



REGULAR CITY COUNCIL MEETING

6:30 PM – COUNCIL CHAMBERS – CITY HALL

MAY 5, 2020

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. Invocation by Pastor Ken Sharp of High Point Pentecostal Church
2. Pledge of Allegiance
3. Roll Call

B. CONSENT AGENDA

4. Public Comments on Consent Agenda Items Only
5. Agenda Approval
6. Approval of Minutes
 - a. April 21, 2020 - Regular City Council Meeting
7. Bid Awards and Contract Items
 - a. Approval of Task Authorization No. 15 (CA5670) with Mead & Hunt for Howes Street and Orange Avenue Drainage Improvements and Water Main Replacement
 - b. Ratification of Contract and Purchase Order to Tomoka Construction Services, Inc. for the installation of a 12" and 16" valves at Fleming Avenue and Halifax Drive.
8. Approval of Concurrence and Fair-Share Agreement for the Advent Health Port Orange Site Plan - Case No. 20-80000001

C. CITIZEN PARTICIPATION (Non-Agenda – 20 minutes)

D. COUNCIL COMMENTS

9. Comments/Concerns from Council Members

E. SPECIAL AWARDS, REPORTS, RECOGNITION AND PROCLAMATIONS

10. Report from KemperSports on the Cypress Head Golf

F. BOARD APPOINTMENTS, INTERVIEWS, REPORTS

11. Citizen Advisory Committee for TPO

12. Golf Advisory Board Re-Appointments (x2)

G. REGULAR AGENDA

13. Riverwalk Visioning Discussion

H. ADDITIONAL ITEMS

14. City Attorney Comments

15. City Manager Comments

I. COUNCIL COMMITTEE REPORTS

16. City Council Committee Reports

a. Volusia County School Board Oversight Committee

b. River to Sea TPO

c. General Employees' Pension Board

J. ADJOURNMENT

NOTICES – PURSUANT TO SECTION 286.0105 OF THE FLORIDA STATUTES, IF ANY PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE CITY COUNCIL WITH RESPECT TO ANY MATTER CONSIDERED AT THIS PUBLIC MEETING OR HEARING, SUCH PERSON WILL NEED A RECORD OF THE PROCEEDINGS, AND THAT, FOR SUCH PURPOSE, SUCH PERSON MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. THE CITY DOES NOT PREPARE OR PROVIDE SUCH A RECORD.



FOR SPECIAL ACCOMMODATIONS, PLEASE NOTIFY THE CITY CLERK'S OFFICE (PHONE: 386-506-5563) 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 OR HEARING DATE.



HELP FOR THE HEARING IMPAIRED IS AVAILABLE THROUGH THE ASSISTIVE LISTENING SYSTEM RECEIVERS CAN BE OBTAINED FROM THE CITY CLERKS' OFFICE.

IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT (ADA), 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, 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 OR HEARING DATE. IF YOU ARE HEARING OR VOICE IMPAIRED, CONTACT THE RELAY OPERATOR AT 7-1-1 or 1-800-955-8771.

Regular City Council Meeting

5/5/2020

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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.

PUBLIC PARTICIPATION INSTRUCTIONS

Due to the Novel Coronavirus Disease 2019 (COVID-19) and Federal, State, County, and the City's Declarations of State of Emergency, and City of Port Orange Executive Order 9, the City of Port Orange will be calling meetings only when necessary, and conducting public meetings using communications media technology until the Local State of Emergency has concluded. Those wishing to attend meetings are encouraged to join the meeting through electronic means.

The May 5, 2020 Regular City Council Meeting will be conducted physically in Council Chambers at City Hall, 1000 City Center Circle with an opportunity to participate virtually. Access in Council Chambers will be limited in order to comply with the safety instructions relating to COVID-19.

To view and/or participate in the Regular City Council meeting on May 5, 2020, which begins at 6:30 p.m., you have the following additional options:

1. Watch the meeting online, but not participate:

You may watch the meeting via Spectrum Channel 498 or through the City's YouTube Channel:
<https://www.youtube.com/channel/UCTYNmc7tZVRrB2NH5-Oj7hg>

2. Watch the meeting online and provide public comment prior to the meeting:

You may watch the meeting as listed above, and also provide written comments by emailing City Clerk Robin Fenwick at least three (3) hours prior at cityclerk@port-orange.org, regular mail at 1000 City Center Circle, Port Orange, FL 32129, or place it in the Drop Box at the front door of City Hall. Please include your full name, city of residence, and comments by the deadline and your comments will be read into the record. There is also a form located on the City's website at: www.port-orange.org/publiccomments which can be submitted electronically. Time limits will be enforced so written comments must be limited to no more than 3 minutes.

3. Watch the meeting online and provide public comment during the meeting:

Request to Speak instructions:

To request to speak virtually during the meeting, you must complete the Request to Speak form to be placed on a list. You may access the form by visiting www.port-orange.org/publiccomments. You must fill out all required information for the form to be submitted. Forms are due to the City Clerk no later than twenty-four (24) hours before the meeting. Once the form is received, the meeting instructions will be provided to you via email.

For additional information or for special assistance prior to the meeting, please contact Robin Fenwick, City Clerk, cityclerk@port-orange.org or (386) 506-5563.

REGULAR CITY COUNCIL MEETING MINUTES
COUNCIL CHAMBERS – CITY HALL
1000 CITY CENTER CIRCLE
PORT ORANGE, FLORIDA
APRIL 21, 2020

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.

Silent Invocation

Pledge of Allegiance

Roll Call	Physically Present:	Council Member Scott Stiltner Vice Mayor Drew Bastian Mayor Donald Burnette
	Virtually Present:	Council Member Marilyn Ford Council Member Chase Tramont
	Also Present:	City Manager Jake Johansson City Attorney Matthew Jones City Clerk Robin Fenwick

CONSENT AGENDA

4. Public Comments on Consent Agenda Items Only

There were none.

5. Agenda Approval

There were no changes requested by Council.

Motion to approve the agenda as presented was made by Vice Mayor Drew Bastian and Seconded by Council Member Marilyn Ford. Motion carried unanimously by voice vote.

6. Approval of Minutes

- a. March 16, 2020 - Special City Council Meeting
- b. March 17, 2020 - Regular City Council Meeting
- c. April 7, 2020 - Special City Council Meeting

7. Bid Awards and Contract Items

- a. Approval of Change Order #1 to DJ Design for The Rec
- b. Intent to Award RFP #19-01 to TNTSI Inc., d/b/a Security 101 for Facility Security and Surveillance

- c. Intent to Award RFP #19-01 to Johnson Controls for Facility Security and Surveillance
 - d. Intent to Award ITB #19-35 to Halifax Paving, Masci General Contrator, Inc, and P&S Paving for Citywide Paving Program
 - e. Intent to Award ITB #19-27 to SanPik Incorporated for Sweetwater Hills Drainage Improvements
 - f. Approval of Change Order #10 with New Florida Industrial Electric (FIE) for Dunlawton Lighting Construction (Time Extension)
 - g. Approval of Change Order #4 with Traffic Engineering Data Solutions (TEDS) for Dunlawton Lighting CEI services
 - h. Approval of Contract for Sale and Purchase of Real Property at 3641 Ridgewood Ave.
 - i. Approval of Amendment and Extension of License Agreement with Hoffman & Capell LLC d/b/a Kona Ice South Volusia County for concession services at Riverwalk Park
 - j. Ratification of an Emergency Purchase Order to J.D. Webber Construction in the amount of \$184,195.00 for Sewer Line Repairs on Burklin Place
 - k. Approval of Sublease Agreement Between YMCA and Brooks Health Development
 - l. Approval of Task Authorization No. 14 (CA5670) to Mead & Hunt Inc. for Grant Compliance and Labor Monitoring Assistance for the Virginia Monroe Stormwater System Project
 - m. Approval of Change Order #2 with General Mechanical Corp for Lakeside HVAC
8. Approval of Accounts Receivable Write-Off of Uncollectible Debts
9. Resolution No. 20-13 - Appropriate Fund Balance from Water and Sewer Fund (401) and transfer to the Water and Sewer Renewal and Replacement Fund (403) to cover emergency repairs to water main under Halifax River - Project URP011
10. Resolution No. 20-14 - Building Fee Resolution Amendment to Section 10 of Resolution No. 13-30 - Commencement of Work Without a Building Permit Fee

Motion to pull Consent Agenda Item #7(h) for further discussion was made by Vice Mayor Drew Bastian and Seconded by Council Member Scott Stiltner. Motion carried unanimously by voice vote.

Motion to approve the Consent Agenda as amended was made by Vice Mayor Drew Bastian and Seconded by Council Member Scott Stiltner. Motion carried unanimously by roll call vote.

Item 7(h) – Council Member Drew Bastian asked if this is the right time to purchase this property. Jake Johansson, City Manager, spoke regarding the contract that is expiring. Council Member Bastian is concerned with possible layoffs and would not want to see that happen after buying a property for \$1.2 million. Mr. Johansson believes the property can be sold within 12-18 months. Council Member Bastian agrees with the purchase but is still concerned.

Motion to approve Item 7(h) was made
by Council Member Scott Stiltner and
Seconded by Vice Mayor Drew Bastian.
Motion carried unanimously by roll call
vote.

CITIZEN PARTICIPATION (Non-Agenda – 20 minutes)

There was none.

COUNCIL COMMENTS

11. Comments/Concerns from Council Members

Council Member Chase Tramont read a written report from Valerie Fahlberg of the First Step Shelter. He would like the panhandling discussion to move forward. Mr. Johansson advised the topic is on the May 19, 2020 agenda and asked Council to read and fully understand what the Daytona Beach Ordinance does and does not do before that discussion.

Council Member Marilyn Ford is cautious with spending money moving forward. She asked Council and Staff to economize upcoming projects.

Council Member Scott Stiltner spoke regarding an email he received from Joni Hunt of Halifax Hospital. They are operating at all three facilities and doing well. She is concerned that some people are electing to not go to the emergency room but she has assured that they are ready for emergencies. He asked the City Manager to share the information with the public.

Mayor Don Burnette spoke regarding the Facebook Live interviews he has and is doing with staff and medical professionals.

PUBLIC HEARING

12. Second Reading - Ordinance No. 2020-2 - Small-scale Future Land Use Map Amendment/1200 Sparton Ave. & 5700 Spruce Creek Rd. (Case No. 19-20000007)

Mayor Don Burnette read Ordinance No. 2020-2.

ORDINANCE NO. 2020-2

AN ORDINANCE OF THE CITY OF PORT ORANGE, VOLUSIA COUNTY, FLORIDA, RELATING TO COMPREHENSIVE PLANNING; AMENDING THE FUTURE LAND USE MAP OF THE COMPREHENSIVE PLAN; AMENDING THE FUTURE LAND USE DESIGNATION FOR +0.23 ACRES FROM URBAN MEDIUM RESIDENTIAL (4-8 UNITS/ACRE) TO OFFICE/RESIDENTIAL TRANSITION; PROVIDING FOR CONFLICTING ORDINANCES, SEVERABILITY AND AN EFFECTIVE DATE.

Motion to adopt Ordinance No. 2020-2 was made by Vice Mayor Drew Bastian and Seconded by Council Member Scott Stiltner. Motion carried unanimously by roll call vote.

13. Second Reading - Ordinance No. 2020-3 - Administrative Rezoning/1200 Sparton Ave., 5700 Spruce Creek Rd., 4020 Nova Rd., 3997 Nova Rd., 4025 Nova Rd., and 4031 Nova Rd. (Case No. 19-60000007)

Mayor Don Burnette read Ordinance No. 2020-3.

ORDINANCE NO. 2020-3

AN ORDINANCE OF THE CITY OF PORT ORANGE, VOLUSIA COUNTY, FLORIDA, REZONING PROPERTY CONSISTING OF APPROXIMATELY +0.23 ACRES FROM RESIDENTIAL MOBILE HOME (RMH) TO PROFESSIONAL OFFICE (PO); +4.16 ACRES FROM SPRUCE CREEK CENTER PLANNED COMMERCIAL DEVELOPMENT (PCD) TO COMMUNITY COMMERCIAL (CC); AND 15 ACRES FROM PLANNED COMMERCIAL DEVELOPMENT (PCD) TO COMMUNITY COMMERCIAL (CC); AUTHORIZING REVISION OF THE OFFICIAL ZONING ATLAS; AND PROVIDING AN EFFECTIVE DATE.

Motion to adopt Ordinance No. 2020-3 was made by Vice Mayor Drew Bastian and Seconded by Council Member Marilyn Ford. Motion carried unanimously by roll call vote.

REGULAR AGENDA

14. Resolution No. 20-15 - Approval of Grant Agreement for \$200,000 from Volusia County for ECHO Award 20-09 Airport Road Park Playground Replacement

Mayor Burnette read Resolution No. 20-15.

RESOLUTION NO. 20-15

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORT ORANGE, VOLUSIA COUNTY, FLORIDA; APPROVING THE GRANT AGREEMENT FROM THE COUNTY OF VOLUSIA IN THE AMOUNT OF \$200,000.00 FOR PLAYGROUND REPLACEMENT AT AIRPORT ROAD PARK; AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE ANY AGREEMENTS OR CONTRACTS; AND PROVIDING AN EFFECTIVE DATE.

Motion to adopt Resolution No. 20-15 was made by Vice Mayor Drew Bastian and Seconded by Council Member Scott Stiltner.

Discussion was held regarding the timing of providing a \$200,000 match for this grant.

Motion carried unanimously by roll call vote.

15. Resolution No. 20-16- Approval of Grant Agreement for \$400,000 from Volusia County for ECHO Award 20-10 REC Center Phase II

Mayor Burnette read Resolution No. 20-16.

RESOLUTION NO. 20-16

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORT ORANGE, VOLUSIA COUNTY, FLORIDA; APPROVING THE GRANT AGREEMENT FROM THE COUNTY OF VOLUSIA IN THE AMOUNT OF \$400,000.00 FOR PHASE II OF THE RECREATIONAL, EDUCATIONAL AND CULTURAL (REC) CENTER TO CREATE AN AREA WITH SIGNIFICANT FOCUS ON ART RELATED OFFERINGS; AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE ANY AGREEMENTS OR CONTRACTS; AND PROVIDING AN EFFECTIVE DATE.

Motion to adopt Resolution No. 20-16
was made by Vice Mayor Drew Bastian
and Seconded by Council Member Scott
Stiltner.

Mr. Johansson reminded Council of the phases of this project and what's to come. It will require a \$400,000 match from the City, as well as the added staff that will be needed to run the REC center. Council discussed the prices during economic downturns that could work in the City's favor.

Motion carried unanimously by roll call
vote.

ADDITIONAL ITEMS

16. City Attorney Comments

There was nothing further.

17. City Manager Comments

Mr. Johansson provided an update as to the City's response to the COVID-19 pandemic. He is meeting with the Chamber of Commerce tomorrow to discuss a task force to discuss the re-opening of Port Orange and Volusia County as a whole to avoid confusion with citizens.

He also asked Council to change their June 1, 2020 budget workshop back to May 26, 2020 now that the Mayor will be in town. Council agreed.

ADJOURNMENT - 7:35 p.m.

Mayor Donald O. Burnette

Attest:

Robin Fenwick, MMC
City Clerk



CITY COUNCIL AGENDA ITEM

REQUESTED COUNCIL MEETING DATE 5/5/2020

Consent item: Yes

SUBJECT: (B7a) Approval of Task Authorization No. 15 (CA5670) with Mead & Hunt for Howes Street and Orange Avenue Drainage Improvements and Water Main Replacement

DEPARTMENT: Public Works

GOAL: 2 - Infrastructure

RECOMMENDED MOTION: Move to approve Task Authorization No. 15 to the Master Contract (CA5670) with Mead & Hunt for engineering services required for the Howes Street and Orange Avenue improvements project for a cost not to exceed \$63,950.00; and authorizing the Mayor and City Clerk to execute all contract documents.

SUMMARY: Mead & Hunt have submitted a proposal for engineering services for the Howes Street and Orange Avenue Drainage Improvements and Water Main Replacement project.

The proposal (TA No. 15 under Master Contract CA5670) includes bidding assistance, construction administration services and labor compliance monitoring services. Total fees are not to exceed \$63,950.00.

The Howes Street and Orange Avenue improvements project is expected to take approximately one year to complete from Notice to Proceed.

Project No.: DIP069 Funding Account No.:

Presenter: Lynn Stevens

ATTACHMENTS:

1.	Task Authorization No 15 - Howes St and Orange Ave Drainage Improvements and Water Main Replacement	Task Authorization No 15 - Howes St and Orange Ave Drainage Improvements and Water Main Replacement.pdf
2.	Justification Memo TA No 15 to Master Contract CA5670 with Mead Hunt for Howes and Orange Project	Justification Memo TA No 15 to Master Contract CA5670 with Mead Hunt for Howes and Orange Project.docx
3.	Mead and Hunt Proposal TA No 15 Howes Street and Orange Avenue Drainage Improvements and Water Main Replacement	Mead and Hunt Proposal TA No 15 Howes Street and Orange Avenue Drainage Improvements and Water Main Replacement.pdf

Kynah Cockcroft	Created/Initiated - 4/3/2020
Kynah Cockcroft	Approved - 4/3/2020
Julia Wiggins	Approved - 4/3/2020
Ronny Buttrum	Approved - 4/3/2020
Junos Reed	Approved - 4/3/2020
Lynn Stevens	Approved - 4/6/2020
Scott Neils	Approved - 4/6/2020
Matthew Jones	Approved - 4/22/2020
Jake Johansson	Approved - 4/23/2020
Robin Fenwick	Final Approval - 4/23/2020

TASK AUTHORIZATION NO. 15
Master Contract for Engineering Services dated December 27, 2016
Between the City of Port Orange, Florida and
Mead and Hunt, Inc. pursuant to merger with Quentin L. Hampton Associates, Inc.

THIS Task Authorization is entered into by and between the **CITY OF PORT ORANGE, FLORIDA**, a chartered municipal corporation with its principal place of business at 1000 City Center Circle, Port Orange, Florida 32129 (the "City") and **MEAD AND HUNT, INC. PURSUANT TO MERGER WITH QUENTIN L. HAMPTON ASSOCIATES, INC.**, a Wisconsin corporation registered to transact business in the State of Florida, with its principal place of business at 2440 Deming Way, Middleton, WI 53562 ("Contractor"), and hereinafter collectively referred to as the "Parties," and is to that certain Master Contract for Engineering Services dated as referenced above to RFSQ 16-32, and any amendments thereto, hereinafter collectively referred to as the "Contract." The Parties, in exchange for the mutual covenants contained herein and in the Contract, agree as follows:

1. This Task Authorization expressly modifies the Contract and in the event of a conflict, the terms and conditions of this Task Authorization shall prevail.
2. The Public Works and Utilities Director, Lynn Stevens, shall perform contract administration for this Task Authorization No. 15, and may be reached at 386-506-5575.
3. In addition to all other terms and conditions contained in the Contract, Contractor shall provide Howes Street and Orange Avenue Drainage Improvements and Water Main Replacement Bidding and Construction Phase Administration Assistance, and as more particularly described in the Scope of Services attached hereto and incorporated herein as Task Authorization Exhibit "A."
4. Contractor shall complete the services to be provided herein within one-year from issuance of a written Notice to Proceed issued and executed by the City.
5. In return for the services identified above, the City agrees to compensate Contractor in amount not to exceed \$63,950.00. All payments shall be governed by the Local Government Prompt Payment Act as set forth in Sections 218.70 through 218.79, Florida Statutes, as amended.
6. This Task Authorization 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 or e-mail of an executed copy of this Task Authorization shall be deemed valid as if an original signature was delivered. No contract shall be formed between the Contractor and the City until the City signs this Task Authorization.
7. Notice. For purposes of this agreement, notices to Mead and Hunt, Inc. shall be sent as follows:
Mead and Hunt, Inc.
Attn.: Brad Blais (brad.blais@meadhunt.com)
4401 Eastport Parkway
Port Orange, FL 32127

IN WITNESS WHEREOF, the Parties have made and executed this Task Authorization for the purposes herein expressed on the dates set forth below.

Witnesses:

**MEAD AND HUNT, INC. PURSUANT TO
MERGER WITH QUENTIN L. HAMPTON
ASSOCIATES, Inc.**

Printed Name:_____

By:_____

Printed Name:_____

Title:_____

Printed Name:_____

If this Contract is signed by an individual not identified as the President of the corporation in the records of the Florida Department of State, Division of Corporations, or other legally authorized person, then please provide written authorization for that individual to enter into contracts on behalf of the corporation.

Date:_____

Witnesses:

CITY OF PORT ORANGE

Printed Name: _____

By: _____
Donald O. Burnette, Mayor

Printed Name: _____

Date: _____

Witnesses:

ATTEST:

Printed Name: _____

By: _____
Robin L. Fenwick, MMC, City Clerk

Printed Name: _____

Date: _____

EXHIBIT “A”

Scope of Work

Consisting of 5 Pages



April 1, 2020

Junos Reed, P.E.
Public Works and Utilities Engineer
City of Port Orange
1000 City Center Circle
Port Orange, FL 32129

Email: jureed@port-orange.org
Hard Copy Mailed Only on Request

**CITY OF PORT ORANGE
HOWES STREET AND ORANGE AVENUE DRAINAGE
IMPROVEMENTS AND WATER MAIN REPLACEMENTS
BIDDING AND CONSTRUCTION PHASE ASSISTANCE
SCOPE OF SERVICES AND FEE ESTIMATE**

Dear Junos,

We are pleased to present the enclosed scope and fee estimate for the above referenced project for bidding and construction administration assistance. The attached scope of services describes, in detail, what our firm understands to be required for this project.

