINARY ACTION

1. The following activities shall constitute grounds for disciplinary action:
 - a. Failing to meet eligibility for the privileges applied for.
 - b. Submitting false information on the application.
 - c. Permitting a card to be used by another person.
 - d. Exhibiting unsatisfactory behavior, conduct or appearance.
 - e. Failing to abide by these rules and regulations for use of the facilities of the golf course.
 - f. Treating the personnel or employees at the golf course in an unacceptable manner.
2. Violations will be handled as follows:
 - a. Minor Offense:

A verbal warning will be given to the individual(s) and names and addresses will be taken for the permanent file.
 - b. Intermediate Offense:

The individual(s) will be requested to leave the facility. Names and addresses will be taken and the individual(s) will be suspended from the use of the facilities for a period of thirty (30) days upon the

recommendation of the Operator of the golf course and approval of the City's Director of Parks and Recreation.

c. Major Offense:

All privileges concerning the use of any part of the golf course facilities will be revoked for a period of one (1) year upon written notice of such revocation from the City's Director of Parks and Recreation.

3. In any disciplinary case, the Operator of the golf course shall notify the City's Director of Parks and Recreation. An incident report fully describing the nature and the extent of each infraction shall be filed immediately following the infraction. An investigation of the charges shall precede the notification from the Director of Parks and Recreation.

LOSS OR DESTRUCTION OF PROPERTY OR INSTANCES OF PERSONAL INJURY

1. Each person, as a condition of admittance, and each guest, as a condition of access to the premises of the golf course, assumes sole responsibility for his or her personal property. The City or Operator shall not be responsible for any loss or damage to any private property used or stored on the premises of the golf course, whether in lockers or elsewhere.
2. The removal from the room in which it is placed, or from the golf course premises, of any property or furniture belonging to the City or Operator without proper authorization is not permitted. Each person at the golf course shall be liable for any property damage he or she causes.
3. Any person, guest or other person who, in any manner makes use of or accepts the use of any apparatus, appliance, facility, privilege or service whatsoever owned, leased or operated by the golf course, or who engages in any contest, game, function, exercise, competition or any other activity operated, organized, arranged, or sponsored by the golf course, either on or off the golf course premises, shall do so at his or her own risk. Anyone using the facilities at the golf course shall hold the Operator and the City of Port Orange, its officers, employees, representatives and agents, harmless from any and all loss, cost, claim, injury, death, damage or liability sustained or incurred by him or her, resulting therefrom, and/or from any act or omission of any officer, employee, representative or agent of the Operator and the City.

CHILDREN

Children under twelve (12) years of age are not permitted in the clubhouse unless accompanied and supervised by an adult. Children

under the applicable drinking age are not permitted at the bar.

MAILING ADDRESS

Each pass holder shall be responsible for filing with the Operator in writing, preferably on a form provided, his or her mailing address and any changes thereto, to which the player wishes all notices and invoices of the golf course be sent. A pass holder shall be deemed to have received all mailings from the golf course ten (10) days after they have been mailed to the address on file with the Operator.

GOLF RULES

1. All players and guests must register in the pro shop before beginning play.
2. "Cutting-in" is not permitted at any time. All players must check in with the starter. Players are not permitted to start play from residences.
3. In order to maintain a first-class golf course, practice is not permitted on the golf course.
4. If a match fails to keep its place on the course and more than one (1) clear hole on the players ahead, it must allow the following match to play through.
5. All players who stop after playing nine (9) holes for any reason must occupy the next tee before the following players arrive at the tee or they will lose their position on the golf course.
6. All tournament play must be approved in advance by the Operator.
7. A pass holder may make no more than two (2) starting times on the golf course per day unless other arrangements have been made with the pro shop.
8. Golf rangers may be on duty to help regulate play and enforce golf cart regulations. The golf rangers have full authority on the golf course to enforce all rules and speed of play.
9. Each player must have his or her own set of golf clubs.
10. Appropriate golf attire is required for all players. (See Dress Code)
11. Ride/Walk Policy: Residents of Port Orange and their guests may walk at any time on weekdays from May 1 through November 30, or after 1:00 pm on weekdays from December 1 through April

30. No walking on weekends and holidays is permitted prior to 1:00 pm year-round. Non-residents must take a cart.
12. If lightning is in the immediate area, all play must cease.
13. All golf balls hit into the lakes which are not immediately retrieved by the players shall be deemed abandoned and shall become the sole property of the golf course. No person shall be allowed to take such balls from the lakes without express permission of the Operator. Only single ball retrievers are allowed on the golf course.
14. The City Council may, by resolution, establish rules governing access and starting times with respect to the golf course.

GOLF STARTING TIMES

1. The pro shop will assign the starting time depending on availability.
2. All pass or card holders may call the pro shop at the posted opening hour up to seven (7) days in advance to reserve a tee time. All other persons may only make bookings three (3) days in advance unless otherwise allowed by the Operator.
3. Groups other than foursomes may play at the discretion of the pro shop if space is available. Singles, twosomes and threesomes should not expect to play through foursomes and should not exert any pressure on the groups ahead.
4. Twosomes and singles will be grouped with other players, if available, and at starting times determined by the pro shop, if necessary.
5. Starting time changes must be approved by the pro shop.
6. Failure to check in and register ten (10) minutes prior to a reserved starting time may cause cancellation or setback.
7. Groups of five (5) or more players will not be allowed on the golf course at any time without permission of the pro shop.
8. Please notify the pro shop of any cancellation as soon as possible.