Mead & Hunt, Inc. is well qualified to perform these services as we have provided bidding and construction administration services on many similar projects of this type for Port Orange and municipalities throughout East Central Florida.

We look forward to the opportunity to work with the City on this project. If you have any questions or comments, please contact our office.

Sincerely,

A blue ink signature of Andrew M. Giannini.

Andrew M. Giannini, P.E.
Associate/Senior Project Manager

A blue ink signature of Brad T. Blais.

Brad T. Blais, P.E.
Vice President/Market Leader

AMG/BTB:bf

Attachments: Attachment 'A' – Scope of Services
Attachment 'B' – Fee Estimate Spreadsheet

ATTACHMENT 'A'
CITY OF PORT ORANGE
HOWES STREET AND ORANGE AVENUE DRAINAGE
IMPROVEMENTS AND WATER MAIN REPLACEMENTS
BIDDING AND CONSTRUCTION PHASE ASSISTANCE
SCOPE OF SERVICES AND FEE ESTIMATE

GENERAL

The City of Port Orange (CITY) and Mead & Hunt, Inc. (CONSULTANT) entered into a Master Contract for Engineering Services pursuant to RFSQ #16-32, dated effective December 27, 2016 and is referred to herein as the Contract.

SCOPE OF WORK

CONSULTANT will provide the below scope of services for the construction of stormwater improvements in the area of Howes Street and Orange Avenue. Items to be constructed include 2,030 LF of exfiltration trench, 685 LF of storm pipe and fifteen (15) drainage structures. Installation of 2,700 LF of 6" PVC water main, new water services, three (3) fire hydrants, gate valves, tapping sleeves and fittings as shown on plans. The entire roadway along Orange Avenue will be reconstructed. Other restoration items include removal and replacement of driveways and sidewalks, and sod restoration.

CONSULTANT will provide the following services:

BIDDING ASSISTANCE

During the bidding phase, CONSULTANT will:

- Preparation of bidding documents per CITY standards for CITY distribution
- Attendance of pre-bid meeting
- Addressing of all potential bidder questions
- Preparation of addenda for CITY distribution
- Attendance of bid opening
- Review of received bids
- Preparation of bid tabulation
- Investigation of low bidder(s) qualifications
- Preparation of bid award recommendation letter
- Attendance of Council meeting for bid award, if requested

CONSTRUCTION ADMINISTRATION SERVICES

- Conduct the preconstruction conference. Prepare minutes of the preconstruction conference and distribute the minutes to all who attend.
- Issue the Notice to Proceed to the Contractor.
- Log, process and review shop drawings and material certificates. Distribute review shop drawings to the Contractor and the CITY.
- Provide assistance on an as needed basis for significant conflict resolutions.
- Attend and preside over construction progress meetings.
- Review/approve Contractor monthly pay requests.
- Review and recommend approval/denial of Contractor's proposed change orders.
- Attend the substantial completion inspection.
- Prepare punch-list of final work/corrective items.
- Prepare construction record drawings incorporating all of the changes made during construction. Furnish CITY with an electronic copy of record drawings using AutoCAD format.

LABOR COMPLIANCE MONITORING

CONSULTANT will provide the following services for labor compliance monitoring:

- Resident Compliance Specialist attendance at the pre-construction meeting.
- Monitor each Contractor's and Subcontractor's compliance with specifications and special provisions of the Construction Contract in regard to grant agreements including payment of pre-determined wage rates in accordance with CDBG procedures.
- Surveillance of the Contractor's compliance with Construction Contract requirements including reviewing, monitoring, evaluating and acting upon documentation required for Construction Contract compliance, and maintaining the appropriated files thereof. Typical areas of compliance responsibility include EEO Affirmative Actions for the prime contractor and subcontractor and DBE/WBE Affirmative Action efforts of the contractor.
- Maintain all related documents and correspondence are accurate and up to date; attend all compliance reviews and furnish the complete project files for review; and assist the Contract Compliance Manager as requested.
- Provide contract close-out reports and documentation related to the above grant compliance efforts.

Schedule: CONSULTANT shall strive to complete the work according to the following estimated schedule:

Bidding Assistance	Per CITY Schedule
Construction Administration Services	Per CITY Schedule

Compensation: The total fee to complete the above work described herein is not to exceed Sixty-Three Thousand Nine Hundred and Fifty Dollars and 00/100 (\$63,950.00), this amount being further broken down on the attached fee estimate spreadsheet.

Bidding Assistance	\$5,424	Lump Sum
Construction Administration	\$39,048	Lump Sum
Labor Compliance Monitoring During Construction	\$18,978	Lump Sum
Printing/Reimbursables	<u>\$500</u>	Allowance
TOTAL	\$63,950	

EXCLUSIONS: All work not specifically described herein.

“PURSUANT TO FLORIDA STATUTE SECTION 558.0035, AN INDIVIDUAL EMPLOYEE OR AGENT OF MEAD & HUNT INC., MAY NOT BE HELD INDIVIDUALLY LIABLE FOR NEGLIGENCE.”

IF THE CONTRACTOR (MEAD & HUNT, INC.) HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR’S (MEAD & HUNT, INC.’s) DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT (PROPOSAL), CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT CITY HALL, CITY OF PORT ORANGE, 1000 CITY CENTER CIRCLE, PORT ORANGE, FL 32129, City Clerk, Robin Fenwick, (386) 506-5566, rfeenwick@port-orange.org.

ATTACHMENT 'B'

**CITY OF PORT ORANGE
HOWES STREET AND ORANGE AVENUE DRAINAGE AND WATER MAIN IMPROVEMENTS
BIDDING AND CONSTRUCTION ADMINISTRATION SERVICES
ESTIMATED ENGINEERING FEES
April 1, 2020**

Description	Project Manager / Principal (hours)	Project Engineer (hours)	Technician I (hours)	Engineer I (hours)	Technician II / Grant Compliance Specialist (hours)	Admin. Support	Total Task (\$)
Hourly Fee	\$196	\$165	\$89	\$120	\$109	\$73	
Bidding Assistance	4	8	16	0	4	20	\$5,424
Construction Administration Services	16	96	16	24	0	216	\$39,048
Labor Compliance Monitoring During Construction	0	8	0	0	162	0	\$18,978
Printing/Reimbursables							\$500
Total Estimated Fees							\$63,950

- (1) All fees to be billed on a lump sum basis except for printing/reimbursables which will be billed at actual cost.
- (2) If Florida Sales Tax becomes due on professional services, the CITY shall reimburse Consultant for the additional sales tax cost.
- (3) At the time of this submittal, the construction duration was estimated to be 270 days (or 9 months). If the contract is extended beyond 270 days, Mead & Hunt reserves the right to request additional fees.



City of Port Orange Public Utilities and Works Department

TO: M.H. Johansson, City Manager

THRU: Lynn Stevens, Public Utilities and Works Director
Julia Wiggins, Public Utilities and Works Budget Analyst

FROM: Junos Reed, P.E., Public Utilities and Works Engineering and
Construction Manager

DATE: April 3, 2020

SUBJECT: Mead & Hunt – Task Authorization No. 15 - Howes St. & Orange Ave.
Stormwater Improvements Construction Administration Services

REQUEST:

The Public Works & Utilities Department is requesting the City Council approve Mead & Hunt Task Authorization No. 15 for Construction Administration and Engineer of Record services for the Howes St. & Orange Ave. Stormwater Improvements project in the amount not to exceed \$63,950.00

PURPOSE:

The storm water system improvement project involves the construction of a retrofit stormwater system to help alleviate localized street flooding in the areas of Howes Street and Orange Avenue additionally the project provides water quality treatment prior to discharge to the.

CONSIDERATION:

The project is located north of Commonwealth Blvd. and west Ridgewood Ave. in the Allendale area of Port Orange. Howes St. experiences roadway flooding several times per year due to an inadequate and aging drainage system. The project consists of constructing new stormwater collection system which will collect the stormwater and discharge to the B-23 Canal. Some funding for this project will be through CDBG Grants and this Task Authorization includes labor monitoring and compliance which is a requirement of the grants. **This Task Authorization is for grant compliance, construction administration, and engineer of record service for the construction phase of the project.**

FUNDING:

Howes Street Drainage Improvements
Project #: DIP069 (Drainage Improvements)
Fund – 412 Stormwater Utility
Cost Center – Drainage Utility
Program – None
Spend Category – Drainage-Capital

RECOMMENDATION:

The Public Works & Utilities Department recommends the approval of Task Authorization No. 15 to the Master Contract for Engineering Services (CA5670) with Mean & Hunt, for service relating to the Construction Administration and Engineer of Record services for the Howes St./Orange Ave Stormwater Improvements project in the amount not to exceed \$63,950.00.

ANTICIPATED SCHEDULE:

- a) Council Date: May 5, 2020
- b) Bidding Summer 2020
- c) Construction start Summer/Fall 2020 estimated 1-Year construction duration

ATTACHMENTS:

- a) Proposal - Mead & Hunt Construction Administration and Engineer of Record Services for Howes St. & Orange Ave. Stormwater Improvements project
- b) Contract CA5670 with Mead & Hunt



April 1, 2020

Junos Reed, P.E.
Public Works and Utilities Engineer
City of Port Orange
1000 City Center Circle
Port Orange, FL 32129

Email: jureed@port-orange.org
Hard Copy Mailed Only on Request

**CITY OF PORT ORANGE
HOWES STREET AND ORANGE AVENUE DRAINAGE
IMPROVEMENTS AND WATER MAIN REPLACEMENTS
BIDDING AND CONSTRUCTION PHASE ASSISTANCE
SCOPE OF SERVICES AND FEE ESTIMATE**

Dear Junos,

We are pleased to present the enclosed scope and fee estimate for the above referenced project for bidding and construction administration assistance. The attached scope of services describes, in detail, what our firm understands to be required for this project.

Mead & Hunt, Inc. is well qualified to perform these services as we have provided bidding and construction administration services on many similar projects of this type for Port Orange and municipalities throughout East Central Florida.

We look forward to the opportunity to work with the City on this project. If you have any questions or comments, please contact our office.

Sincerely,

A blue ink signature of Andrew M. Giannini.

Andrew M. Giannini, P.E.
Associate/Senior Project Manager

A blue ink signature of Brad T. Blais.

Brad T. Blais, P.E.
Vice President/Market Leader

AMG/BTB:bf

Attachments: Attachment 'A' – Scope of Services
Attachment 'B' – Fee Estimate Spreadsheet

ATTACHMENT 'A'
CITY OF PORT ORANGE
HOWES STREET AND ORANGE AVENUE DRAINAGE
IMPROVEMENTS AND WATER MAIN REPLACEMENTS
BIDDING AND CONSTRUCTION PHASE ASSISTANCE
SCOPE OF SERVICES AND FEE ESTIMATE

GENERAL

The City of Port Orange (CITY) and Mead & Hunt, Inc. (CONSULTANT) entered into a Master Contract for Engineering Services pursuant to RFSQ #16-32, dated effective December 27, 2016 and is referred to herein as the Contract.

SCOPE OF WORK

CONSULTANT will provide the below scope of services for the construction of stormwater improvements in the area of Howes Street and Orange Avenue. Items to be constructed include 2,030 LF of exfiltration trench, 685 LF of storm pipe and fifteen (15) drainage structures. Installation of 2,700 LF of 6" PVC water main, new water services, three (3) fire hydrants, gate valves, tapping sleeves and fittings as shown on plans. The entire roadway along Orange Avenue will be reconstructed. Other restoration items include removal and replacement of driveways and sidewalks, and sod restoration.

CONSULTANT will provide the following services:

BIDDING ASSISTANCE

During the bidding phase, CONSULTANT will:

- Preparation of bidding documents per CITY standards for CITY distribution
- Attendance of pre-bid meeting
- Addressing of all potential bidder questions
- Preparation of addenda for CITY distribution
- Attendance of bid opening
- Review of received bids
- Preparation of bid tabulation
- Investigation of low bidder(s) qualifications
- Preparation of bid award recommendation letter
- Attendance of Council meeting for bid award, if requested

CONSTRUCTION ADMINISTRATION SERVICES

- Conduct the preconstruction conference. Prepare minutes of the preconstruction conference and distribute the minutes to all who attend.
- Issue the Notice to Proceed to the Contractor.
- Log, process and review shop drawings and material certificates. Distribute review shop drawings to the Contractor and the CITY.
- Provide assistance on an as needed basis for significant conflict resolutions.
- Attend and preside over construction progress meetings.
- Review/approve Contractor monthly pay requests.
- Review and recommend approval/denial of Contractor's proposed change orders.
- Attend the substantial completion inspection.
- Prepare punch-list of final work/corrective items.
- Prepare construction record drawings incorporating all of the changes made during construction. Furnish CITY with an electronic copy of record drawings using AutoCAD format.

LABOR COMPLIANCE MONITORING

CONSULTANT will provide the following services for labor compliance monitoring:

- Resident Compliance Specialist attendance at the pre-construction meeting.
- Monitor each Contractor's and Subcontractor's compliance with specifications and special provisions of the Construction Contract in regard to grant agreements including payment of pre-determined wage rates in accordance with CDBG procedures.
- Surveillance of the Contractor's compliance with Construction Contract requirements including reviewing, monitoring, evaluating and acting upon documentation required for Construction Contract compliance, and maintaining the appropriated files thereof. Typical areas of compliance responsibility include EEO Affirmative Actions for the prime contractor and subcontractor and DBE/WBE Affirmative Action efforts of the contractor.
- Maintain all related documents and correspondence are accurate and up to date; attend all compliance reviews and furnish the complete project files for review; and assist the Contract Compliance Manager as requested.
- Provide contract close-out reports and documentation related to the above grant compliance efforts.

Schedule: CONSULTANT shall strive to complete the work according to the following estimated schedule:

Bidding Assistance	Per CITY Schedule
Construction Administration Services	Per CITY Schedule

Compensation: The total fee to complete the above work described herein is not to exceed Sixty-Three Thousand Nine Hundred and Fifty Dollars and 00/100 (\$63,950.00), this amount being further broken down on the attached fee estimate spreadsheet.

Bidding Assistance	\$5,424	Lump Sum
Construction Administration	\$39,048	Lump Sum
Labor Compliance Monitoring During Construction	\$18,978	Lump Sum
Printing/Reimbursables	<u>\$500</u>	Allowance
TOTAL	\$63,950	

EXCLUSIONS: All work not specifically described herein.

“PURSUANT TO FLORIDA STATUTE SECTION 558.0035, AN INDIVIDUAL EMPLOYEE OR AGENT OF MEAD & HUNT INC., MAY NOT BE HELD INDIVIDUALLY LIABLE FOR NEGLIGENCE.”

IF THE CONTRACTOR (MEAD & HUNT, INC.) HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR’S (MEAD & HUNT, INC.’s) DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT (PROPOSAL), CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT CITY HALL, CITY OF PORT ORANGE, 1000 CITY CENTER CIRCLE, PORT ORANGE, FL 32129, City Clerk, Robin Fenwick, (386) 506-5566, rfeenwick@port-orange.org.

ATTACHMENT 'B'

**CITY OF PORT ORANGE
HOWES STREET AND ORANGE AVENUE DRAINAGE AND WATER MAIN IMPROVEMENTS
BIDDING AND CONSTRUCTION ADMINISTRATION SERVICES
ESTIMATED ENGINEERING FEES
April 1, 2020**

Description	Project Manager / Principal (hours)	Project Engineer (hours)	Technician I (hours)	Engineer I (hours)	Technician II / Grant Compliance Specialist (hours)	Admin. Support	Total Task (\$)
Hourly Fee	\$196	\$165	\$89	\$120	\$109	\$73	
Bidding Assistance	4	8	16	0	4	20	\$5,424
Construction Administration Services	16	96	16	24	0	216	\$39,048
Labor Compliance Monitoring During Construction	0	8	0	0	162	0	\$18,978
Printing/Reimbursables							\$500
Total Estimated Fees							\$63,950

- (1) All fees to be billed on a lump sum basis except for printing/reimbursables which will be billed at actual cost.
- (2) If Florida Sales Tax becomes due on professional services, the CITY shall reimburse Consultant for the additional sales tax cost.
- (3) At the time of this submittal, the construction duration was estimated to be 270 days (or 9 months). If the contract is extended beyond 270 days, Mead & Hunt reserves the right to request additional fees.



CITY COUNCIL AGENDA ITEM

REQUESTED COUNCIL MEETING DATE 5/5/2020

Consent item: Yes

SUBJECT: (B7b) Ratification of Contract and Purchase Order to Tomoka Construction Services, Inc. for the installation of a 12" and 16" valves at Fleming Avenue and Halifax Drive.

DEPARTMENT: Public Utilities

GOAL: 2 - Infrastructure

RECOMMENDED MOTION: Move to approve the ratification to Tomoka Construction Emergency Purchase Order No PO-000408 to replace a 12-inch & 16-inch valves at the intersection of Fleming Dr. and Halifax Ave in the amount of \$18,700 and to authorize the Mayor and City Clerk to execute the associated documents.

SUMMARY: The Public Works & Utilities Department is requesting City Council approve the ratification of Tomoka Construction Emergency Purchase Order No PO-000408 to replace a 12-inch & 16-inch valves at the intersection of Fleming Dr. and Halifax Ave in the amount of \$18,700.

The valves that need to be replaced are just to the west of the location that a 16-inch water main crosses the Halifax River. The 12" valve is currently leaking.

Project No.: Funding Account No.:

Presenter: Lynn Stevens

ATTACHMENTS:

1.	Tomoka Construction Services Inc Standard Contract for Services	Tomoka Construction Services Inc Standard Contract for Services.pdf
2.	Dept Justification - Tomoka Const	Dept Justification - Tomoka Const.docx
3.	Tomoka Const Quote	Tomoka Const Quote.pdf
4.	Quote from Danus Util	Danus Utl Quote.pdf
5.	Quote from General Underground	Quote from General Underground.pdf
6.	Email declaring Emeg from Dir.	Email declaring Emeg from Dir..pdf
7.	Tomoka Const NTP	Tomoka Const NTP.pdf
8.	Reso 20-8	Reso 20-8.pdf
9.	Reso 20-13	Reso 20-13.pdf
10.	URP011 403 fund balance	URP011 403 fund balance.pdf

Julia Wiggins	Approved - 4/7/2020
Richard Colby	Approved - 4/7/2020
Junos Reed	Approved - 4/7/2020
Steve Parnell	Approved - 4/9/2020
Lynn Stevens	Approved - 4/9/2020
James Tillman	Approved - 4/9/2020
Scott Neils	Approved - 4/10/2020
Matthew Jones	Approved - 4/23/2020
Jake Johansson	Approved - 4/23/2020
Robin Fenwick	Final Approval - 4/23/2020



CITY OF PORT ORANGE STANDARD CONTRACT FOR SERVICES

This Standard Contract for Services ("Contract") is entered into this ____ day of _____, 2020, by and between the **CITY OF PORT ORANGE**, a Florida municipal corporation, whose principal address is 1000 City Center Circle, Port Orange, Florida 32129 (the "City"), and **TOMOKA CONSTRUCTION SERVICES, INC.**, a Florida corporation whose principal address is 40 Holly Street, Ormond Beach, Florida 32174 ("Contractor"). The City and Contractor are collectively referred to herein as the "Parties."

1. Provision of Services

(a) The Contractor hereby agrees to provide all labor and equipment necessary to perform 16" and 12" valve replacements at Fleming Avenue and Halifax Drive, and as further described in the Scope of Services signed and dated April 6, 2020 by the Contractor, and Graphic, attached hereto as Exhibit "1," and made a part hereof by reference.

(b) The time, manner and place for performance of such services shall be:

Term: The term of this Contract shall become effective on the last date the Contract is signed by the Parties. Work shall commence upon issuance of a written Notice to Proceed and shall continue for a period of thirty (30) days (the "Term").

Manner and Place: The work shall be performed in accordance with and in a manner as required by all current federal, state, county, fire, building and land development codes, laws, ordinances and regulations, and with applicable permits and licenses per the City Code of Ordinances.

Time and Essence: Contractor acknowledges that time is of the essence for this Contract.

Authorization for Services: This Contract standing alone does not authorize the purchase of any goods or services or require the City to place any orders for goods or service. Authorization for the purchase of goods or services from Contractor under this Contract shall be upon issuance of a Notice to Proceed and a written Purchase Order issued by the City and executed by the City Manager. The City reserves the right to contract with other parties for the goods and services contemplated by this Contract, as determined in the City's sole and absolute discretion.

2. City Obligations. In return for the services identified above, the City agrees to compensate Contractor at the lump sum set forth in Exhibit "1," attached hereto, in an amount not to exceed Eighteen Thousand Seven Hundred and 00/100 Dollars (\$18,700.00). All payments shall be governed by the Local Government Prompt Payment Act as set forth in Sections 218.70 through 218.79, Florida Statutes, as amended.

3. Contract Documents. The following forms, attached as Exhibit "2," are an integral part of this Contract and must be completed, signed, witnessed and notarized as indicated and returned with the signed Contract:

- (a) Front Page for Bond (F.S. § 255.05)
- (b) Combination Payment and Performance Bond (F.S. § 255.05)

4. Contract Administration. The Public Works and Utilities Director, Lynn Stevens, shall perform contract administration of this Contract. The City may change the contract administrator, from time to time and at any time, upon written notice to Contractor. For notice provisions, see the paragraph below entitled "Notice."

5. Liens. Contractor acknowledges that Contractor shall not be entitled to lien the City or other public property.

6. Termination for Convenience of the City

(a) The parties agree that the City may terminate this Contract, or any work or delivery required hereunder, from time to time either in whole or part, whenever the City Manager of Port Orange shall determine that such termination is in the best interest of the City.

(b) Termination, in whole or in part, shall be effected by delivery of a Notice of Termination signed by the City Manager or his designee, mailed or delivered to the Contractor, and specifically setting forth the effective date of termination.

(c) Upon receipt of such Notice, the Contractor shall:

- (i) cease any further deliveries or work due under this Contract, on the date, and to the extent, which may be specified in the Notice;
- (ii) place no further orders with any subcontractors except as may be necessary to perform that portion of this Contract not subject to the Notice;
- (iii) terminate all subcontracts except those made with respect to contract performance not subject to the Notice;
- (iv) settle all outstanding liabilities and claims which may arise out of such termination, with the ratification of the Finance Director of Port Orange; and
- (v) use best efforts to mitigate any damages which may be sustained by the Contractor as a consequence of termination under this clause.

(d) After complying with the provisions of subparagraph (c), above, the Contractor shall submit a termination claim, in no event later than six (6) months after the effective date of termination, unless one or more extensions of three (3) months each are granted by the Finance Director.

(e) The Finance Director, with the approval of the City Manager, shall pay from the using department's budget, reasonable costs of termination, including a reasonable amount for profit on supplies or services delivered or work completed. In no event shall this amount be greater than the original contract price, reduced by any payments made prior to Notice of Termination, and further reduced by the price of the supplies not delivered or the services not provided. This Contract shall be amended accordingly, and the Contractor shall be paid the agreed amount.

(f) In the event that the parties cannot agree on the whole amount to be paid to the Contractor by reason of termination under this clause, the Finance Director shall pay the Contractor the amounts determined as follows, without duplicating any amounts which may have already been paid under the preceding paragraph of this clause:

- (i) With respect to all Contract performance prior to the effective date of Notice of Termination, the total of:
 - (1) the cost of work performed or supplies delivered;
 - (2) the cost of settling and paying any reasonable claims as provided in paragraph (c) (iv), above;

- (3) a sum as profit on (a) determined by the Finance Director to be fair and reasonable.
- (ii) The total sum to be paid under (i) above shall not exceed the contract price, as further reduced by the contract price of work or supplies not terminated.

(g) In the event that the Contractor is not satisfied with any payments which the Finance Director shall determine to be due under this clause, the Contractor may appeal any claim to the City Council in accordance with Paragraph 23 of this contract concerning disputes.

7. Termination for Convenience for Subcontractors. In accordance with the termination for the convenience of the City provision of this contract, the Contractor shall include similar provisions in any subcontract, and shall specifically include a requirement that subcontractors make all reasonable efforts to mitigate damages which may be suffered. Failure to include such provisions shall bar the Contractor from any recovery from the City whatsoever of loss or damage sustained by a subcontractor as a consequence of termination for convenience.

8. Termination for Default. Either party may terminate this Contract, without further obligation, for the default of the other party or its agents or employees with respect to any agreement or provision contained herein. In the event of default by the contractor, the City reserves the right to procure the item(s) bid from other sources and holds the bidder responsible for excess costs incurred as a result. City Council may elect to refrain from doing business with the bidder as stipulated in City Code 2-276 Suspension and Disbarment.

9. Examination of Records

(a) The Contractor agrees that the City, or any duly authorized representative, shall, until the expiration of five (5) years after final payment hereunder, have access to and the right to examine and copy any pertinent books, documents, papers and records of the Contractor involving transactions related to this Contract.

(b) The Contractor further agrees to include in any subcontract for more than \$10,000 entered into as a result of this Contract, a provision to the effect that the subcontractor agrees that the City or any duly authorized representative shall, until the expiration of five (5) years after final payment under the subcontract, have access to and the right to examine and copy any pertinent books, documents, papers and records of such contractor involved in transactions related to such subcontract, or this Contract. The term subcontract as used herein shall exclude purchase orders for public utility services at rates established for uniform applicability to the general public.

(c) The period of access provided in subparagraphs (a) and (b) above for records, books, documents and papers which may relate to any arbitration, litigation, or the settlement of claims arising out of the performance of this contract or any subcontract shall continue until any appeals, arbitration, litigation or claims shall have been finally disposed of.

10. Public Records Compliance. Contractor shall comply with public records laws as set forth in Chapter 119, Florida Statutes, and shall specifically:

(a) Keep and maintain public records required by the City to perform the service.

(b) Upon request from the City's custodian of public records, provide the City with a copy of the requested record or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Section 119, Florida Statutes, or as otherwise provided by law.

(c) Ensure that public records that are exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Contract term and following completion of the Contract if the Contractor does not transfer the records to the City.

(d) Upon completion of the Contract, Contractor shall transfer to the City, at no cost, all public records in possession of the Contractor and destroy any duplicate public records that are exempt from public records disclosure requirements. All records stored electronically must be provided to the City, upon request from the City's custodian of public records, in a format that is compatible with the information technology systems of the City.

If Contractor does not comply with a public records request, the City shall deem the non-compliance a breach of this Contract, and the Contractor may be subject to penalties under Section 119.0701, Florida Statutes.

CONTRACTOR QUESTIONS RELATING TO CONTRACTOR'S DUTIES TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT MUST BE FORWARDED TO THE OFFICE OF THE CITY CLERK, CITY HALL, 1000 CITY CENTER CIRCLE, PORT ORANGE, FLORIDA 32129; TELEPHONE: (386) 506-5563; E-MAIL: CITYCLERK@PORT-ORANGE.ORG.

11. Termination for Non-Appropriation of Funds

(a) If funds are not appropriated for any succeeding fiscal years subsequent to the one in which this contract is entered into, for the purpose of this Contract, then the City may terminate this Contract upon thirty (30) days prior written notice to the Contractor. Should termination be accomplished in accordance with this Section, the City shall be liable only for payments due through the date of termination.

(b) The City agrees that should it terminate in accordance with this Section, it shall not obtain services which are substantially equal to or similar to those for which this contract was entered into. This provision shall survive any termination of the Contract.

12. Insurance. Contractor shall maintain insurance, as required herein, during the life of this Contract. Contractor shall provide to the City, a certificate of insurance endorsing the City of Port Orange as an additional named insured. All insurance coverages of the Contractor shall be primary and non-contributory. All insurance coverages of the Contractor shall not seek contribution from any other insurance or self-insurance available to the City. For workers' compensation coverage, the Contractor's insurance certificate shall include the insurer's waiver of subrogation in lieu of endorsing the City as an additional insured for workers' compensation. The City shall not accept Workers' Compensation Exemptions. Contractor may use leased employees if the Contractor ensures that all workers who access the jobsite are employees covered by the employee leasing company, and no non-employees are permitted to access the jobsite. Any Contractor using a leased employee shall complete the City's Leased Employee Affidavit Form Exhibit. Policies for Workers' Compensation may be issued by companies authorized as a group self-insurer by F.S. 440.572.

Policies other than Workers' Compensation shall be issued by insurers licensed and/or duly authorized under Florida Law to do business in the State of Florida and all insuring companies are required to have a minimum rating of "A-" in the "Best Key Rating Guide" published by A.M. Best & Company, Inc. Contractor shall not commence work under this Contract until the City has received a certificate or certificates of insurance with endorsement evidencing the required insurance. Insurer shall provide the City written notice of cancellation, nonrenewal or any other changes in coverage no later than thirty (30) days prior to the effective date of the change and shall provide notice to the City no later than 10 days after non-payment. The Certificates of Insurance and required insurance policies shall contain provisions that thirty (30) days prior written notice shall be given to the City of any cancellation, intent not to renew, or reduction in the policies or coverages.

Contractor shall require and ensure each of its subcontractors to maintain, until the completion of the subcontractor's work, insurance of the types and to the limits set forth herein. All insurance coverages shall be primary and non-contributory. All insurance coverages of the subcontractors shall not seek contribution from any other

insurance or self-insurance available to the City. The Contractor is responsible for ensuring that its subcontractors maintain the required coverage. Failure of the Contractor to ensure the subcontractors maintain the required coverage, shall not relieve the Contractor of any contractual responsibility, obligation or liability.

The City reserves the right to increase insurance coverage as determined for higher risk contracts.

The acceptance by the City of any Certificate of Insurance does not constitute approval or agreement by the City that the insurance requirements have been satisfied or that the insurance policy shown on the Certificate of Insurance is in compliance with this Contract and does not waive the insurance required by this Contract.

Should at any time the Contractor or subcontractors not maintain the insurance coverages required herein, the City may terminate the Contract or at its sole discretion shall be authorized to purchase such coverages and charge the Contractor for such coverages purchased. The City shall be under no obligation to purchase such insurance, nor shall it be responsible for the coverages purchased or the insurance company or companies used. The decision of the City to purchase such insurance coverages shall in no way be construed to be a waiver of any of its rights under the Contract.

Standard Insurance Requirements											
	Insurance	Standards	Additional Requirements								
☒	<u>Workers' Compensation</u> The Contractor shall maintain coverage for its employees with statutory workers' compensation limits, and no less than the limits indicated in the Schedule of Limits for Employers' Liability. Said coverage shall include a waiver of subrogation in favor of the City. The City will not accept elective exemptions. Any contractor using an employee leasing company shall complete the Leased Employee Affidavit Form Exhibit.	<table><tr><td><u>Contract Amount</u></td><td><u>Limits</u></td></tr><tr><td>Up to \$10 million</td><td>Statutory/\$500,000</td></tr><tr><td>\$10 - \$20 million</td><td>Statutory/\$1,000,000</td></tr><tr><td colspan="2">Contracts over \$20 million To Be Determined by the City.</td></tr></table>	<u>Contract Amount</u>	<u>Limits</u>	Up to \$10 million	Statutory/\$500,000	\$10 - \$20 million	Statutory/\$1,000,000	Contracts over \$20 million To Be Determined by the City.		☐ If Contract requires work on or about navigable waters, Longshoreman's and Harbor Workers' Coverage required. ☐ If vessels involved, Jones Act coverage with limits of \$500,000 required.
<u>Contract Amount</u>	<u>Limits</u>										
Up to \$10 million	Statutory/\$500,000										
\$10 - \$20 million	Statutory/\$1,000,000										
Contracts over \$20 million To Be Determined by the City.											
☒	Comprehensive General Liability (including Completed Operations and Contractual Liability)	<u>Limits:</u> Combined Single Limit Bodily Injury and Property damage \$1,000,000 occurrence \$1,000,000 aggregate	☐ When work is on or under Railroad rights of way or properties, the Contractor shall take out and maintain during the life of the Contract, Railroad protective liability and property damage insurance in amounts as requested by the Railroad.								
☒	Comprehensive Business, Automobile Liability to include all owned, hired and non-owned automobiles.	<u>Limits:</u> Auto Liability Bodily Injury and Property Damage: \$1,000,000 each occurrence \$1,000,000 aggregate									
Additional Insurance Requirements											

☐	Property Insurance Builders Risk. <u>Additional Coverage:</u>	Limits: Buildings - Completed value of Contract. "All Risk" coverage on latest ISO for or its equivalent. Permission granted to occupy. Owner named as insured AIMA	If Agreement requires handling or installation of Owner's equipment, coverage should be furnished on "All Risk" form, including transit and Owner shall be named.
☐	Professional Liability	Limits: Coverage - \$1,000,000	
☐	Installation Floater (IT)	Limits: Coverage - \$ <u>To be determined.</u>	
☐	Contractor Pollution Liability	Limits: Coverage - \$1,000,000	
☐	Errors and Omissions	Limits: Coverage - \$1,000,000	
☐	Umbrella Policy	Limits: Coverage - \$ <u>To be determined.</u>	
☐	Payment and Performance Bond Required	Limits: Coverage - Equal to amount of Contract.	
☐	City Manager waives Payment and Performance Bond for work under \$25,000.00.		
☐	Unless otherwise required by law, City Manager waives Insurance for FOB goods under \$25,000.00.		

13. A Contract for the purchase of supplies shall be governed by the City of Port Orange Code of Ordinances, as amended, and such supplies shall be deemed "goods," as defined therein.

14. Assignability of Contract. Neither this contract, nor any part hereof, may be assigned by the Contractor to any other party without the express written approval of the City Council.

15. Modifications or Changes to this Contract

(a) Change Orders. The Department Head, with the concurrence of the City's signatory as required by the City's Purchasing Policy, shall without notice to any sureties, have the authority to order changes in this Contract which affect the cost or time of performance. Such changes shall be ordered in writing specifically designated to be a change order. Such orders shall be limited to reasonable changes in the services to be performed or the time of the performance. The City will not be held liable for any changes which have not been properly authorized and approved in accordance with this Contract.

(b) If any change under this clause causes an increase or decrease in Contractor's cost of, or time required for the performance of the work hereunder, Contractor shall receive an equitable adjustment in accordance with subparagraph (d), which shall include all compensation to the Contractor, or the City, of any kind in connection with such change, including all costs and damages related to or incidental to such change.

(c) Contractor need not perform any work described in any change order unless it has received a certification from the City that there are funds budgeted and appropriated sufficient to cover the cost of such changes.

(d) No claim for changes ordered hereunder shall be considered if made after final payment in accordance with the Contract.

16. Sovereign Immunity. The City expressly retains all rights, benefits and immunities of sovereign immunity in accordance with Section 768.28, Florida Statutes. Notwithstanding anything set forth in any section of this Contract to the contrary, nothing in this Contract shall be deemed as a waiver of immunity or limits of liability of the City beyond any statutory limited waiver of immunity or limits of liability which may have been adopted by the Florida Legislature or may be adopted by the Florida Legislature and the cap on the amount and liability of the City for damages regardless of the number or nature of claims in tort or equity shall not exceed the dollar amount set by the legislature

for tort. Nothing in this Contract shall inure to the benefit of any third party for the purpose of allowing any claim against the City which would otherwise be barred under the Doctrine of Sovereign Immunity or operation of law.

17. Warranties. Contractor warrants that (1) the supplies to be provided to the City pursuant to this Contract are fit and sufficient for the purpose intended; (2) the supplies are merchantable, of good quality, and free from defects, whether patent or latent, in material or workmanship, and (3) the supplies sold to the City pursuant to this Contract conform to the standards required by this Contract.

Contractor further warrants that Contractor has title to the supplies provided, and that the supplies are free and clear of all liens encumbrances, and security interests. All warranties made in this Contract, together with service warranties and guarantees, shall run to the City and its successors and assigns.

18. Additional Warranties. Contractor further expressly warrants that materials and workmanship are warranted from defect for a one-year period. This is a minimum acceptable warranty.

19. Additional Bond Security. If any surety bond furnished in connection with this Contract becomes unacceptable to the City, Contractor shall promptly furnish such additional security as may be required from time to time to protect the interests of the City and a person supplying labor and materials in the prosecution of work contemplated by this Contract. Contractor expressly acknowledges that if the work to be performed hereunder is a public work, a Payment and Performance Bond, in accordance with Florida Statutes Section 255.05, in a form acceptable to the City, shall be provided and recorded with the Clerk of Volusia County at Contractors expense.

20. Inspection

(a) All supplies (which term throughout this clause includes without limitation raw materials, components, intermediate assemblies, and their products) shall be subject to inspection and test by the City, to the extent practicable at all times and places including the place of manufacturer, and in any event prior to acceptance.

(b) In the event any supplies or lots of supplies are defective in material or workmanship, or otherwise not in conformity with the requirements of this Contract, the City shall have the right either to reject them (with or without instructions as to their disposition) or to require their correction. Supplies or lots of supplies which have been rejected or required to be corrected shall be removed or, if permitted or required by the Finance Director, corrected in place by and at the expense of Contractor promptly after notice, and shall not thereafter be tendered for acceptance unless the former rejection or requirement of correction is disclosed. If Contractor fails promptly to remove such supplies or lots of supplies which are required to be removed or promptly to replace or correct such supplies or lots of supplies, the City may either (i) by contract or otherwise replace or correct such supplies and charge Contractor the cost for such replacement or correction; or (ii) may terminate this Contract for default as provided in the clause of this Contract entitled "Termination for Default." Unless Contractor corrects or replaces such supplies within the delivery schedule, the Finance Director may require the delivery of such supplies at a reduction in price, which is equitable under the circumstances. Acceptance or rejection of the supplies shall be made as promptly as practicable after delivery, except as otherwise provided in this Contract. Failure to inspect and accept or reject supplies shall neither relieve Contractor from responsibility for such supplies as are not in accordance with the Contract requirements nor impose liability on the City therefor.

(c) The inspection and test by the City of any supplies or lots thereof does not relieve Contractor from any responsibility regarding defects or other failures to meet the Contract requirements, which may be discovered prior to acceptance. Except as otherwise provided in this Contract, acceptance shall be conclusive except as regards latent defects, fraud, or such gross mistakes as amount to fraud.

21. Liability for Loss or Damage.

(a) Contractor shall be liable for any loss of, or damage to, City property caused by the negligence, recklessness, or intended wrongful misconduct of Contractor, his/its agents, servants and employees and shall indemnify and save the City harmless against all actions, proceedings, claims, demands, costs, damages and expenses, including attorney's fees, by reason of any suit or action brought for any actual or alleged injury to or death of any person or damage to property other than City property, resulting from the performance of the Contract by Contractor, his/its agents, servants and employees. Contractor shall submit a full written report to the Finance Director within twenty-four (24) hours following the occurrence of such damage, loss or injury.

(b) To the fullest extent permitted by law, in addition to the express duty to indemnify City when there is any causal connection between Contractor's work and any injury, loss, damage, death or property damage, Contractor expressly undertakes a duty to defend City as a separate duty, independent of and broader than the duty to indemnify. The duty to defend agreed to by Contractor hereby expressly include all costs of litigation, attorney's fees, settlement costs and reasonable expenses in connection with the litigation, whether or not the claims made for loss, injury, damage or property damage are valid or groundless and regardless of whether the defense of City is maintained by the City or assumed by Contractor as long as the claims made could be causally connected to Contractor as reasonable determined by City.

22. Non-discrimination. During the performance of this Contract, Contractor agrees as follows:

(a) Contractor will not discriminate against any employee or applicant for employment because of race, religion, color, sex, disability, marital status, age or national origin, except where such is a bona-fide occupational qualification reasonably necessary to the normal operation of Contractor. Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause. Contractor agrees and fully supports and complies with the Americans with Disabilities Act of 1990.

(b) Contractor shall state in all solicitations or advertisements for employees placed by or on behalf of Contractor that Contractor is an equal opportunity employer.

(c) Notices, advertisements and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient compliance with this provision. Contractor shall include the provisions of the foregoing subparagraphs (a), (b), and (c) in every subcontract or purchase order of over \$10,000 so that the provisions will be binding upon each subcontractor or vendor.

23. Disputes. The City Manager, who shall reduce his decision to writing and mail or otherwise furnish a copy thereof to Contractor, shall decide disputes with respect to this Agreement. The decision by the City Manager shall be final and binding unless, within five (5) business days from the date of delivery of the decision of the City Manager, appeal is made to the City Council in writing and delivered to the City Clerk, Robin L. Fenwick, CMC. The decision of the City Council shall be final and binding unless set aside by a court of competent jurisdiction as fraudulent, capricious, arbitrary, or so grossly erroneous as necessary to imply bad faith, or not to be supported by any evidence.

24. Force Majeure. Neither party shall be liable for any delay in performance or failure to perform any obligation hereunder if, and to the extent that, such failure or delay is caused by an event of Force Majeure. Force Majeure shall mean any act, event or condition that is beyond the party's reasonable control, that materially and adversely affects the party's ability to perform its obligations hereunder, and that is not the result of the party's willful neglect, error, omission or failure to exercise reasonable due diligence.

25. Controlling Law. THIS AGREEMENT CONTAINS IMPORTANT MATTERS AFFECTING LEGAL RIGHTS AND IS ACCEPTED AND ENTERED INTO IN FLORIDA AND ANY QUESTION REGARDING ITS VALIDITY, CONSTRUCTION, ENFORCEMENT, OR PERFORMANCE SHALL BE GOVERNED BY FLORIDA LAW. ANY LEGAL PROCEEDING ARISING FROM OR IN ANY WAY REGARDING THE AGREEMENT SHALL HAVE ITS VENUE LOCATED EXCLUSIVELY IN THE CIRCUIT COURT OF VOLUSIA COUNTY, FLORIDA, AND THE PARTIES HEREBY EXPRESSLY CONSENT AND SUBMIT THEMSELVES TO THE PERSONAL JURISDICTION AND VENUE OF THE COURT.

26. Additional Provisions. This Contract includes all additional provisions as may have been outlined in written quotes and purchase orders and any attachments or exhibits to this Contract whether delivered herewith or subsequently approved as a part hereof, such as drawings or technical specifications prepared in the performance of this work. In the event of a conflict between any attachments or exhibits to this Contract, and this Contract, the language of this Contract shall control.

27. Integration. This Contract and the documents incorporated herein by reference shall constitute the whole agreement between the parties. There are no promises, terms, conditions, or obligations other than those contained herein, and this Contract shall supersede all previous communications, representations, or agreements, written or verbal, between the parties hereto.

28. Notice. For purposes of this agreement, notices shall be sent as follows:

City:	City of Port Orange Attention: City Manager 1000 City Center Circle Port Orange, Florida 32129 (386) 506-5501
Copy to:	City of Port Orange Attention: Lynn Stevens, Public Works and Utilities Director 1000 City Center Circle Port Orange, Florida 32129 (386) 506-5575
Contractor:	Tomoka Construction Services, Inc. Attention: Garry K. White, Director 40 Holly Street Ormond Beach, Florida 32174 (386) 274-3120 kyle@tomokaconstruction.com

Any notice or other communication given under the Contract will be in writing and delivered by hand, sent by facsimile (provided acknowledgement of receipt thereof is delivered to the sender), sent by certified, registered mail, or sent by any nationally recognized overnight courier service to the addresses provided herein. The parties may, from time to time and at any time, change their respective addresses and each will have the right to specify as its address any other address by at least 10 days written notice to the other party.