RAIN-CHECK POLICY

When rain causes termination of play:

1. A credit for that day's greens fees and golf cart fees will be prorated by the number of holes played.

2. It will be the sole responsibility of the player to apply for a rain-check from the pro shop on the day of play.
3. Rain-checks will be given based on the following policy: If it is raining when players check in there will be no credit given. No rain-checks will be issued on twilight fees. In all other cases, the following will apply:
 - a. Less than 6 holes played - full 18 hole check issued.
 - b. 7 to 15 holes played - 9 hole check issued.
 - c. Over 15 holes played - no credit extended.

DRIVING RANGE

1. The driving range is open during normal operating hours as may be posted from time to time in the pro shop. At times to be posted in the pro shop, the driving range will be closed for general maintenance.
2. Range balls are for use on the driving range only. Range balls are not permitted to be used on the golf course.
3. Golf carts are not permitted on any tee or green area. Parking of golf carts is allowed in designated areas only.
4. Balls must be hit from designated areas only. No hitting is permitted from the rough or sides of the driving range.
5. Proper golf attire is required at all times on the driving range. (See Dress Code)

GOLF CART RULES

1. Golf carts shall not be used by a player or a guest on the property of the golf course without proper assignment and registration in the pro shop.
2. Each operator of a golf cart must be at least sixteen (16) years of age and have a valid driver's license.
3. Golf carts are not to be used off the golf course.
4. No more than two (2) adults and two (2) sets of golf clubs per golf cart are permitted unless specialized carts are available.
5. Obey all golf cart traffic signs.
6. Always use golf cart paths where provided, especially near trees and greens. Carts are required to remain on golf cart paths at all times on Par 3 holes.

7. Except on golf cart paths, do not drive a golf cart within thirty (30) feet of a green or a tee.
8. Never drive a golf cart through a hazard or onto or across private property adjoining the golf course.
9. Be careful to avoid soft areas on fairways, especially after rains. Use the roughs whenever possible.
10. Do not drive golf carts under low-hanging branches of trees.
11. Replace rakes on the golf carts.
12. Operation of a golf cart is at the risk of the player. Cost of repair to a golf cart which is damaged by a player will be charged to the player.
13. When the "carts on path only" or "90 degree rule" signs are posted they must be strictly followed.
14. "Course closed" or "hole closed" signs are to be adhered to without exception.
15. Golf carts shall be driven on the golf course only when the course is open for play.
16. Players using a golf cart will be held fully responsible for any and all damages, including damages to the golf cart, that are caused by misuse of the golf cart by the players or their guests, and the players shall reimburse the City and/or the Operator for any and all damages the golf course may sustain by reason of misuse.
17. Privately owned golf carts shall be permitted on the golf course with proper stickers affixed to the carts.
18. Violations of the golf cart rules may result in disciplinary action in accordance with these rules and regulations. (See Disciplinary Action)

HANDICAPS

1. Handicaps are computed under the supervision of the Operator in accordance with the current USGA Handicap System.
2. Accurate records are to be kept of scores turned in and recorded for all full rounds played. The Operator will determine if there are violations by players in turning in their scores.

3. Scorecards will be turned in at designated places in the clubhouse and entered into the system by players of the golf shop staff.

GOLF COURSE ETIQUETTE

1. Do not waste time. Anticipate the club or clubs you may need and go directly to your ball. Always be near your ball to play promptly when it is your turn. If a player is delayed in making his shot, it would be courteous for such player to indicate to another player to play, which should not be deemed playing out of turn.
2. The time required to hole out around the green is a chief cause of slow play. Study and clear the line of your putt while others are doing the same.
3. Be social but reserve your extended conversations for the nineteenth hole.
4. When approaching a green, drive your golf cart to the side or the rear of the green on the best direct path to the next tee. This can save about one-half hour per round. Never leave the golf cart in front of the green where you will have to go back to get it, while the following players wait for you to get out of the way.
5. When play of a hole is completed, leave the green promptly and proceed to the next tee without delay. Do the scoring for the completed hole while the others in your group are playing from the next tee.
6. If you are not holding your place on the course (See Golf Rules Number 4), allow the players behind to play through. Do the same if you stop to search for a lost ball.
7. Repair your ball marks on the green.
8. Carefully rake sand traps after use.
9. The golf rangers will report slow play and all breaches of golf etiquette to the pro shop.

DRESS CODE

1. Definitions: For the purpose of these rules, the following words shall mean:
 - a. Player - any person utilizing the golf course for playing golf, practicing or spectating.

- b. Tee shirt - any shirt not having a collar regardless of logo or embroidery.
 - c. Cutoffs - any pants not hemmed.
 - d. Tank top - any sleeveless shirt, whether sleeves are absent by design or removed by patron.
 - e. Halter top - any blouse secured by straps tied behind the neck and back which leaves the back exposed.
 - f. Athletic shorts - any shorts designed for specific sporting activities other than golf.
 - g. Fishnet tops - any shirt or blouse made of loosely woven see-through material.
2. The following clothing is deemed appropriate:
- a. Men: Shirts with sleeves and slacks or bermuda shorts.
 - b. Women: Dresses, skirts, slacks, mid-length shorts and blouses.
 - c. Shoes: Golf shoes on the golf course. Tennis and other soft-sole shoes are subject to approval by the Operator.
3. The following clothing is not permitted:
- a. Men: Tank tops, fishnet tops, cut-offs, sweat pants, bathing suits, tennis shorts, short shorts, or other athletic shorts.
 - b. Women: Halter tops, fishnet tops, tennis dresses, athletic shorts, cut-offs, or short shorts.
4. There are no exceptions to this dress code for players using the golf course or driving range. Persons exclusively using clubhouse facilities are not covered by this dress code.
5. Because of the diverse nature of womens' clothing, women will be given the benefit of the doubt unless obvious violations are present.
6. The Operator will be responsible for enforcement of this dress code. Improperly dressed players will be asked to change before playing.