29. Contract Construction

This 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 or e-mail of

an executed copy of this Agreement shall be deemed valid as if an original signature was delivered. No contract shall be formed between Contractor and the City until the City signs this Agreement.

30. Authority to Sign. Each person signing this Agreement warrants that he or she is duly authorized to do so and to bind the respective party to the Agreement.

[Remainder of this page intentionally left blank]

Witnesses:

TOMOKA CONSTRUCTION SERVICES, INC.

Printed Name: _____

By: _____

Garry K. White, Director

If this Contract is signed by an individual not identified as the President of the corporation in the records of the Florida Department of State, Division of Corporations, please provide written authorization for that individual to enter into contracts on behalf of the corporation.

Printed Name: _____

Date: _____

STATE OF FLORIDA
COUNTY OF VOLUSIA

The foregoing instrument was acknowledged before me by means of ____ physical presence or ____ online notarization, this ____ day of _____, 2020, by Garry K. White, as Director of Tomoka Construction Services, Inc., a Florida corporation. He is ____ personally known or ____ produced _____ as identification.

Notary Public, State of Florida

Printed, typed or stamped name, commission and expiration:

Witnesses:

CITY OF PORT ORANGE

Printed Name: _____

By: _____
M.H. Johansson, City Manager

Printed Name: _____

Date: _____

STATE OF FLORIDA
COUNTY OF VOLUSIA

The foregoing instrument was acknowledged before me by means of ____ physical presence or ____ online notarization, this ____ day of _____, 2020, by M.H. Johansson, as City Manager of the City of Port Orange, a Florida municipal corporation, on behalf of the city. He is ____ personally known or ____ produced _____ as identification.

Notary Public, State of Florida

Printed, typed or stamped name, commission and expiration:

Witnesses:

ATTEST:

Printed Name: _____

By: _____
Robin L. Fenwick, MMC, City Clerk

Printed Name: _____

Date: _____

STATE OF FLORIDA
COUNTY OF VOLUSIA

The foregoing instrument was acknowledged before me, by means of ____ physical presence or ____ online notarization, this ____ day of _____, 2020, by Robin L. Fenwick, as City Clerk of the City of Port Orange, a Florida municipal corporation, on behalf of the city. She is ____ personally known or ____ produced _____ as identification.

Notary Public, State of Florida

Printed, typed or stamped name, commission and expiration:

EXHIBIT “1”

Scope of Services signed and dated April 6, 2020 by the Contractor,
and Graphic

Consisting of 2 Pages



CITY OF PORT ORANGE

1000 CITY CENTER CIRCLE
PORT ORANGE, FLORIDA 32129
TELEPHONE 386-506-5500
FAX 386-756-5290
www.Port-Orange.org

March 26, 2020

16" & 12" Valve Replacement at Fleming Ave and Halifax Dr.

Scope of Services

Provide all labor and equipment necessary to perform the work as shown on the attached drawings and as listed below. The City of Port Orange will provide all materials listed below as well as having a Vac Truck and operator present during construction to aid the contractor. The project includes but is not limited to the following.

1. Dewatering
2. Remove & Replace existing 12" MJ Gate Valve
3. Install 16" x 6" MJ TEE
4. Install 6" Gate Valve on 6" branch of 16"x6" TEE
5. Install 6" DIP and blind flange
6. Install 16" MJ Gate valve
7. Backfill, compact and restore the site
8. Maintenance of Traffic
9. City Provided Materials
 - a. 16" Gate Valve
 - b. 12" Gate Valve
 - c. 6" Gate Valve
 - d. 16"x6" MJ TEE
 - e. 16" MJ Sleeve
 - f. 12" MJ Sleeve
 - g. 6" DIP & Blind Flange
 - h. All bolt kits and gaskets necessary

Lump sum price quote \$ 18,700.⁰⁰

Eighteen thousand seven hundred

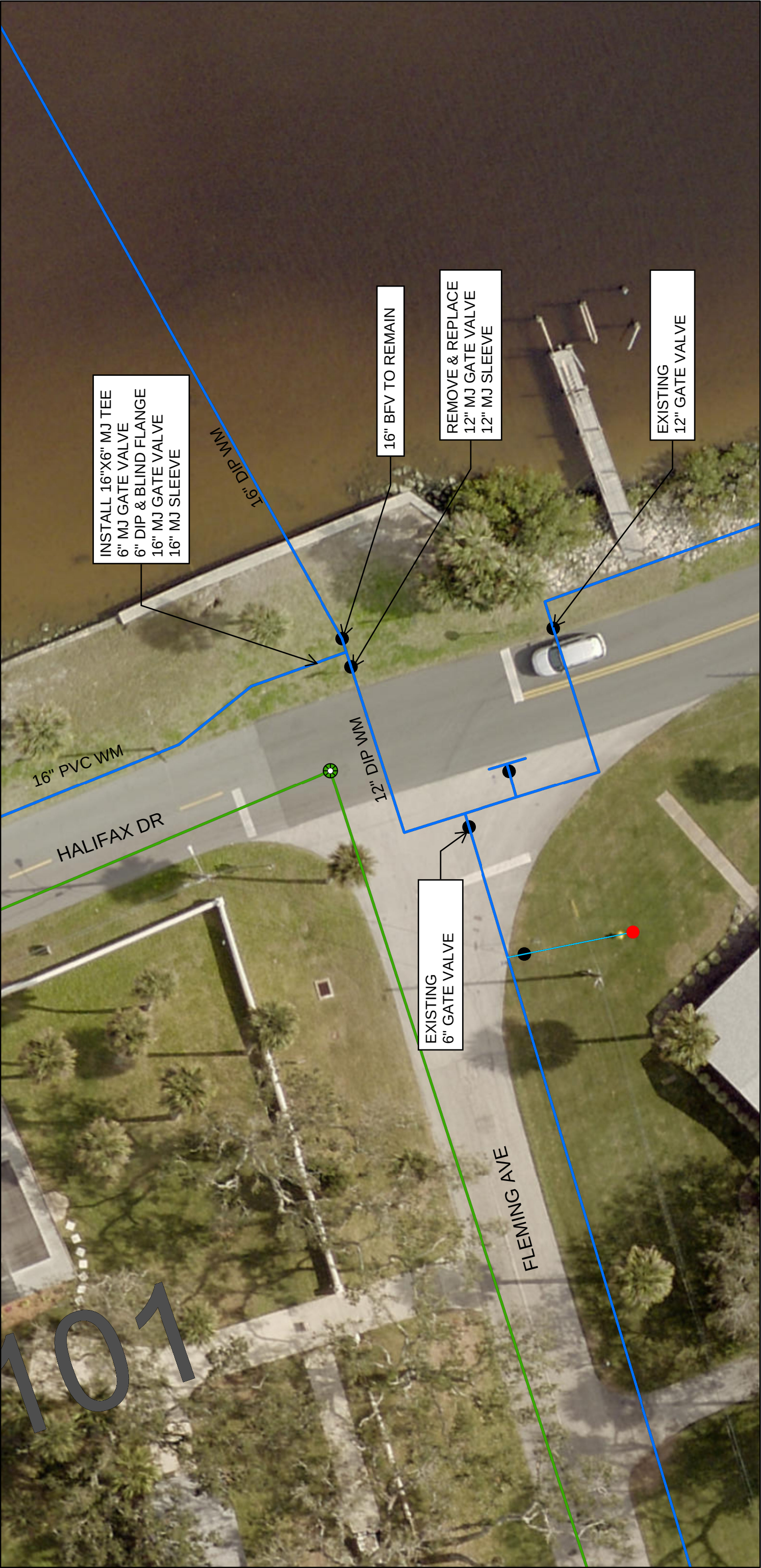
Contractor Name Tomoka Construction Services Inc.

Date 04/06/2020

Signature of Contractor [Signature]

If emailing quote send to: jureed@port-orange.org

Fleming Ave & Halifax Dr Valve Replacement



3/26/2020, 3:31:06 PM

- Private_Utility_Areas

Enclosed Storage Facility

TreatmentPlant

Water Valve

Abandoned

Lateral Line

Fire Hydrant

Private Utility Areas

Well

Water Line

<all other values>

Active
- Private Lift Station
- Gravity Main
- Force Main
- Lift Station

Force Main Valve

Treatment Plant

Manhole

1:300

0 15 30 60 ft

0 5 10 20 m

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State of Florida, Microsoft, Maxar | Esri, HERE, iPC | Esri, HERE, Garmin, iPC |

Web AppBuilder for ArcGIS

EXHIBIT "2"

Payment and Performance Bond

Consisting of 4 Pages

FRONT PAGE FOR BOND REQUIRED BY SECTION 255.05, F.S.

PAYMENT AND PERFORMANCE BOND

(Public Works)

Notice and Time Limitations Must Be In Accordance
With Section 255.05(2), (8) and (10), Florida Statutes

BOND NO. _____

PRINCIPAL:

Developer or Contractor: Tomoka Construction Services, Inc.
Principal Business Address: 40 Holly Street
Ormond Beach, Florida 32174
Contact Person: Garry K. White, President
Phone Number: (386) 274-3120

SURETY:

Address: _____

Contact Person: _____
Phone Number: _____

OWNER:

City of Port Orange, Florida, a chartered municipal corporation
1000 City Center Circle
Port Orange, Florida 32129-4144
Contact Person: City Manager
Phone Number: (386) 506-5501

Amount: \$18,700.00

City Project Number: PO-000408 16" and 12" Valve Replacement at Fleming Avenue and Halifax Drive

Description of Work: 16" and 12" Valve Replacement at Fleming Avenue and Halifax Drive

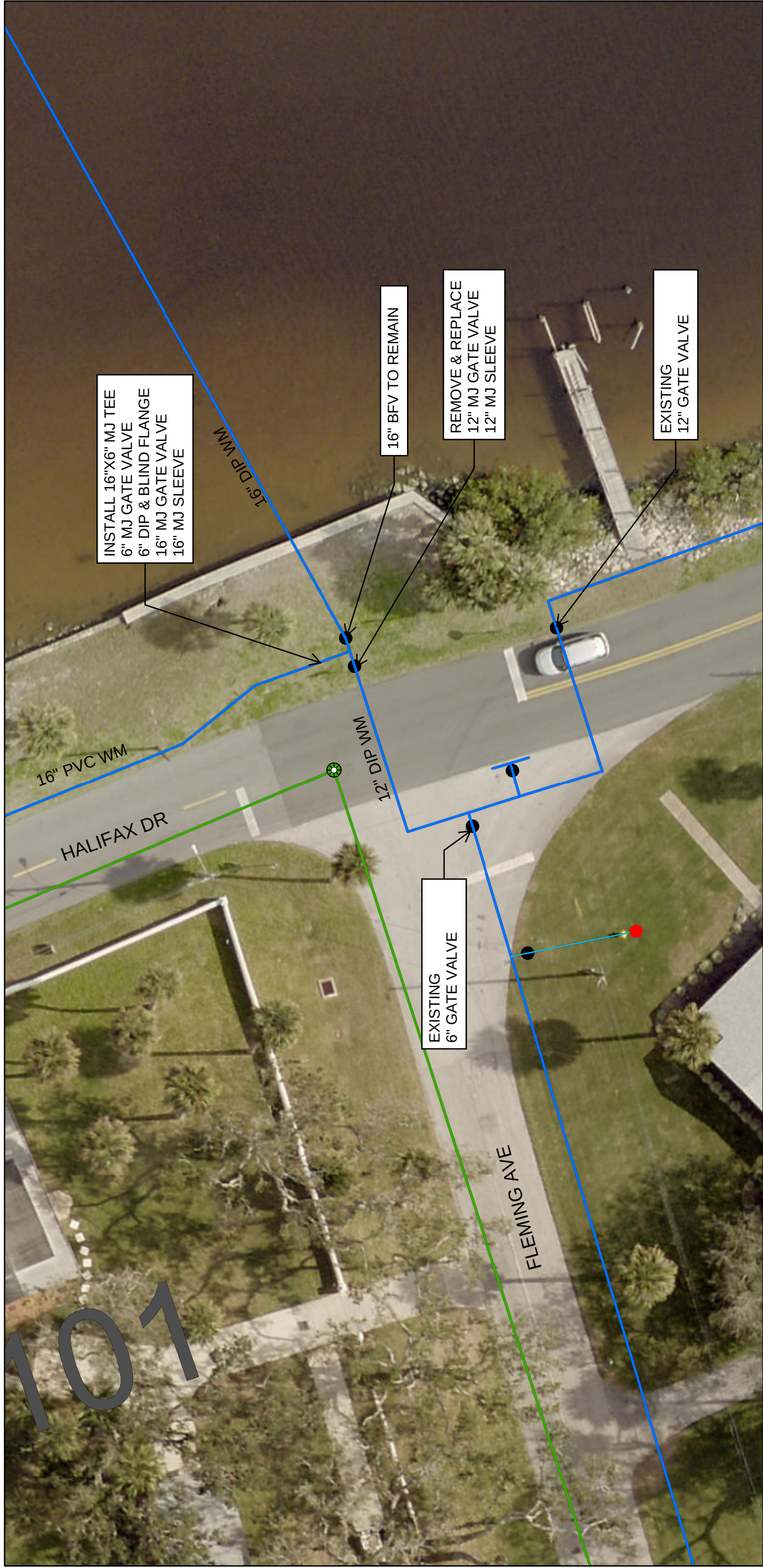
Project Location: Portions on Fleming Avenue & Halifax Drive, Port Orange, Volusia County, Florida.

Legal Description: Portions on Fleming Avenue & Halifax Drive, as further described in Location Map, Port Orange, Volusia County, Florida, for all Public Works as identified in 16" & 12" Valve Replacement at Fleming Avenue and Halifax Drive.

Front Page

All other pages are subsequent to this page regardless of any numbers that may be printed thereon.

Fleming Ave & Halifax Dr Valve Replacement



3/26/2020, 3:31:06 PM

Private_Utility_Areas

Enclosed Storage Facility

 TreatmentPlant

- Water Valve

Abandoned

— Lateral Line

● Fire Hydrant

 Private Utility Areas

■ Private Lift Station

Gravity Main

Force Main

 Lift Station

▲ Force Main Valve

WTP

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99	99	99	99
100	100	100	100

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Web AppBuilder for ArcGIS

State of Florida, Microsoft, Maxar | Esri, HERE, iPC | Esri, HERE, Garmin, iPC |

Tomoka Construction Services, Inc.

16" and 12" Valve Replacement at Fleming Avenue and Halifax Drive

Bond No. _____

COMBINATION PAYMENT AND PERFORMANCE BOND FOR PUBLIC CONSTRUCTION

per Section 255.05, Florida Statutes
Guaranty for Construction of Public Improvements

BY THIS BOND, We, **Tomoka Construction Services, Inc.**, as Principal, and _____, a corporation, as Surety, are bound to **CITY OF PORT ORANGE, FLORIDA**, a Florida municipal corporation, herein called "Owner" or sometimes referred to as "City," in the sum of **EIGHTEEN THOUSAND SEVEN HUNDRED AND 00/100 DOLLARS (\$18,700.00)**, for payment of which we bind ourselves, our heirs, personal representatives, successors, and assigns, jointly and severally.

THE CONDITION OF THIS BOND is that if Principal:

1. Performs the terms of that certain Standard Contract for Services, having an effective date of _____, entered into by and between the Principal and the City, for 16" & 12" Valve Replacement at Fleming Avenue and Halifax Drive, hereinafter referred to as the "Contract," being made a part of this bond by reference, at the times and in the manner prescribed in the Contract; and
2. Promptly makes payments to all claimants, as defined in Section 255.05(1), Florida Statutes, supplying Principal with labor, materials, or supplies, used directly or indirectly by Principal in the prosecution of the work provided for in the Contract (the "Work"); and
3. Pays Owner all losses, damages, delay damages (including contractually authorized liquidated damages), expenses, costs, and attorney's fees, including appellate proceedings, that Owner sustains because of a breach or material breach by Principal under the Contract documents; and
4. Performs the guarantee of all work and materials furnished under the Contract for the time specified in the Contract, then this bond is void; otherwise it remains in full force.

Notice of Nonpayment and Time Limitations

Any action instituted by a claimant under this bond for payment must be in accordance with the notice and time limitation provisions in Sections 255.05(2), (8) and (10), Florida Statutes.

Any changes in or under the contract documents and compliance or noncompliance with any formalities connected with the contract or the changes does not affect Surety's obligation under this bond.

IN WITNESS WHEREOF, this performance and payment bond is executed and shall be deemed an original, this _____, day of _____, 2020.

Attest:

TOMOKA CONSTRUCTION SERVICES, INC.
(Principal)

(As to Corporate Principal) Secretary

By: _____
Garry K. White, President

(Witness to Principal)

(Corporate Seal)

(Surety)

(Witness to Surety)

By: _____
Name: _____
(Attorney-in-Fact)

(Corporate Seal)

NOTE: **Date of BOND must not be prior to date of Contract.** If Developer/Principal is Partnership, all partners should execute BOND. All BONDS signed by an agent must be accompanied by a certified copy of the authority to act.

IMPORTANT: Surety companies executing BONDS must appear on the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in the State of Florida.

LEASED EMPLOYEE AFFIDAVIT FORM EXHIBIT

CONTRACT # _____

I affirm that an employee leasing company provides my workers' compensation coverage. I further understand that my contract with the employee leasing company limits my workers' compensation coverage to enrolled worksite employees only. My leasing arrangement does not cover un-enrolled worksite employees, independent contractors, uninsured sub-contractors or casual labor exposure.

I hereby certify that 100% of my workers are covered as worksite employees with the employee leasing company. I certify that I do not hire any casual or uninsured labor outside the employee leasing arrangement. I agree to notify the City in the event that I have any workers not covered by the employee leasing workers' compensation policy. In the event that I have any workers not subject to the employee leasing arrangement, I agree to obtain a separate workers' compensation policy to cover these workers. I further agree to provide the City with a certificate of insurance providing proof of workers' compensation coverage prior to these workers entering any City jobsite.

I further agree to notify the City if my employee leasing arrangement terminates with the employee leasing company and I understand that I am required to furnish proof of replacement workers' compensation coverage prior to the termination of the employee leasing arrangement.

I certify that I have workers' compensation coverage for all of my workers through the employee leasing arrangement specified below:

Name of Employee Leasing Company: _____

Workers' Compensation Carrier: _____

A.M. Best Rating of Carrier: _____

Inception Date of Leasing Arrangement: _____

I further agree to notify the City in the event that I switch employee-leasing companies. I recognize that I have an obligation to supply an updated workers' compensation certificate to the City that documents the change of carrier.

Name of Contractor: _____

Signature of Owner/Officer: _____

Title: _____ Date: _____

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me by means of ____ physical presence or ____ online notarization, this ____ day of _____, 20__, by _____, as _____ of _____, a _____ corporation. He/She is ____ personally known or ____ produced _____ as identification.

Notary Public, State of _____
Printed, typed or stamped name, commission and expiration:



City of Port Orange Public Utilities and Works Department

TO: M.H. Johansson, City Manager

THRU: Lynn Stevens, Public Utilities and Works Director
Julia Wiggins, Public Utilities and Works Budget Analyst

FROM: Junos Reed, P.E., Public Utilities and Works Engineering and
Construction Manager

DATE: April 6, 2020

SUBJECT: Emergency Purchase Order Tomoka Construction - 12-Inch & 16-Inch
Valve Replacement Fleming Dr. & Halifax Ave.

REQUEST:

The Public Works & Utilities Department is requesting City Council approve the ratification of Tomoka Construction Emergency Purchase Order No PO-000408 to replace a 12-inch & 16-inch valves at the intersection of Fleming Dr. and Halifax Ave in the amount of \$18,700 and with a \$10,000 contingency for unforeseen conditions.

PURPOSE:

Replace valves at the intersection of Fleming & Halifax drive to be able to isolate the 16-inch water that crosses the Halifax River in order to disinfect and clear the potable water line for service.

CONSIDERATION:

The valves that need to be replaced are just to the west of the location that a 16-inch water main crosses the Halifax River. The City has spent that past three months locating and repairing leaks to the 16" watermain that crosses the Halifax River at Fleming Dr. This water main is one of two that feed potable water and fire protection to Ponce Inlet, Daytona Beach Shores, and Wilber by the Sea.

Now that the repairs have been made and the main is holding system pressure it needs to be disinfect and tested before it can be placed back in service. During this disinfection and testing; the line must remain isolated from the rest of the system. In preparation for the isolation of the main, Public Utilities Operations staff were testing the valves in the area to insure they were functioning properly.

During the testing it was determined that a 12-inch valve needed to be replaced and a 16-inch valve would be needed to isolate the system. The 12" valve is currently leaking past the packing. Once the valves are replaced and the system is fully isolated, the 16-inch water main that crosses the Halifax River will be disinfected, tested and placed back into service.

FUNDING:

Fund: 403

Fund Name: Water and Sewer R&R

Cost Center: Water / Sewer

Program: n/a

Spend Category: Water – Capital

Additional Work tag: URP011

RECOMMENDATION:

The Public Works & Utilities and Works Department recommends City Council approve the ratification of Tomoka Construction Emergency Purchase Order No PO-000408 to replace a 12-inch & 16-inch valves at the intersection of Fleming Dr. and Halifax Ave in the amount of \$18,700 and with a \$10,000 contingency for unforeseen conditions.

ANTICIPATED SCHEDULE:

- a) Emergency PO issued: April 7, 2020
- b) Notice to Proceed to be issued April 13, 2020
- c) Work to be completed within 30 days of NTP

ATTACHMENTS:

- a) Purchase Order
- b) Quotes
- c) Emergency Policy
- d) Email documentation



CITY OF PORT ORANGE

1000 CITY CENTER CIRCLE
PORT ORANGE, FLORIDA 32129
TELEPHONE 386-506-5500
FAX 386-756-5290
www.Port-Orange.org

March 26, 2020

16" & 12" Valve Replacement at Fleming Ave and Halifax Dr.

Scope of Services

Provide all labor and equipment necessary to perform the work as shown on the attached drawings and as listed below. The City of Port Orange will provide all materials listed below as well as having a Vac Truck and operator present during construction to aid the contractor. The project includes but is not limited to the following.

1. Dewatering
2. Remove & Replace existing 12" MJ Gate Valve
3. Install 16" x 6" MJ TEE
4. Install 6" Gate Valve on 6" branch of 16"x6" TEE
5. Install 6" DIP and blind flange
6. Install 16" MJ Gate valve
7. Backfill, compact and restore the site
8. Maintenance of Traffic
9. City Provided Materials
 - a. 16" Gate Valve
 - b. 12" Gate Valve
 - c. 6" Gate Valve
 - d. 16"x6" MJ TEE
 - e. 16" MJ Sleeve
 - f. 12" MJ Sleeve
 - g. 6" DIP & Blind Flange
 - h. All bolt kits and gaskets necessary

Lump sum price quote \$ 18,700.⁰⁰

Eighteen thousand seven hundred

Contractor Name Tomoka Construction Services Inc.

Date 04/06/2020

Signature of Contractor [Signature]

If emailing quote send to: jureed@port-orange.org



CITY OF PORT ORANGE

1000 CITY CENTER CIRCLE
PORT ORANGE, FLORIDA 32129
TELEPHONE 386-506-5500
FAX 386-756-5290
www.Port-Orange.org

March 26, 2020

16" & 12" Valve Replacement at Fleming Ave and Halifax Dr.

Scope of Services

Provide all labor and equipment necessary to perform the work as shown on the attached drawings and as listed below. The City of Port Orange will provide all materials listed below as well as having a Vac Truck and operator present during construction to aid the contractor. The project includes but is not limited to the following.

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 - c. 6" Gate Valve
 - d. 16"x6" MJ TEE
 - e. 16" MJ Sleeve
 - f. 12" MJ Sleeve
 - g. 6" DIP & Blind Flange
 - h. All bolt kits and gaskets necessary

Lump sum price quote \$ 32,500.00

Contractor Name Danus Utilities Inc.

Date 3-27-2020

Signature of Contractor [Signature]

If emailing quote send to: jureed@port-orange.org



CITY OF PORT ORANGE

1000 CITY CENTER CIRCLE
PORT ORANGE, FLORIDA 32129
TELEPHONE 386-506-5500
FAX 386-756-5290
www.Port-Orange.org

March 30, 2020

16" & 12" Valve Replacement at Fleming Ave and Halifax Dr.

Scope of Services

Provide all labor and equipment necessary to perform the work as shown on the attached drawings and as listed below. The City of Port Orange will provide all materials listed below as well as having a Vac Truck and operator present during construction to aid the contractor. The project includes but is not limited to the following.

1. Dewatering
2. Remove & Replace existing 12" MJ Gate Valve
3. Install 16" x 6" MJ TEE
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 - c. 6" Gate Valve
 - d. 16"x6" MJ TEE
 - e. 16" MJ Sleeve
 - f. 12" MJ Sleeve
 - g. 6" DIP & Blind Flange
 - h. All bolt kits and gaskets necessary

Lump sum price quote \$ 55,889.00

Fifty Five Thousand, Eight Hundred Eighty Nine Dollars

Contractor Name General Underground, LLC

Date April 3rd, 2020

Signature of Contractor Chris Brown

If emailing quote send to: jureed@port-orange.org

Wiggins, Julia

From: Stevens, Lynn
Sent: Friday, April 3, 2020 12:27 PM
To: Reed, Junos; Wiggins, Julia
Cc: Parnell, Steve; Gardiner, Graeme
Subject: RE: 16" water line repairs

Follow Up Flag: Follow up
Flag Status: Flagged

Great. As soon as we get them, lets get it to Julia to process

Julia, just like purchasing the parts, this is an emergency. The current system is leaking and will let loose in the near future.

From: Reed, Junos <jureed@port-orange.org>
Sent: Friday, April 3, 2020 11:30 AM
To: Stevens, Lynn <lstevens@port-orange.org>
Cc: Parnell, Steve <sparnell@port-orange.org>; Gardiner, Graeme <ggardiner@port-orange.org>
Subject: RE: 16" water line repairs

We have received a quote from Danus Utilities and are currently waiting on quotes from General Underground and Tomoka Construction, I am expecting both of the others today. Danus's proposal is attached for your reference.

Thanks,
Junos

From: Stevens, Lynn <lstevens@port-orange.org>
Sent: Friday, April 3, 2020 11:13 AM
To: Reed, Junos <jureed@port-orange.org>; Parnell, Steve <sparnell@port-orange.org>; Gardiner, Graeme <ggardiner@port-orange.org>
Subject: 16" water line repairs

Where are we with a company to do the installation of the 12 and 16" valves at the river?

From: Neils, Scott <sneils@port-orange.org>
Sent: Friday, April 3, 2020 11:06 AM
To: Purchdiv <Purchdiv@port-orange.org>
Cc: Reyna-Coffin, Lupe <lcoffin@port-orange.org>; Wiggins, Julia <jwiggins@port-orange.org>; Fall, Kevin <kfall@port-orange.org>; Stevens, Lynn <lstevens@port-orange.org>; Barnett, Darlene <dbarnett@port-orange.org>; Sylvester, Alison <asylvester@port-orange.org>
Subject: Re: Req-000483 Core & Main

Please note Emergency request - should be in your queue now.
Scott

Dr. Scott R. Neils CPA CMA CGFO
CFO and Finance Director
City of Port Orange

1000 City Center Circle
Port Orange, FL 32129
386-506-5702 Phone
sneils@port-orange.org
www.port-orange.org

Core Values: Commitment, Adaptability, Respect, Ethics and Integrity



"An Investment in knowledge pays the best interest" - Benjamin Franklin

On Apr 3, 2020, at 10:58, Sylvester, Alison <asylvester@port-orange.org> wrote:

Done.

Alison M. Sylvester, MPA

Grants & Contracts Accountant | Capital Assets | Capital Projects
City of Port Orange
1000 City Center Circle | Port Orange, FL 32129
Office: 386.506.5706 | Email: asylvester@port-orange.org
Website: www.port-orange.org
<image002.jpg>

From: Reyna-Coffin, Lupe <lcoffin@port-orange.org>

Sent: Friday, April 3, 2020 10:56 AM

To: Wiggins, Julia <jwiggins@port-orange.org>; Fall, Kevin <kfall@port-orange.org>

Cc: Neils, Scott <sneils@port-orange.org>; Stevens, Lynn <lsteven@port-orange.org>; Sylvester, Alison <asylvester@port-orange.org>; Barnett, Darlene <dbarnett@port-orange.org>

Subject: RE: Req-000483 Core & Main

Done

Thanks

Lupe Reyna-Coffin

Budget Manager
(386) 506-5738

From: Wiggins, Julia <jwiggins@port-orange.org>

Sent: Friday, April 3, 2020 10:54 AM

To: Fall, Kevin <kfall@port-orange.org>; Reyna-Coffin, Lupe <lcoffin@port-orange.org>

Cc: Neils, Scott <sneils@port-orange.org>; Stevens, Lynn <lsteven@port-orange.org>; Sylvester, Alison <asylvester@port-orange.org>; Barnett, Darlene <dbarnett@port-orange.org>

Subject: FW: Req-000483 Core & Main
Importance: High

Kevin & Lupe

Please approve budget over ride on the above. This is now become an emergency.

Julia Wiggins
Business Manager
City of Port Orange
(386) 506-5751

www.port-orange.org

<image003.jpg>

From: Wiggins, Julia
Sent: Friday, April 3, 2020 10:52 AM
To: Barnett, Darlene <dbarnett@port-orange.org>; Purchdiv <Purchdiv@port-orange.org>; Neils, Scott <sneils@port-orange.org>; Sylvester, Alison <asylvester@port-orange.org>
Cc: lstevens@port-orange.org
Subject: RE: Req-000483 Core & Main
Importance: High

To All

See Below.

Lynn has requested this be treated as an emergency. It will be part of the final Halifax River Water Main Break ratification once it is completed and ready to be presented.

Any quests, please call

Julia Wiggins
Business Manager
City of Port Orange
(386) 506-5751

www.port-orange.org

<image003.jpg>

From: Stevens, Lynn <lstevens@port-orange.org>
Sent: Friday, April 3, 2020 10:49 AM
To: Wiggins, Julia <jwiggins@port-orange.org>; Barnett, Darlene <dbarnett@port-orange.org>
Cc: Neils, Scott <sneils@port-orange.org>
Subject: RE: Req-000483 Core & Main

Julia, this is now an emergency purchase order. The existing valve is leaking and without this work, it will put 12 houses out of water. We would have no way to repair it without these parts....please everyone, expedite.

From: Wiggins, Julia <jwiggins@port-orange.org>

Sent: Friday, April 3, 2020 10:46 AM

To: Barnett, Darlene <dbarnett@port-orange.org>

Cc: Neils, Scott <sneils@port-orange.org>; Stevens, Lynn <lstevens@port-orange.org>

Subject: Req-000483 Core & Main

Darlene

The above requisition is at your level for a budget override. Can you please move it forward? These materials are needed for additional repairs relating to the Halifax River Water Main Break. There is a department justification memo attached should you need additional information. We have a budget resolution on CivicClerk to move an additional \$100,000 out of fund balance so I know there is sufficient funds.

Call if you have any questions.

Thank you and stay healthy.

Julia Wiggins
Business Manager
City of Port Orange
(386) 506-5751

www.port-orange.org

<image003.jpg>



CITY OF PORT ORANGE

1000 CITY CENTER CIRCLE
PORT ORANGE, FLORIDA 32129
TELEPHONE (386) 506-5500
FAX (386) 756-5699

Notice to Proceed

April 8, 2020

Kyle Hall
Tomoka Construction Services, Inc
40 Holly Street
Ormond Beach, FL 32174

Notice to proceed on: PO-000408 12-inch & 16-inch Valve Replacement

You are hereby notified that the Contract Time under the above purchase order will commence to run on April 14, 2020. On this date, you are to start performing the work and your other obligations under Purchase Order 000408, the completion date is May 14, 2020

Please acknowledge receipt of this notice by signing below, scanning and returning a copy via email. If there are any questions, please contact me.

City's Representative:

Junos Reed, P.E.
Public Works & Utilities Engineering and Construction Manager

Acknowledgement

Receipt of the above "NOTICE TO PROCEED" is hereby acknowledge by

Tomoka Construction Services, Inc
(Firm's Name)

Sign & Date:

04/08/2020, Title: PM



CITY COUNCIL AGENDA ITEM

REQUESTED COUNCIL MEETING DATE 3/17/2020

Consent item: Yes

SUBJECT: (B9) Resolution No. 20-8 - Appropriate Fund Balance from Water and Sewer Fund (401) to cover River Water Main Repairs - Project URP011

DEPARTMENT: Finance

GOAL:

RECOMMENDED MOTION: Move to approve Resolution No. 20-8 to appropriate funds from the Water and Sewer fund balance for the emergency repair of the 16" water main underneath the Halifax River.

SUMMARY: Appropriate funds from the Water and Sewer fund balance for the emergency repair of the 16" water main underneath the Halifax River.

Project No.: Funding Account No.:

Presenter: Scott Neils, Lynn Stevens

ATTACHMENTS:

1.	h1 revised Bud Reso 20-8 - River Main Break Repairs CC 03-17-20	h1 revised Bud Reso 20-8 - River Main Break Repairs CC 03-17-20.docx
2.	h1 revised Bud Reso 20-8 Composite Exh A CC 03-17-20	h1 revised Bud Reso 20-8 Composite Exh A CC 03-17-20.xlsx

Julia Wiggins	Created/Initiated - 2/24/2020
Kynah Cockcroft	Approved - 2/25/2020
Julia Wiggins	Approved - 3/2/2020
Lynn Stevens	Approved - 3/2/2020
Kevin Fall	Approved - 3/2/2020
Scott Neils	Approved - 3/9/2020
Matthew Jones	Approved - 3/10/2020
Jake Johansson	Approved - 3/10/2020
Robin Fenwick	Final Approval - 3/10/2020

RESOLUTION NO. 20-8

A RESOLUTION OF THE CITY OF PORT ORANGE, VOLUSIA COUNTY, FLORIDA, APPROPRIATING CAPITAL FUNDS FOR THE FISCAL YEAR 2020 BUDGET; TO BUDGET FOR REVENUE FROM THE EXISTING FUND BALANCE IN THE AMOUNT OF \$250,000 IN THE WATER AND SEWER OPERATIONS AND MAINTENANCE REVENUE FUND (401) AND APPROPRIATE TO THE INTERFUND TRANSFER EXPENDITURE ACCOUNT WITHIN THE WATER AND SEWER OPERATIONS AND MAINTENANCE REVENUE FUND (401); TO BUDGET REVENUE IN THE INTERFUND TRANSFER ACCOUNT AND TO APPROPRIATE TO PROJECT CAPITAL OUTLAY FOR THE RIVER WATER MAIN REPAIR PROJECT (URP011) WITHIN THE WATER AND SEWER RENEWAL AND REPLACEMENT FUND (403); SETTING FORTH REVENUES AND EXPENDITURES; AND PROVIDING FOR AN EFFECTIVE DATE;

WHEREAS, The City Council desires to designate and appropriate fund balance in the amount of \$250,000 in the Water and Sewer Operations and Maintenance Fund (401) and to designate and appropriate the transfer of such funds from the Water and Sewer Operations and Maintenance Revenue Fund (401) to the Water and Sewer Renewal and Replacement Fund (403) to provide additional funding for the River Water Main Repair Project (URP011); and

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

Section 1. The funds for the City capital items are hereby appropriated as set forth in Composite Exhibit A, attached hereto, which reflects revenues and corresponding expenditures for the designated projects.

Section 2. The Budget item adopted in the preceding section shall govern the expenditures relating to such operations for the City during the current fiscal year effective October 1, 2019 through September 30, 2020.

Section 3. Supplemental appropriations, reductions of appropriations, emergency appropriations, and interdepartmental transfers of appropriations may be effected by the City Council and the City Manager as deemed necessary in strict compliance with the procedures specified in Chapter 2, Article VI, Division 3, Code of Ordinances, City of Port Orange, Florida.

Section 4. This resolution shall become effective immediately upon adoption.

MAYOR DONALD O. BURNETTE

ATTEST:

Robin L. Fenwick, MMC City Clerk

Adopted on the _____ day of

Reviewed and Approved: _____
Matthew J. Jones, City Attorney

FY2020 Water and Sewer Renewal and Replacement Fund - 403
 Prepared: March 13, 2020
 Finance: Finance Staff

	<u>Budget Increase / (Decrease)</u>
<u>Revenues:</u>	
Other Sources - Interfund Transfer Revenue	250,000
Total Revenues:	<u><u>\$ 250,000</u></u>
<u>Expenditures:</u>	
Capital Outlay - Water - Capital (Project URP011)	250,000
Total Expenditures:	<u><u>\$ 250,000</u></u>

To budget for the transfer of funds from the Water and Sewer Operations and Maintenance Revenue Fund (401) to provide additional funding for the River Water Main Repair Project URP011 within the Water and Sewer Renewal and Replacement Fund (403).

<u>Information for Budget Transfer</u>					
Type	Cost Center	Ledger Acct Summary	Rev / Spend Category	Project	Amount
Revenue	Other Sources - Non Operating	Interfund Transfer Revenue	N/A	N/A	250,000
Total Revenues:					250,000
Expense	Water and Sewer	600000 - Capital Outlay	Water- Capital Project	URP011	250,000
Total Expenditures:					250,000

FY2020 Water and Sewer Operations and Maintenance Revenue Fund - 401
 Prepared: 3/2/2020 (revised 3/13/20)
 Finance: Finance Staff

	<u>Budget Increase / (Decrease)</u>
<u>Revenues:</u>	
General Revenues - Other Financing Sources - Appropriated Equity	250,000
Total Revenues:	\$ 250,000
<u>Expenditures:</u>	
Capital Outlay - Water - Capital (Project URP011)	250,000
Other Financing Uses - Interfund Transfer Expense	250,000
Total Expenditures:	\$ 250,000

To budget for the use of Fund Balance and appropriate to the Interfund Transfer Expenditure account to provide additional funding for the River Water Main Repair Project URP011

<u>Information for Budget Transfer</u>					
Type	Cost Center	Ledger Acct Summary	Rev / Spend Category	Project	Amount
Revenue	General Revenues	Other Financing Sources	N/A	N/A	250,000
Total Revenues:					250,000
Expense	Other Financing Uses	Other Financing Uses	N/A	N/A	250,000
Total Expenditures:					250,000

FY2020 Water and Sewer Operations and Maintenance Revenue Fund - 401
 Prepared: 3/2/2020 (revised 3/13/20)
 Finance: Finance Staff

	Budget Increase / (Decrease)
Revenues:	
General Revenues - Other Financing Sources - Appropriated Equity	250,000
Total Revenues:	\$ 250,000
Expenditures:	
Capital Outlay - Water - Capital (Project URP011)	250,000
Other Financing Uses - Interfund Transfer Expense	250,000
Total Expenditures:	\$ 250,000

To budget for the use of Fund Balance and appropriate to the Interfund Transfer Expenditure account to provide additional funding for the River Water Main Repair Project URP011

Information for Budget Transfer					
Type	Cost Center	Ledger Acct Summary	Rev / Spend Category	Project	Amount
Revenue	General Revenues	Other Financing Sources	N/A	N/A	250,000
Total Revenues:					250,000
Expense	Other Financing Uses	Other Financing Uses	N/A	N/A	250,000
Total Expenditures:					250,000



CITY COUNCIL AGENDA ITEM

REQUESTED COUNCIL MEETING DATE 4/21/2020

Consent item: Yes

SUBJECT: (B9) Resolution No. 20-13 - Appropriate Fund Balance from Water and Sewer Fund (401) and transfer to the Water and Sewer Renewal and Replacement Fund (403) to cover emergency repairs to water main under Halifax River - Project URP011

DEPARTMENT: Finance

GOAL:

RECOMMENDED MOTION: Move to approve Resolution No. 20-13 to appropriate funds, \$100,000.00, from the Water and Sewer Fund balance for emergency repairs to water main underneath the Halifax River.

SUMMARY: Appropriate funds, \$100,000.00, from the Water and Sewer Fund balance (401)) and transfer to the Water and Sewer Renewal and Replacement Fund (403) to cover additional work required for the River Water Main Repairs - Project URP011

Project No.: Funding Account No.:

Presenter: Scott Neils, Lynn Stevens

ATTACHMENTS:

1.	Budget Resolution 20-13 - River Main Break Repairs	Bud Reso 20-13 - River Main Break Repairs CC 04-21-20.pdf
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Kynah Cockcroft
Julia Wiggins
Lynn Stevens
Kevin Fall
Scott Neils
Matthew Jones
Jake Johansson
Robin Fenwick

Created/Initiated - 3/12/2020
Approved - 4/6/2020
Approved - 4/6/2020
Approved - 4/8/2020
Approved - 4/8/2020
Approved - 4/10/2020
Approved - 4/13/2020
Final Approval - 4/13/2020

RESOLUTION NO. 20-13

A RESOLUTION OF THE CITY OF PORT ORANGE, VOLUSIA COUNTY, FLORIDA, APPROPRIATING CAPITAL FUNDS FOR THE FISCAL YEAR 2020 BUDGET; TO BUDGET FOR REVENUE FROM THE EXISTING FUND BALANCE IN THE AMOUNT OF \$100,000 IN THE WATER AND SEWER OPERATIONS AND MAINTENANCE REVENUE FUND (401) AND APPROPRIATE TO THE INTERFUND TRANSFER EXPENDITURE ACCOUNT WITHIN THE WATER AND SEWER OPERATIONS AND MAINTENANCE REVENUE FUND (401); TO BUDGET REVENUE IN THE INTERFUND TRANSFER ACCOUNT AND TO APPROPRIATE TO CAPITAL OUTLAY FOR THE RIVER WATER MAIN REPAIR PROJECT (URP011) WITHIN THE WATER AND SEWER RENEWAL AND REPLACEMENT FUND (403); SETTING FORTH REVENUES AND EXPENDITURES; AND PROVIDING FOR AN EFFECTIVE DATE;

WHEREAS, The City Council desires to designate and appropriate fund balance in the amount of \$100,000 in the Water and Sewer Operations and Maintenance Fund (401) and to designate and appropriate the transfer of such funds from the Water and Sewer Operations and Maintenance Revenue Fund (401) to the Water and Sewer Renewal and Replacement Fund (403) to provide additional funding for the River Water Main Repair Project (URP011); and

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

Section 1. The funds for the City capital items are hereby appropriated as set forth in Composite Exhibit A, attached hereto, which reflects revenues and corresponding expenditures for the designated projects.

Section 2. The Budget item adopted in the preceding section shall govern the expenditures relating to such operations for the City during the current fiscal year effective October 1, 2019 through September 30, 2020.

Section 3. Supplemental appropriations, reductions of appropriations, emergency appropriations, and interdepartmental transfers of appropriations may be effected by the City Council and the City Manager as deemed necessary in strict compliance with the procedures specified in Chapter 2, Article VI, Division 3, Code of Ordinances, City of Port Orange, Florida.

Section 4. This resolution shall become effective immediately upon adoption.

MAYOR DONALD O. BURNETTE

ATTEST:

Robin L. Fenwick, MMC City Clerk

Adopted on the _____ day of

Reviewed and Approved: _____
Matthew J. Jones, City Attorney

Composite Exhibit A

Resolution No. 20-13

FY2020 Water and Sewer Operations and Maintenance Revenue Fund - 401
 Prepared: April 8, 2020
 Finance: Finance Staff

	Budget Increase / (Decrease)
Revenues:	
Other Financing Sources - Appropriated Equity	100,000
Total Revenues:	\$ 100,000
Expenditures:	
Other Financing Uses - Interfund Transfer Expense	100,000
Total Expenditures:	\$ 100,000

To budget for the use of Fund Balance and appropriate to the Interfund Transfer Expenditure account to provide additional funding for the River Water Main Repair Project URP011 within the Water and Sewer Renewal and Replacement Fund (403)

Information for Budget Transfer					
Type	Cost Center	Ledger Acct Summary	Rev / Spend Category	Project	Amount
Revenue	General Revenues	380000 Other Financing Sources	Appropriated Equity	N/A	100,000
Total Revenues:					100,000
Expense	Water and Sewer	900000 - Interfund Transfer Exp	Interfund Transfer Exp	N/A	100,000
Total Expenditures:					100,000

FY2020 Water and Sewer Renewal and Replacement Fund - 403
 Prepared: April 8, 2020
 Finance: Finance Staff

	<u>Budget Increase / (Decrease)</u>
<u>Revenues:</u>	
Other Sources - Interfund Transfer Revenue	100,000
Total Revenues:	<u>\$ 100,000</u>
<u>Expenditures:</u>	
Capital Outlay - Water - Capital (Project URP011)	100,000
Total Expenditures:	<u>\$ 100,000</u>

To budget for the transfer of funds from the Water and Sewer Operations and Maintenance Revenue Fund (401) to provide additional funding for the River Water Main Repair Project URP011 within the Water and Sewer Renewal and Replacement Fund (403).

<u>Information for Budget Transfer</u>					
Type	Cost Center	Ledger Acct Summary	Rev / Spend Category	Project	Amount
Revenue	General Revenues	380000 - Other Financing Sources	Interfund Transfer - Rev	N/A	100,000
Total Revenues:					100,000
Expense	Water and Sewer Program - WS Distribution	600000 - Capital Outlay	Water - Capital 401-0200-533-63-97	URP011	100,000
Total Expenditures:					100,000

CPO Budget vs Actuals for Project

08:38 AM
04/23/2020
Page 1 of 1

Company: City of Port Orange
Project/Project Hierarchy: URP011 U RplcWtrMainBeforePaving
Plan Structure: Annual Budget Detail
Period: FY2020 - Sep
Book: Modified Accrual
Fund: 403 Water & Sewer R&R Fund
Include Only Capital Projects: Yes

Ledger Account	403 Water & Sewer R&R Fund									
	Adopted Budget	Budget Amendments	Current Budget	Actuals YTD	Actuals LTD	Commitments	Obligations	Actuals & Encumbrances	Budget Remaining	Budget Used (%)
Revenues	0	0	0	0	0	0	0	0	0	0.00%
Total revenues	0	0	0	0	0	0	0	0	0	0.00%
Operating Expenditures	0	0	0	0	0	0	0	0	0	0.00%
Personnel	0	0	0	0	0	0	0	0	0	0.00%
Capital Outlay	51,387	700,346	751,733	366,412	822,904	0	31,712	854,616	(102,883)	113.69%
600000:Capital Outlay	51,387	700,346	751,733	366,412	822,904	0	31,712	854,616	(102,883)	113.69%
Debt Service	0	0	0	0	0	0	0	0	0	0.00%
Total expenditures	51,387	700,346	751,733	366,412	822,904	0	31,712	854,616	(102,883)	113.69%
Other Financing Sources	0	0	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0	0	0.00%
Total Other Sources & Uses	0	0	0	0	0	0	0	0	0	0.00%
Net change	(51,387)	(700,346)	(751,733)	(366,412)	(822,904)	0	(31,712)	(854,616)	102,883	(113.69%)

403 - 2102,883 current -> Includes all expenses to date

+ 250,000 - Reso # 20-8

147,167

+ 100,000 - Res # 20-13

247,167

bal after Reso. are processed



CITY COUNCIL AGENDA ITEM

REQUESTED COUNCIL MEETING DATE 5/5/2020

Consent item: Yes

SUBJECT: (B8) Approval of Concurrency and Fair-Share Agreement for the Advent Health Port Orange Site Plan - Case No. 20-80000001

DEPARTMENT: Community Development

GOAL:

RECOMMENDED MOTION: Move to approve the Concurrency and Fair-Share Agreement for Advent Health Port Orange Site Plan

SUMMARY: The Advent Health Port Orange development project is proposed to be located on the east side of Williamson Boulevard, south of Taylor Road. The proposed Concurrency and Fair-Share Agreement has been prepared in conjunction with the site plan for the development of a 19,010 square-foot free-standing emergency building and a 31,042 square-foot medical office building on approximately 7.1 acres, along with associated on-site and off-site improvements. Access to the site will be provided along Williamson Boulevard via one full access driveway and one right-in driveway.

The Trip Generation and Distribution Study completed by LTG Engineering & Planning, anticipates impact to the Taylor Road/Williamson Boulevard intersection, Williamson Boulevard, and Taylor Road upon completion of the development (roadway segments with impacts shown on Sheet A2). Based on the TIA prepared, the developer is required to make a \$607,249 fair-share mitigation payment for the 138 PM peak hour trips generated per day from the development. The Concurrency and Fair-Share Agreement is to document the number of vested trips being used by the proposed facility and to mitigate the impact of the new traffic generated from the development. The developer's fair-share mitigation payment includes: 1) \$164,979 payment to the City for the Summer Trees Road project. This amount is calculated based on the number of trips traveling through the Taylor Road/Williamson Boulevard intersection; and 2) a \$442,270 payment to Volusia County for impacts to Williamson Boulevard, Taylor Road, and the Taylor Road/Williamson Boulevard intersection. According to Volusia County, the \$442,270 collected by the county will go to funding the widening of Taylor Road between Summer Trees Road and Spruce Creek Boulevard, a feasibility study for roadway improvements on Taylor Road between Dunlawton Avenue and Clyde Morris Boulevard, and/or design work for projects identified in the Taylor Road feasibility study. The Concurrency and Fair-Share Agreement has been executed by the property owner and is attached for review. Payment of the fair-share mitigation payment to the City and Volusia County is required prior to issuance of a Development Order for the site plan.

Project No.: Funding Account No.:

Presenter: Tim Burman

ATTACHMENTS:

1.	Concurrency and Fair Share Agreement with exhibits	Advent Fair Share.pdf
----	--	-----------------------

Tim Burman
Shannon Balmer
Jake Johansson
Robin Fenwick

Created/Initiated - 4/16/2020
Approved - 4/24/2020
Approved - 4/24/2020
Final Approval - 4/24/2020

CONCURRENCY AND FAIR SHARE AGREEMENT (Transportation)

This Concurrency and Fair Share Agreement (the "Agreement") made and entered into this ____ day of _____, 2020, by and between **CITY OF PORT ORANGE, FLORIDA**, a Chartered Florida Municipality located in Volusia County, Florida, 1000 City Center Circle, Port Orange, Florida 32129 (the "City"); and **MEMORIAL HEALTH SYSTEMS, INC.**, a Florida corporation whose address is 301 Memorial Medical Parkway, Daytona Beach, FL 32117 (the "Developer").

RECITALS

WHEREAS, attached to this Concurrency and Fair Share Agreement ("Agreement"), are exhibits describing in greater detail the parties hereto, real property, traffic study and transportation improvements which are referenced throughout this Agreement. The parties agree that all attached exhibits have been reviewed and previously approved by the parties and their respective professional consultants, and all cumulative information set forth or otherwise referenced therein is deemed incorporated herein by reference; and

WHEREAS, unless otherwise stated, the Developer is the owner of the real property described within the Development Exhibit marked as **Exhibit "A-1,"** (the "Project"); Developer desires to permit, develop and, if appropriate, plat the real property described and, in addition to other requirements, is seeking to comply with the City's concurrency and proportionate fair share requirements for roads/traffic circulation under Chapters 4 and 21 of the City's Land Development Code ("Traffic Concurrency"); and

WHEREAS, Developer desires to develop a freestanding emergency building and medical office building on approximately Seven and One-tenth (+7.1) acres of real property, more particularly described in **Exhibit "B-1,"** attached hereto and incorporated herein by reference ("Advent Health"), which will generate 138 P.M. Peak Hour Trips;

WHEREAS, the contribution to transportation improvements identified as "Impacted Intersections/Road Segments per Transportation Master Concurrency Plan" in **Exhibit "A-2"** (hereinafter "Concurrency Improvements") are required in order for the Project to meet minimum concurrency requirements for roads/traffic circulation to support the proposed Project(s) or, in the alternative, said Concurrency Improvements have been identified as mitigating existing transportation deficiencies within the area impacted by the Project; and

WHEREAS, the City and the Developer agree that the new capacity created by the Concurrency Improvements may not be the actual excess capacity of the roadway, due to the need to account for vested trips, pursuant to the City's Land Development Code, from previously approved, but unbuilt, developments; and

WHEREAS, through the Transportation Impact Analysis, certain transportation impacts were identified within the area impacted by the Project and payment for such site related improvements are set forth in this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants contained herein and other valuable considerations, the receipt and sufficiency of which are hereby acknowledged, the City and Developer, hereby agree as follows:

NOW, THEREFORE, in consideration of the mutual covenants contained herein and other valuable considerations, the receipt and sufficiency of which are hereby acknowledged, the City and Developer, hereby agree as follows:

1. **Incorporation of Recitals.** The presumptions and facts stated above in the recitals are incorporated by reference herein and deemed by the parties to be true, correct and constitute a material part of this Agreement.
2. **Fair-Share Contributions.** Pursuant to Sections 6 and 8, Article V, Chapter 21, Land Development Code, City of Port Orange, Florida, a proportionate fair-share contribution for concurrency impacts may include, separately or collectively, private funds, contributions of land, contribution of facilities, and construction of facilities and, in coordination with other affected government entities, said contribution may be applied to facilities maintained by other government entities. The Total Fair Share Contribution for the Project is stated in **Exhibit “A-1”** (hereinafter “Total Fair Share Contribution”). The Developer shall take the following actions to address Concurrency Improvements identified by the City as a result of the impact of the development of the Project:
 - (a) **Proportionate Fair Share Payment:** In connection with the City's construction of Concurrency Improvements, as set forth in **Exhibit “A-2”**, Developer shall pay to the City a fair share assessment in the amount of the Total Fair Share Contribution or, if applicable, the difference between the Total Fair-Share Contribution, and the value of the Construction Improvements, as described in subsection (b) of this Section 2, pursuant to Section 8(f) , Article V, Chapter 21, Land Development Code, City of Port Orange, hereinafter the "Fair Share Payment." Developer agrees to pay the Fair Share Payment to the City in the form of a certified check payable to the City of Port Orange. The City shall apply the Fair Share Payment to fund the City's construction of the Concurrency Improvements described in **Exhibit “A-2”**. Upon the City's receipt of the payment from the Developer, the funds shall become the property of the City and the right to request a refund is waived. The payment must be deposited with the City within 30 days of the city council's approval of this Agreement and shall be required prior to the issuance of a Development Order for the Development.
 - (b) **Construction of Improvements.** If Developer agrees to construct, or to have constructed, a portion or all of the Concurrency Improvements, referenced in **Exhibit “A-2”**, (hereinafter “Construction Improvements”), as full or partial payment towards the Total Fair Share Contribution, in accordance with Section 8(f), Article V, Chapter 21,

Land Development Code, City of Port Orange, Florida. Construction of the Construction Improvements will commence and be complete to meet concurrency requirements or mitigate transportation deficiencies within the Project area, in accordance with Chapters 4 and 21 of the City's Land Development Code, prior to the issuance of the first Certificate of Occupancy, unless delay is caused for reasons outside of Developer's control, in which case, construction will commence as soon as is reasonably practical. For purposes of this Agreement, "reasons outside of Developer's control" shall mean: delays or stoppage caused by acts of God, war, inability to obtain labor or materials or reasonable substitutes therefore, inability to receive governmental permits and approvals newly enacted governmental regulations or controls, the application of existing regulations or controls in a manner which Developer could not have foreseen or other similar matters or causes. All planning, permitting, and construction will be subject to the review and approval by the Florida Department of Transportation and, if applicable, the County of Volusia, and will comply with the standards and requirements established by the appropriate governmental entities. Developer will have no responsibility for maintenance or upkeep of the Concurrency Improvements.

(c) Mitigation. If applicable, pursuant to Section 4, Chapter 4, Land Development Code, in the alternative, the City may divert a portion of the Total Fair Share Contribution to mitigate deficiencies in the impacted area that are maintained by another jurisdiction. In addition, pursuant to Section 6, Article V, Chapter 21, Land Development Code, City of Port Orange, Florida, if the City diverts all or a portion of the Total Fair Share Contribution to the affected jurisdiction in order to mitigate said deficiencies maintained by the affected jurisdiction, then Developer shall be required to provide a concurrency certification letter from the affected jurisdiction stating developer has met the concurrency requirements of the affected jurisdiction. Upon the affected jurisdiction's receipt of the payment from the Developer, the funds shall become the property of the said jurisdiction and the right to request a refund is waived. The payment must be deposited with the affected jurisdiction within 30 days of the City Council's approval of this Agreement and shall be required prior to the issuance of a Development Order for the Development.

(d) Application of Payment. If the City chooses to apply a portion of the Total Fair Share Contribution to an alternative improvement to mitigate transportation deficiencies within the area impacted by the project in accordance with Subsection (c), hereinabove, as described in **Exhibit "A-2"** or, if applicable, accept the Construction Improvements, separately or collectively, for the fair share contribution, then, unless otherwise stated herein, said mitigating payment and/or completed construction improvements are accepted as full payment for the Total Fair Share Contribution. If applicable, once Construction Improvements offered as full or partial payment toward the Total Fair-Share Contribution are complete, Developer shall provide actual costs of said improvements, certified, sealed, and signed by the engineer of record for the Project. If actual costs are less than the estimated costs of constructing said improvements previously provided for consideration toward the Total Fair Share Contribution, then Developer shall pay the outstanding balance owed on the Total Fair Share Contribution. Any additional monies

owed and certification of actual costs shall be provided prior to the first Certificate of Occupancy.

(e) Other Project Participants. The City and the Developer acknowledge that other entities, including but not limited to the Florida Department of Transportation and the County of Volusia, may participate in and contribute financially to one or more Concurrency Improvements as referenced herein, and hereinafter "Project Participant."

3. **Vested Rights in Traffic Concurrency.** The City agrees that by paying the City the Fair Share Payment, and by receiving a Development Order for the Project, Developer will be deemed to have satisfied the City's Traffic Concurrency requirements for the Project and that the Project shall be fully vested with Traffic Concurrency for purposes of development and related Project construction.
4. **Entitlement to Impact Fee Credits.** Nothing herein is intended to alter, reduce or otherwise waive Developer's right to receive impact fee or capacity credits in connection with the Total Fair Share Contribution to the extent that Developer would be entitled to receive such credits. It is the intent of the parties that if it is determined that any portion of the road segment where the Concurrency Improvements are to be constructed is eligible for impact fee credits under the Volusia County impact fee program, then the City shall not object to the Developer seeking a reimbursement from Volusia County to the extent that the Developer has paid impact fees with respect to this Project.
5. **Application of Agreement Limited to the Project.** Nothing herein is intended to bind the City in determining the additional trip capacity provided by the construction of the Concurrency Improvements beyond that provided to the Project in connection with the Total Fair Share Contribution and the City expressly reserves the right to determine such available excess capacity for all future developments within its jurisdiction.
6. **Miscellaneous.**
 - A. Attorney's Fees. In the event of litigation to enforce the terms of this Agreement, the prevailing party shall be entitled to collect from the other party reasonable attorney's fees and costs of suit.
 - B. Venue and Choice of Law. In the event of litigation regarding the terms of this Agreement or documents executed as a result of this Agreement, venue of the action shall be in Volusia County and Florida law shall apply. Trial shall be non-jury for any issues subject to trial.
 - C. Waiver. The waiver by a party of any terms or conditions of this Agreement or any breach hereof shall not constitute a waiver of any other term or condition or any subsequent breach of this Agreement.
 - D. Successors. This Agreement shall be binding on the parties hereto, their heirs, administrators, executors, successors in interest and assigns.

- E. Construction of Contract. The parties hereto agree that they have all participated in the drafting of this Agreement. Therefore, the presumption that any ambiguity or vagueness in the construction of this Agreement shall be construed against the drafter shall not apply. The terms and provisions of the Agreement shall be applied equally to each party and the interpretation of the Agreement shall be guided by the express intent of the parties as determined by the overall effect of the provisions herein.
- F. Expiration. This Agreement shall expire after Developer's payment of the Fair Share Payment has been received and, if applicable, all Construction Improvements to be constructed by the Developer as referenced in **Exhibit "A-2"** are complete in accordance with subsections 2(b) and (c).
- G. Conflicts. Developer agrees to be bound by all City codes and ordinances that are not in conflict with the provisions of this Agreement.
- H. Recording. Developer shall record a copy of this Agreement, at its sole cost and expense, with the Public Records of Volusia County, Florida. After expiration of this Agreement, as set forth in paragraph F, hereinabove, upon the request of Developer, City will execute a release of this Agreement which will be recorded in the Public records, Volusia County, Florida at the sole cost and expense of the Developer.
- I. Binding Nature and Covenants Running With the Land. The provisions of this Agreement shall be binding upon the parties hereto, and upon all successors in interest in the subject real property. And further, the provisions of this Agreement shall constitute covenants running with the land applicable to all of the subject real property comprising the referenced, "Project."
- J. Counterparts. This 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 Agreement shall be deemed valid as if an original signature was delivered.

REMAINDER OF THIS PAGE LEFT BLANK INTENTIONALLY

IN WITNESS WHEREOF, the parties affix their signatures and seals on the dates set forth below:

WITNESSES:

CITY OF PORT ORANGE, a Florida
municipal corporation

Printed Name: _____

By: _____
Donald O. Burnette, Mayor

Printed Name: _____

Date: _____

Printed Name: _____

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

Printed Name: _____

Date: _____

(Corporate Seal)

STATE OF FLORIDA
COUNTY OF VOLUSIA

The foregoing instrument was acknowledged before me by means of [] physical presence or [] online notarization this _____ day of _____, 2020, by Donald O. Burnette, Mayor of the City of Port Orange, a Florida municipal corporation, on behalf of the city, and who is personally known to me.

Notary Public, State of Florida at Large
Printed Name, Commission Seal and Term Expiration Date

STATE OF FLORIDA
COUNTY OF VOLUSIA

The foregoing instrument was acknowledged before me by means of [] physical presence or [] online notarization this _____ day of _____, 2020, by Robin L. Fenwick, City Clerk of the City of Port Orange, a Florida municipal corporation, on behalf of the city, and who is personally known to me.

Notary Public, State of Florida at Large
Printed Name, Commission Seal and Term Expiration Date

WITNESSES:

Printed Name: _____

Printed Name: _____

DEVELOPER:

Memorial Health Systems, Inc. a Florida not for profit corporation

By: _____

Printed Name: _____

Title: _____

Date: _____, 2020

STATE OF FLORIDA
COUNTY OF _____

The foregoing instrument was acknowledged before me by means of [] physical presence or [] online notarization this ____ day of _____ 2020, by _____, _____ of Memorial Health Systems, Inc. a Florida not for profit corporation. He ☐ is personally known to me OR ☐ produced _____ as identification.

Notary Public, State of Florida at Large

Printed, typed or stamped name, commission and expiration of commission term



Development Exhibit A – 1
Concurrency and Fair-Share Agreement
Transportation Improvement (“TI”)

Development Data:

Development Name:	Advent Health Medical Center
Site Address:	5811 S. Williamson Blvd.
City Case No.	20-80000001
Zoning District	Interchange Commercial (ICD)
TIA Report Date	January 30, 2020
TIA Prepared by:	LTG Engineering & Planning
Est. Date of Impact	2021

Developer:

Corporate Entity	Memorial Health Systems Inc. (Advent Health)
Contact Person	David Weis, PT, DPT, MDA-HCM
Mailing Address:	301 Memorial Medical Parkway, Daytona Beach, FL 32117

Land Owner:

Corporate Entity	Memorial Health Systems Inc. (Advent Health)
Contact Person	David Weis, PT, DPT, MDA-HCM
Mailing Address:	301 Memorial Medical Parkway, Daytona Beach, FL 32117

Real Property

Total Acreage:	7.31 acres
Parcel Number(s):	6319-00-00-0191; 6319-00-00-0190
Legal Description	Legible real property legal description and sketch attached as EXHIBIT B-1

**Development Exhibit A – 2 - Concurrency and Fair-Share Agreement
Transportation Improvement ("TI")**

Traffic Impact Analysis

Development Name:	Advent Health Medical Center Site Plan
City Case No.:	20-80000001
TIA Report Date:	January 20 2020
TIA Prepared by (Firm):	LTG Engineering & Planning
Estimated Date of Impact:	2021

Contribution Calculations: Adjusted April 6, 2019

Impacted Intersections/Road Segments per Transportation Master Concurrency Plan	TI Stage I Reservation Deposit Estimated Cost	TI Stage II Project Cost	TI Stage III Actual Cost	DT/CI Ratio	% of Cost	Contribution Without Multiplier ^[3]	Contribution with Multiplier* ^[3]
Summer Trees Road Extension [1] OR Book 7486 Page 1855	N/A	N/A	\$3,152,938.60	45/860	5.23%	\$164,979	\$164,979
Volusia County Roadway Impacts [2]	N/A	N/A	N/A	N/A	N/A	N/A	N/A
1. Williamson Boulevard							
a. Caribbean Pine Way to Madeline Ave. [4]	\$6,700,000	N/A	N/A	9/1870	0.48%	\$32,246	\$34,826
b. Madeline Ave to Willow Run Blvd. [4]	\$5,737,230	N/A	N/A	10/1870	0.53%	\$30,680	\$33,135
c. Willow Run Blvd. to Willow Run Blvd. [4]	\$16,020,000	N/A	N/A	13/1870	0.70%	\$111,369	\$120,279
d. Town West Blvd. to 4L Terminus N of PO Pavilion [4]	\$4,391,460	N/A	N/A	18/1870	0.96%	\$42,271	\$45,652
2. Taylor Road (Crane Lakes Blvd. to Summer Tree Rd.) [4]	\$5,422,184	N/A	N/A	11/1870	0.59%	\$31,895	\$34,447
3. Taylor Road (Dunlawton Avenue to Clyde Morris Boulevard) [4]	\$8,300,000	N/A	N/A	13/741	1.75%	\$145,614	\$157,263
4. Williamson/Taylor Intersection [4]	\$71,425	N/A	N/A	27/859	3.14%	\$7,245 [5]	\$7,825
5. SR421 at I-95 Ramps Intersection [4]	\$35,712	N/A	N/A	15/168	8.93%	\$8,189 [5]	\$8,844

*Financial Guarantee Multiplier	1.1	1.1	1.0
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Total Fair-Share Contribution	Port Orange FSP- \$164,979 Volusia County FSP^[2]- \$442,270
--------------------------------------	---

Fair Share Projects Dunlawton/Taylor at I-95 (PRVCF ORB 5709/4728), Dunlawton/Clyde Morris (PRVCF ORB 5709/4732, and Town West/Williamson (PVRFCF 5709/4736) are completed or fully funded.

[1] City Project Participant - Eligible for City trans. impact fee credits

[2] Per Chapter 4, Section 4 of the LDC, approval to a development project is subject to mitigating adverse impacts to Volusia County owned or maintained segments of Williamson Blvd., Taylor Rd., and Intersections per the TIA. The impacts resulting from this project will be mitigated by the developer by making a mitigation payment to Volusia County for the impacts to the Volusia County roads and intersections (Williamson Blvd. & Taylor Rd.). Since the fair-share payment for Williamson and Taylor Rd. impacts is being made to Volusia County and not the City, the multiplier was not added.

[3] Rounded up to nearest whole dollar

[4] Project estimate cost per Volusia County Traffic Engineering – February 2020 + FDOT Inflation Factor of 1.08

[5] Additional flat \$5,000 Optimize Signal Cost required for each VC intersection improvement

Planning Review: Tim B... Date 4/24/20

Finance Review: Sepe Reyna-Coffin Date 4/24/20

Exhibit B-1

LEGAL DESCRIPTION:

A PORTION OF SECTION 19, TOWNSHIP 16 SOUTH, RANGE 33 EAST, VOLUSIA COUNTY, FLORIDA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGIN AT THE INTERSECTION OF THE SOUTHERLY LINE OF TAYLOR ROAD, BEING THE SOUTHERLY LINE OF THE LIMITED ACCESS RIGHT OF WAY OF STATE ROAD 9, INTERSTATE HIGHWAY 95, WITH THE EASTERLY RIGHT OF WAY LINE OF WILLIAMSON BOULEVARD, FORMERLY AIRPORT ROAD, AS DESCRIBED IN THAT ORDER OF TAKING RECORDED IN OFFICIAL RECORDS BOOK 6110, PAGE 2823, OF THE PUBLIC RECORDS OF VOLUSIA COUNTY, FLORIDA; THENCE N65°34'21"E ALONG SAID SOUTHERLY RIGHT OF WAY LINE, 350.28 FEET; THENCE CONTINUE ALONG SAID RIGHT OF WAY LINE OF STATE ROAD 9, INTERSTATE HIGHWAY 95, S70°27'22"E, 190.69 FEET; THENCE ALONG SAID RIGHT OF WAY LINE S31°28'31"E, 598.05 FEET TO THE NORTHERLY LINE OF THAT PROPERTY DESCRIBED IN OFFICIAL RECORDS BOOK 6445, PAGE 3516, SAID PUBLIC RECORDS; THENCE S89°59'40"W ALONG SAID NORTHERLY LINE, 81.64 FEET TO THE WESTERLY LINE OF SAID PROPERTY; THENCE S00°00'20"E ALONG SAID WESTERLY LINE, 30.00 FEET TO THE SOUTHERLY LINE OF SAID PROPERTY; THENCE N89°59'40"E ALONG SAID SOUTHERLY LINE, 100.00 FEET TO THE WESTERLY RIGHT OF WAY LINE OF SAID STATE ROAD 9, INTERSTATE HIGHWAY 95; THENCE S31°28'31"E ALONG SAID WESTERLY RIGHT OF WAY LINE, 46.90 FEET TO THE NORTHERLY LINE OF THAT PROPERTY DESCRIBED IN OFFICIAL RECORDS BOOK 3477, PAGE 353, SAID PUBLIC RECORDS; THENCE S89°59'40"W ALONG SAID NORTHERLY LINE, 581.26 FEET TO THE EASTERLY RIGHT OF WAY LINE OF SAID WILLIAMSON BOULEVARD; THENCE N26°00'50"W ALONG SAID EASTERLY RIGHT OF WAY LINE, 237.16 FEET TO THE BEGINNING OF A NON TANGENT CURVE CONCAVE WESTERLY HAVING A RADIUS OF 2083.48 FEET, A CENTRAL ANGLE OF 09°08'08" AND A CHORD BEARING N30°30'27"W; THENCE NORTHERLY ALONG SAID EASTERLY RIGHT OF WAY LINE AND ALONG THE ARC OF SAID CURVE, 332.20 FEET TO THE POINT OF BEGINNING.

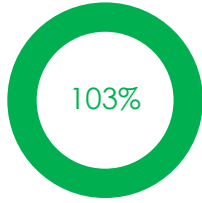
THE NET AREA OF THE ABOVE DESCRIBED PROPERTY BEING 7.345 ACRES, MORE OR LESS.

Sales & Marketing Snapshot

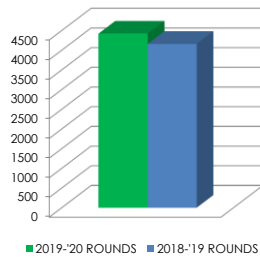
JANUARY

REPORT DATE 2/10/20

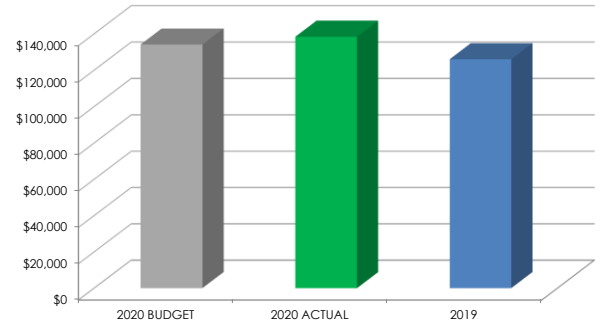
Percentage of Budget



Monthly Summary Totals



MONTHLY BUDGET	\$134,082
ACTUAL MONTHLY REVENUE	\$138,306
VARIANCE TO BUDGET	\$4,224
PY MONTHLY REVENUE	\$125,989



JANUARY

2019-'20 Monthly Budget

REVENUE CLASS	AMOUNT
Total Golf	\$120,612
Outings	\$13,000
Merchandise	\$6,480
Payroll Expense	\$64,357
OpEx	\$42,858

2019-'20 Actual Revenue

REVENUE CLASS	AMOUNT
Total Golf	\$122,953
Outings	\$15,580
Merchandise	\$7,358
Payroll Expense	\$63,124
OpEx	\$46,900

REVENUE CLASS	Month PY
Total Golf	\$112,577
Outings	\$13,702
Merchandise	\$6,436

2019-'20 ROUNDS
4422
2018-'19 ROUNDS
4160

JANUARY ACTION ITEMS / STRATEGIES / COMMENTS

- * Exceeded previous year revenue by 10%
- * Exceeded outings revenue Year over year by 19%
- * Favorable weather pattern resulted in increased rounds from prior year
- * Continued Player development programs for Junior & Adult clinics
- * Attended the PGA show for Marketing and Sales promotions
- * Welcomed our Northern friends for play at Cypress Head
- * Increased rate structure for all levels of play.
- *
- *
- *

CYPRESS PASS SALES

2018 STATUS	2019 PASSES	2020 PASSES
Legacy Single	28	20
Legacy Double	10	9
Cypress Single	9	8
Cypress Double	4	4
Trail Fees	77	58
Founders	1	1
TOTAL PASSES	129	100
TOTAL REVENUE	\$197,787	\$158,588

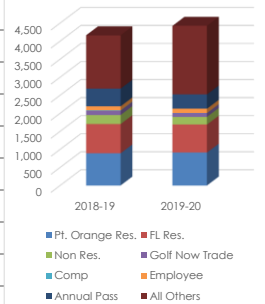
WEATHER INFORMATION

PLAYABLE DAYS	
2019	2020
27	29
PRECIPITATION IN INCHES	
2019	2020
3.4	0.7

ROUNDS SEGMENTATION

SEGMENT	2018-19	2019-20
Pt. Orange Res.	891	911
FL Res.	810	776
Non Res.	251	214
Golf Now Trade	118	102
Comp	9	4
Employee	113	119
Annual Pass	491	397
All Others	1,477	1,899
TOTAL	4,160	4,422

Rounds by Segment



TRUEREVIEW SUMMARY



2020 Month End OVERALL	SERVICE	COURSE	RECOMMEND	NPS	# of SURVEYS
8.9	9.5	8.2	9.2	70.0	40
2019 Month End OVERALL	SERVICE	COURSE	RECOMMEND	NPS	# of SURVEYS
9.8	9.1	8.1	9.4	82.1	28



February 17th, 2020

Robin Fenwick
City of Port Orange
1000 City Center Circle
Port Orange, FL 32129

Dear Ms. Fenwick,

The following is the financial and operational summary report for January 2020 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 January 2020								
	Current				Year to Date			
	Actual	Budget	Variance vs. Budget		Actual	Budget	Prior Year	Variance vs. Budget
Revenue								
Green Fees	\$ 75,787	\$ 76,876	\$ (1,089)		\$ 222,988	\$ 239,440	\$ 229,668	\$ (16,452)
Cart Fees	\$ 47,166	\$ 43,737	\$ 3,429		\$ 145,126	\$ 149,962	\$ 139,679	\$ (4,836)
Range	\$ 4,401	\$ 3,600	\$ 801		\$ 12,053	\$ 11,100	\$ 10,744	\$ 953
Pro- Shop Revenues	\$ 7,358	\$ 6,480	\$ 878		\$ 26,182	\$ 23,970	\$ 23,826	\$ 2,212
City Surcharge R/R	\$ 3,595	\$ 3,390	\$ 205		\$ 11,489	\$ 11,385	\$ 11,665	\$ 104
Total Revenue	\$ 138,307	\$ 134,083	\$ 4,224		\$ 417,838	\$ 435,857	\$ 415,582	\$ (18,019)
Cost of Sales	\$ 2,506	\$ 3,232	\$ (726)		\$ 13,022	\$ 13,344	\$ 12,511	\$ (322)
Merchandise	\$ 2,506	\$ 3,232	\$ (726)	50%	\$ 13,022	\$ 13,344	\$ 12,511	\$ (322)
Gross Margin	\$ 135,801	\$ 130,851	\$ 4,950		\$ 404,816	\$ 422,513	\$ 403,071	\$ (17,697)
Total Payroll	\$ 63,124	\$ 64,357	\$ (1,233)		\$ 251,813	\$ 250,819	\$ 210,942	\$ 994
Total Operating Expenses	\$ 46,900	\$ 42,858	\$ 4,042		\$ 178,174	\$ 183,012	\$ 171,287	\$ (4,838)
EBITDA	\$ 25,776	\$ 23,635	\$ 2,141		\$ (25,171)	\$ (11,317)	\$ 20,843	\$ (13,854)
Other Expenses	\$ 6,159	\$ 6,159	\$ -		\$ 24,632	\$ 24,634	\$ 24,157	\$ (2)
Management Fee	\$ 6,063	\$ 6,063	\$ -		\$ 24,250	\$ 24,252	\$ 23,775	\$ (2)
Interest Expense	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -
Depreciation	\$ 96	\$ 96	\$ -		\$ 382	\$ 382	\$ 382	\$ -
Net Cash From Ops	\$ 19,617	\$ 17,476	\$ 2,141		\$ (49,803)	\$ (35,951)	\$ (3,314)	\$ (13,852)
Rounds								
Total Rounds	4,422	4,366	56		14,260	14,382	14,268	(122)
Paid Rounds	3,800	3,728	72		11,998	12,087	11,736	(89)
Avg. GF/CF Total rounds	\$27.80	\$27.63	\$ 0.18		\$25.81	\$27.08	\$25.89	\$ (1.26)
Avg. GF/CF Paid rounds	\$32.36	\$32.35	\$ 0.00		\$30.68	\$32.22	\$31.47	\$ (1.54)
Avg. Merchandise/round	\$1.66	\$1.48	\$ 0.18		\$1.84	\$1.67	\$1.67	\$ 0.17

Overview:

- Overall golf revenues for January finished higher than the projected budget for the month. The range revenues were higher than budgeted & Pro Shop revenues were also higher to the budget.
- Total payroll for the month was lower to the projected budgeted amount.
- Our operating expenses finished slightly higher than the budgeted amount due to the timing of invoices.
- The month of January is the fourth month in our fiscal year 2019-2020. Year to Date revenues are slightly lower than projected with retail sales being higher at this time. The payroll expenses are slightly higher and operating expenses are currently lower than projected.

R&R Projects:

- There were no projects for the month of January 2020.

Tee Sheet Activity:

- There were 4,422 total rounds for the month which included 3,800 paid rounds, 397 Annual with Cypress Pass member rounds and 225 other rounds. The round type for the month included 3,334 eighteen hole rounds and 981 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.

January 2020 and YTD rounds mix:

Type	Actual	Budget	Month- P.Y.	Y.T.D	P.Y-Y.T.D
Paid	3800	3728	3429	11998	11736
Annual	397	471	491	1371	1665
Other rounds	225	167	240	891	867
Total Rounds	4422	4366	4160	14260	14268

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

- Our new superintendent, Darren Bache continues to evaluate all areas of the maintenance department and the agronomic program.
- Expenses for the month were higher than projected due to the timing of invoices for additional fertilizer & herbicides as recommended by the new superintendent.
- Another priority has been to evaluate the current irrigation system which has been troublesome due to the age of the system. We have installed a new Operating system to assist Darren with satellite control for the irrigation system. We continue to have repair costs related to joint connections, sprinkler heads and satellite control boxes and we continue to monitor.

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, Cutter & Buck, Footjoy, Titleist, Callaway, Bridgestone, Nancy Lopez, Ahead merchandise and St Andrews products. There was \$569.00 in gift card sales purchased for the month with \$7,358.00 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. We are participating in a KemperSports initiative for Player development. This program includes complimentary lessons, junior programs, Golf get Ready programs and complimentary golf and range for all juniors.
- 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.

Marketing and Sales:

- 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 10,500 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.
- We continue to increase the visibility of Cypress Head Golf Course on the various social media platforms such as Facebook, twitter and Instagram.

Summary Report

Report run: 2/15/2020 1:46 PM MST

Data current as of: 2/15/2020 1:41 PM MST

Key: ■ Poor ■ Acceptable ■ Excellent

REPORT CRITERIA

Date of Survey: 1/1/20 - 1/31/20

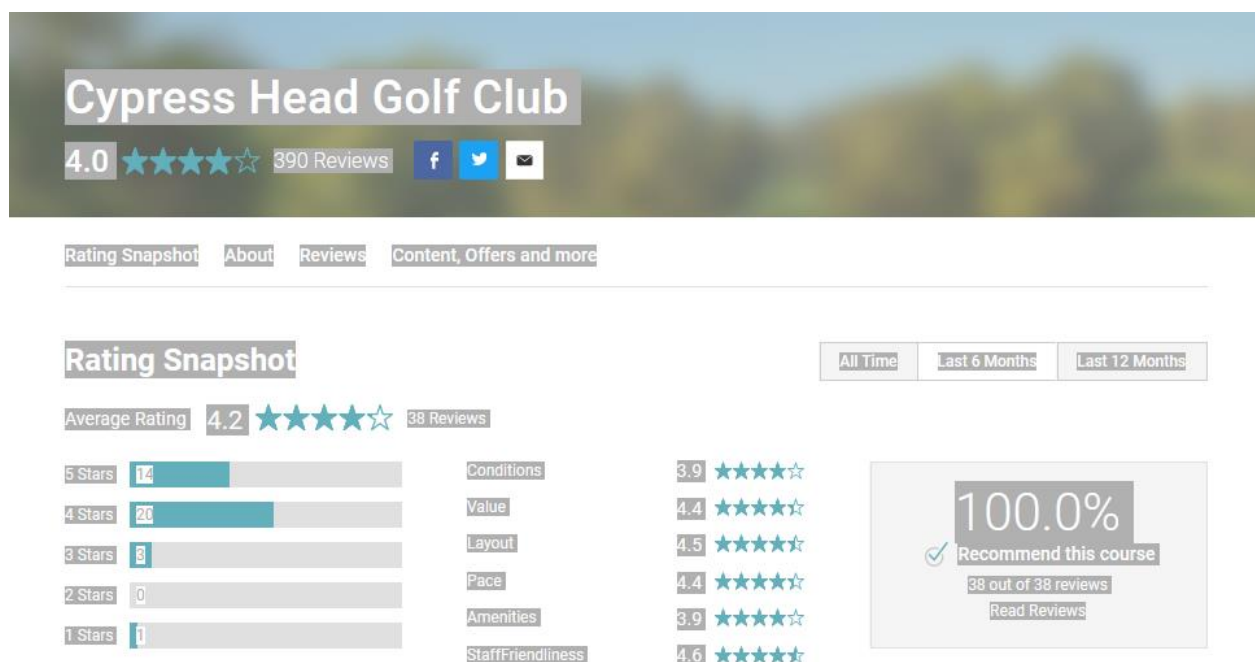
Select level: Cypress Head Golf Club

	NPS	Overall Rating	Service Rating	Course Rating	Recommend Rating	# of Surveys
Goal Index	70.0 70.0					
Totals	70.0	8.9	9.5	8.2	9.2	40
Cypress Head Golf Club	70.0	8.9	9.5	8.2	9.2	40

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- Course summary report for January showed an overall rating for the golf course of 8.9 with a course rating of 8.2 and our service rating is at 9.5.
- In addition to the report above, we have also started using a new Google Analytic tool that provides us with an alternative ratings source from Golf Now Advisors.



- 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 have welcomed our northern guests for the upcoming 2020 golf season. There has been an increase in all rate structures for the winter season.
- Cypress Head will continue to promote adult clinics for both beginners and intermediate players.
- Due to the continued success of the junior program, we have introduced a weekly junior clinic on Saturday mornings. We will be continuing to offer complimentary junior rounds with paid adult on Saturdays and Sundays throughout the upcoming year.



Respectfully Submitted,

Bob Duquette, PGA

General Manager
The Golf Club at Cypress Head

Matt Lindley

Regional Operating Executive
KemperSports Management

For the Month Ending January 31, 2020

	01/31/19	02/28/19	03/31/19	04/30/19	05/31/19	06/30/19	07/31/19	08/31/19	09/30/19	10/31/19	11/30/19	12/31/19	01/31/20	YTD2019
REVENUES														
Green Fees & Cart Fees	112,576.75	133,087.93	139,488.01	109,846.81	85,219.17	68,070.99	70,216.83	58,039.40	60,545.81	72,431.64	92,661.78	79,780.14	122,952.68	202,732.82
Merchandise	5,035.57	5,114.85	9,508.42	7,900.96	5,757.79	4,395.18	5,657.81	4,492.23	3,269.35	3,875.54	5,441.72	4,917.57	4,972.57	10,414.29
Other Pro Shop	1,400.00	1,240.00	3,855.00	1,625.00	630.00	2,119.00	1,500.00	2,275.50	814.00	698.00	1,019.00	606.00	2,385.00	2,991.00
Range	3,606.78	3,511.84	3,813.58	4,001.58	3,402.80	2,184.56	2,440.24	1,762.24	1,911.96	2,117.62	2,861.36	2,672.42	4,401.08	7,073.50
Other Operating Revenues	3,370.37	3,802.30	4,184.88	3,627.46	2,931.39	2,523.43	2,524.37	2,126.75	2,006.90	2,498.99	2,943.14	2,451.52	3,595.03	6,046.55
Other G&A Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	749.11	0.00	0.00	96.95	190.56	0.00	190.56
TOTAL REVENUE	125,989.47	146,756.92	160,849.89	127,001.11	97,941.15	79,293.16	82,339.25	69,465.23	68,548.22	81,621.99	106,766.14	91,142.36	138,306.36	229,448.72
COST OF SALES														
Merchandise	2,878.04	3,449.32	7,160.34	5,853.06	1,640.10	2,552.38	3,551.80	2,728.68	1,560.46	2,423.05	4,846.16	3,246.82	2,505.91	5,752.73
TOTAL COGS	2,878.04	3,449.32	7,160.34	5,853.06	1,640.10	2,552.38	3,551.80	2,728.68	1,560.46	2,423.05	4,846.16	3,246.82	2,505.91	5,752.73
COGS - Merchandise %	57.2%	67.4%	75.3%	74.1%	28.5%	58.1%	62.8%	60.7%	47.7%	62.5%	67.5%	59.7%	50.4%	110.1%
PAYROLL														
Course and Grounds	25,404.46	22,719.73	24,798.67	24,919.14	26,352.68	22,638.86	26,225.27	32,073.24	28,585.41	34,432.83	31,684.92	28,920.39	30,732.19	59,652.58
Carts, Range, Starters, Etc.	7,368.60	7,664.12	8,451.33	8,451.33	7,923.64	7,873.59	7,106.65	7,647.49	6,744.49	7,245.10	6,303.66	7,409.86	7,133.52	13,713.52
Pro Shop	4,934.53	4,089.85	5,189.91	5,191.79	4,309.17	5,905.43	6,163.57	5,463.76	3,919.37	5,234.48	6,128.16	5,241.16	6,211.03	11,452.19
General and Administrative	12,452.14	10,313.20	11,408.37	11,606.34	12,374.75	11,284.86	14,077.34	13,146.39	14,909.61	14,011.14	14,226.43	14,426.23	28,654.66	44,420.23
Marketing	4,182.43	4,089.78	4,639.66	5,075.36	4,784.31	4,383.59	4,252.47	4,555.79	3,882.89	4,239.45	4,320.14	4,712.79	4,343.12	9,055.91
TOTAL PAYROLL	54,342.16	48,672.67	54,487.94	55,209.96	55,744.55	51,329.20	58,992.23	64,283.57	56,010.55	65,894.24	63,389.46	59,404.43	63,124.43	122,528.86
OPERATING EXPENSES														
Course and Grounds	14,617.68	19,475.55	19,801.57	20,861.61	25,660.67	17,143.70	12,493.27	22,823.18	34,604.16	22,181.10	10,945.55	13,883.27	17,669.77	31,553.04
Carts, Range, Starters, Etc.	7,361.15	8,223.21	7,339.77	8,912.72	7,599.14	7,259.72	7,560.97	7,158.96	7,643.70	8,835.77	7,497.66	7,507.80	7,531.09	15,038.89
Pro Shop	2,250.58	1,750.11	3,750.87	19.65	300.00	322.36	1,111.30	740.50	231.91	919.49	475.07	419.62	80.47	500.09
General and Administrative	18,362.12	19,620.62	15,541.08	17,108.08	15,296.58	15,896.47	17,901.85	16,535.39	23,304.31	17,340.66	21,043.15	15,795.57	20,485.16	36,280.73
Marketing	466.13	863.59	2,545.13	1,449.57	1,807.62	3,049.36	794.01	(331.71)	3,040.38	2,810.14	199.13	1,416.00	1,133.72	2,549.72
TOTAL OPERATING EXPENSES	41,027.66	48,933.08	48,978.42	48,360.63	50,664.01	43,671.61	39,861.40	46,676.32	68,824.46	52,090.56	40,160.56	39,022.26	46,900.21	85,922.47
TOTAL EXPENSES	98,247.86	101,055.07	110,626.70	108,423.65	108,048.66	97,553.19	102,005.43	113,888.57	126,395.47	120,407.85	108,396.18	101,673.51	112,530.55	214,204.06
EBITDA	27,741.61	45,701.85	50,223.19	17,578.16	(10,107.51)	(18,260.03)	(19,666.18)	(44,223.34)	(57,847.45)	(38,785.86)	(1,630.04)	(10,531.15)	25,775.81	15,244.66
The Golf Club at Cypress Head														
For the Month Ending January 31, 2020														
	01/31/19	02/28/19	03/31/19	04/30/19	05/31/19	06/30/19	07/31/19	08/31/19	09/30/19	10/31/19	11/30/19	12/31/19	01/31/20	YTD2019
EBITDA	27,741.61	45,701.85	50,223.19	17,578.16	(10,107.51)	(18,260.03)	(19,666.18)	(44,223.34)	(57,847.45)	(38,785.86)	(1,630.04)	(10,531.15)	25,775.81	15,244.66
MANAGEMENT FEES	(5,943.66)	(5,943.66)	(5,943.66)	(5,943.66)	(5,943.66)	(5,943.66)	(5,943.66)	(5,943.66)	(5,943.66)	(6,062.53)	(6,062.53)	(6,062.53)	(6,062.53)	(12,125.06)
Interest Expense - Debt	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Interest Expense - Leases	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Interest Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL FINANCING ACTIVITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER INCOME (EXPENSE)														
Non-Operating Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Transfers from County	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Depreciation & Amortization	(95.53)	(95.53)	(95.53)	(95.53)	(95.53)	(95.53)	(95.53)	(95.53)	(95.53)	(95.53)	(95.53)	(95.53)	(95.53)	(191.06)
Incentive Compensation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Partnership Income/(Loss)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Gain/(Loss) On Disposal Of Assets	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other Expenses / Capital Reserve	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Taxes	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER INCOME (EXPENSE)	(95.53)	(95.53)	(95.53)	(95.53)	(95.53)	(95.53)	(95.53)	(95.53)	(95.53)	(95.53)	(95.53)	(95.53)	(95.53)	(191.06)
NET INCOME	21,702.42	39,662.66	44,184.00	11,538.97	(16,146.70)	(24,299.22)	(25,705.37)	(50,262.53)	(63,886.64)	(44,943.92)	(7,788.10)	(16,689.21)	19,617.75	2,928.54
=====														
Paid Rounds	3,429.00	3,918.00	4,350.00	3,851.00	3,037.00	2,620.00	2,709.00	2,343.00	2,094.00	2,579.00	3,106.00	2,513.00	3,800.00	6,313.00
Annual Pass Rounds	491.00	487.00	495.00	408.00	362.00	256.00	301.00	238.00	256.00	310.00	315.00	288.00	397.00	685.00
Other Rounds	240.00	230.00	238.00	213.00	246.00	211.00	204.00	270.00	175.00	236.00	220.00	210.00	225.00	435.00
Total Rounds	4,160.00	4,635.00	5,083.00	4,472.00	3,645.00	3,101.00	3,304.00	2,851.00	2,525.00	3,186.00	3,641.00	3,011.00	4,422.00	7,433.00
Revenue/Paid Rounds	36.74	37.46	38.98	32.38	26.85	20.39	20.99	18.45	32.74	31.65	34.37	36.40	47.26	72.66
Revenue/Total Rounds	30.29	31.66	31.64	28.40	26.87	25.33	24.92	24.37	27.15	26.62	29.32	30.27	31.28	61.51
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

**The Golf Club at Cypress Head
Course Cash Flow Report
January 31, 2020**

	<u>January</u>	<u>YTD</u>
EBITDA	\$25,775.81	(\$25,171.24)
Management Fee Expense	(6,062.53)	(24,250.12)
Depreciation & Amortization	(95.53)	(382.12)
Net Income	19,617.75	(49,803.48)
Working Capital Changes		
Inventory	(582.11)	(9,399.74)
Receivables	4,523.95	62,733.45
Payables	(8,195.84)	(3,479.19)
Due to from the City	45,411.81	44,623.88
Prepays	414.58	(9,392.14)
Accrued Liabilities	13,662.42	2,276.91
Other Liabilities	(13,609.51)	(66,246.78)
Depreciation & Amortization	95.53	382.12
Operating Cash Flow	61,338.58	(28,304.97)
Investing Cash Flows	<u> </u>	<u> </u>
Financing Cash Flow	<u> </u>	<u> </u>
Net Cash Flows	<u>61,338.58</u>	<u>(28,304.97)</u>
Beginning Cash	43,567.16	133,210.71
Net Cash Flows	<u>61,338.58</u>	<u>(28,304.97)</u>
Ending Cash	<u>104,905.74</u>	<u>104,905.74</u>

The Golf Club at Cypress Head
Comparative Income Statement
For the Four Months Ending January 31, 2020

	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	112,577	368,875	1,093,390	34%	122,953	367,826	1,180,853	31%
Merchandise	5,036	20,811	66,908	31%	4,973	21,474	68,150	32%
Other Pro Shop	1,400	3,015	17,074	18%	2,385	4,708	13,290	35%
Range	3,607	10,744	33,793	32%	4,401	12,053	40,400	30%
Other Operating Revenues	3,370	11,665	35,393	33%	3,595	11,489	37,149	31%
Other G&A Income	0	472	1,221	39%	0	288	475	61%
TOTAL REVENUE	125,989	415,582	1,247,778	33%	138,306	417,837	1,340,317	31%
COST OF SALES								
Merchandise	2,878	12,511	41,007	31%	2,506	13,022	43,616	30%
TOTAL COGS	2,878	12,511	41,007	31%	2,506	13,022	43,616	30%
COGS - Merchandise %	57.2%	60.1%	61.3%	98.1%	50.4%	60.6%	64.0%	94.8%
PAYROLL								
Course and Grounds	25,404	98,395	306,708	32%	30,732	125,770	388,332	32%
Carts, Range, Starters, Etc.	7,369	29,142	90,168	32%	7,410	28,040	87,497	32%
Pro Shop	4,935	17,906	58,139	31%	6,211	22,815	54,846	42%
General and Administrative	12,452	48,186	147,486	33%	14,428	57,572	172,779	33%
Marketing	4,182	17,312	52,772	33%	4,343	17,616	52,291	34%
TOTAL PAYROLL	54,342	210,942	655,273	32%	63,124	251,813	755,745	33%
OPERATING EXPENSES								
Course and Grounds	14,618	61,757	234,621	26%	17,670	64,680	244,462	26%
Carts, Range, Starters, Etc.	7,361	29,927	91,634	33%	7,531	31,372	92,794	34%
Pro Shop	221	537	7,514	7%	80	1,895	6,675	28%
General and Administrative	18,362	74,437	215,641	35%	20,485	74,668	224,425	33%
Marketing	466	4,629	17,847	26%	1,134	5,559	23,290	24%
TOTAL OPERATING EXPENSES	41,028	171,287	567,257	30%	46,900	178,174	591,646	30%
TOTAL EXPENSES	98,248	394,740	1,263,537	31%	112,531	443,008	1,391,007	32%
OTHER INCOME (EXPENSE)								
MANAGEMENT FEES	(5,944)	(23,775)	(71,324)	33%	(6,063)	(24,250)	(72,756)	33%
Depreciation & Amortization	(96)	(382)	(1,146)	33%	(96)	(382)	(1,146)	33%
TOTAL OTHER INCOME (EXPENSE)	(6,039)	(24,157)	(72,470)	33%	(6,158)	(24,632)	(73,902)	33%
NET INCOME	21,702	(3,314)	(88,229)	4%	19,618	(49,803)	(124,593)	40%
Paid Rounds	3,429	11,736			3,800	11,998	38,181	31%
Annual Pass Rounds	491	1,665			397	1,371	5,379	25%
Other Rounds	240	867			225	891	1,970	45%
Total Rounds	4,160	14,268			4,422	14,260	45,530	31%
Revenue/Paid Rounds	37	35			36	35	35	99%
Revenue/Total Rounds	30	29			31	29	29	100%

The Golf Club at Cypress Head
For the Four Months Ending January 31, 2020

	<u>01/31/20</u>	<u>09/30/19</u>	<u>01/31/19</u>
ASSETS			
CURRENT ASSETS:			
Cash			
Cash - Depository	71,486	108,108	131,732
Cash - Payroll	32,070	23,753	29,128
Cash - Manual Checks	850	850	850
Cash - Housebank & Other	500	500	500
Total Cash	<u>104,906</u>	<u>133,211</u>	<u>162,210</u>
Accounts Receivable			
A/R Member	1,236	63,969	460
Total Accounts Recievable	<u>1,236</u>	<u>63,969</u>	<u>460</u>
Other Current Assets			
Inventory - Merchandise	26,939	17,540	18,788
Prepaid Insurance	13,209	22,367	12,223
Prepaid Exp - Other	25,587	7,036	1,132
Total Other Current Assets	<u>65,735</u>	<u>46,943</u>	<u>32,143</u>
TOTAL CURRENT ASSETS	<u>171,876</u>	<u>244,123</u>	<u>194,813</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>(28,058)</u>	<u>(27,676)</u>	<u>(26,911)</u>
TOTAL PROPERTY, PLANT AND EQUIPMENT	<u>8,090</u>	<u>8,472</u>	<u>9,237</u>
TOTAL ASSETS	<u><u>179,966</u></u>	<u><u>252,595</u></u>	<u><u>204,050</u></u>

The Golf Club at Cypress Head
For the Four Months Ending January 31, 2020

	<u>01/31/20</u>	<u>09/30/19</u>	<u>01/31/19</u>
LIABILITIES AND STOCKHOLDERS' EQUITY			
CURRENT LIABILITIES:			
Accts Pay - Trade	40,302	43,781	19,015
Accts Pay - Other	(5,201)	(49,825)	22,987
Accrued Expenses	1,721	1,322	630
Accrued Payroll	32,153	34,325	26,826
Accrued Taxes	8,112	4,061	7,424
Deferred Revenue	152,685	218,932	158,924
TOTAL CURRENT LIABILITIES	<u>229,771</u>	<u>252,596</u>	<u>235,806</u>
 TOTAL LIABILITIES	 <u>229,771</u>	 <u>252,596</u>	 <u>235,806</u>
 STOCKHOLDER'S EQUITY			
Retained Earnings	(49,805)	(1)	(31,756)
Net Retained Earnings	(49,805)	(1)	(31,756)
Stockholders Equity	(49,805)	(1)	(31,756)
TOTAL STOCKHOLDER'S EQUITY	<u>(49,805)</u>	<u>(1)</u>	<u>(31,756)</u>
 TOTAL LIABILITIES AND STOCKHOLDER'S EQUITY	 <u>179,966</u>	 <u>252,595</u>	 <u>204,050</u>

[illegible]

The Golf Club at Cypress Head
Summary of All Units
For the Four Months Ending January 31, 2020

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												
75,787	76,876	99%	71,510	106%	Green Fees	222,700	238,965	93%	229,196	97%	703,655	659,329
47,166	43,737	108%	41,067	115%	Cart Fee	145,126	149,982	97%	139,679	104%	477,197	433,012
420	550	76%	540	78%	Handicap Fee	540	790	68%	750	72%	4,360	4,198
1,655	600	276%	580	285%	Lessons	3,238	1,400	231%	1,355	239%	5,650	11,299
310	280	111%	280	111%	Rental Clubs	910	910	102%	910	102%	3,280	3,270
4,973	5,050	98%	5,036	99%	Retail	21,474	20,850	103%	20,811	103%	68,150	67,570
4,401	3,600	122%	3,607	122%	Range	12,053	11,100	109%	10,744	112%	40,400	35,101
3,595	3,390	106%	3,370	107%	City Surcharge R & R	11,489	11,385	101%	11,665	98%	37,149	35,216
0	0	0%	0	0%	Miscellaneous G&A	288	475	61%	472	61%	475	1,037
138,306	134,082	103%	125,989	110%	Total Revenues	417,837	435,857	96%	415,582	101%	1,340,317	1,250,032
COST OF GOODS SOLD												
2,506	3,232	78%	2,878	87%	COGS - Merchandise	13,022	13,344	98%	12,511	104%	43,616	41,518
2,506	3,232	78%	2,878	87%	Total COGS	13,022	13,344	98%	12,511	104%	43,616	41,518
135,800	130,850	104%	123,111	110%	GROSS MARGIN	404,815	422,513	96%	403,072	100%	1,296,701	1,208,514
50.39%	64.00%	78.74%	57.15%	88.17%	COGS - Merchandise %	60.64%	64.00%	94.75%	60.12%	100.87%	64.00%	714.67%
PAYROLL												
22,921	24,411	94%	19,446	118%	Gross Payroll - Salaried	94,994	97,645	97%	75,354	126%	293,536	262,802
29,805	29,012	103%	25,757	116%	Gross Payroll - Hourly	109,270	111,437	98%	98,126	111%	334,824	311,546
52,725	53,424	99%	45,202	117%	S/T Wages	204,264	209,082	98%	173,481	118%	628,360	574,348
3,823	4,087	94%	3,239	118%	Payroll Tax - FICA	14,701	15,995	92%	12,479	118%	48,069	41,292
409	668	61%	341	120%	Payroll Tax - UC	736	1,107	66%	584	126%	3,811	2,823
811	919	88%	653	124%	Payroll Tax - WC	3,866	3,596	107%	3,018	128%	11,125	10,253
5,356	5,260	102%	4,907	109%	Benefits	28,246	21,039	134%	21,382	132%	64,380	67,427
10,399	10,934	95%	9,140	114%	S/T Adders	47,549	41,737	114%	37,462	127%	127,385	121,795
63,124	64,357	98%	54,342	116%	TOTAL PAYROLL	251,813	250,819	100%	210,942	119%	755,745	696,143
OPERATING EXPENSES												
166	200	83%	109	152%	Cart Supplies	428	500	86%	471	91%	1,600	1,121
269	0	0%	0	0%	Chemicals	269	664	41%	664	41%	2,264	2,413
79	250	31%	475	17%	Course Accessories	713	1,140	63%	1,281	56%	2,640	1,907
2,731	2,000	137%	2,156	127%	Fertilizer	7,187	8,700	83%	7,977	90%	32,100	35,324
0	250	0%	0	0%	Flowers/Decor	0	250	0%	0	0%	1,000	0
1,040	500	208%	0	0%	Fuel	3,357	4,350	77%	3,971	85%	13,350	10,957
0	300	0%	200	0%	Fungicides	820	1,450	57%	200	410%	3,300	5,348
1,920	400	480%	406	473%	Herbicides	6,617	2,450	270%	1,956	338%	19,400	22,000
484	300	161%	124	390%	Insecticides	1,724	1,150	150%	653	264%	15,550	11,690
573	325	176%	622	92%	Janitorial Supplies	1,193	1,600	75%	1,822	65%	6,040	5,401
19	300	6%	292	7%	Laundry/Uniforms	1,810	500	362%	492	368%	1,600	2,144
1,169	350	334%	98	1193%	Office Supplies	2,721	1,300	209%	1,234	220%	4,250	5,628
0	0	0%	0	0%	Range Balls	1,325	1,400	95%	1,325	100%	2,800	2,650
0	200	0%	159	0%	Range Equipment	0	400	0%	331	0%	1,600	2,091
0	0	0%	0	0%	Sand/Topdress	1,058	1,500	71%	1,079	98%	13,200	12,371
350	3,000	12%	3,580	10%	Seeds/Trees	5,931	8,750	68%	7,895	75%	12,150	11,056
0	50	0%	0	0%	Small Tools	330	500	66%	91	362%	1,300	692
0	0	0%	0	0%	Staff/Volunteer Uniforms	0	400	0%	0	0%	950	0
0	0	0%	0	0%	Supplies	815	0	0%	0	0%	1,000	2,353
0	0	0%	0	0%	Tournament Expense	(13)	200	-6%	48	-27%	600	775
223	250	89%	262	85%	Alarm System	1,117	1,000	112%	1,403	80%	3,000	4,137
0	100	0%	0	0%	Cart Repairs	32	200	16%	141	23%	600	139
54	250	21%	0	0%	Computer Service	215	1,000	21%	0	0%	6,500	868
796	825	96%	812	98%	Contract Cleaning	3,248	3,300	98%	3,248	100%	9,900	9,744
0	0	0%	34	0%	Guest Relations	0	0	0%	54	0%	0	81
0	0	0%	0	0%	Handicap Expense	130	150	87%	150	87%	4,375	4,303
1,900	300	633%	56	3392%	Irrigation	2,041	1,900	107%	1,187	172%	7,900	7,759
0	0	0%	0	0%	Lesson Expense	0	0	0%	0	0%	150	49
2,604	2,300	113%	1,564	167%	Repair & Maint - Equipment	7,003	7,200	97%	5,479	128%	20,700	20,367
735	550	134%	483	152%	Repair & Maint - Building	3,081	1,900	162%	1,515	203%	5,350	8,445
6,445	6,225	104%	6,225	104%	Cart Lease	25,778	24,898	104%	24,049	107%	74,694	75,574
4,638	5,356	87%	5,356	87%	Equipment Lease	18,552	21,423	87%	22,272	83%	64,268	61,397
176	188	94%	176	100%	Off-Site Storage	704	752	94%	704	100%	2,256	2,112
1,078	1,100	98%	1,065	101%	Utilities - Electric	4,542	4,490	101%	4,471	102%	13,890	14,036
2,319	3,000	77%	2,642	88%	Utilities - Other	12,457	14,000	89%	13,666	91%	41,800	41,045
329	290	113%	292	113%	Utilities - Telephone/Fax	1,156	1,310	88%	1,155	100%	4,080	3,300
212	250	85%	196	108%	Utilities - Water	810	1,000	81%	888	91%	3,000	2,523
1,134	500	227%	466	243%	Advertising & Promotion	5,559	4,500	124%	4,629	120%	23,150	18,638
336	300	112%	343	98%	Bank Charges	1,540	1,200	128%	3,117	49%	3,600	3,906
70	0	0%	(89)	-79%	Cash Short/(Over)	77	0	0%	(318)	-24%	0	(273)
200	250	80%	200	100%	Cell Phone	800	1,000	80%	700	114%	3,000	2,400
3,595	3,390	106%	3,370	107%	City Surcharge R & R	11,489	11,385	101%	11,665	98%	37,149	35,216

The Golf Club at Cypress Head
Summary of All Units
For the Four Months Ending January 31, 2020

MTD	MTD	% of	MTD	% of		YTD	YTD	% of	YTD	% of	Annual	
Actual	Budget	Budget	Prior Year	PY		Actual	Budget	Budget	Prior Year	PY	Budget	
1,963	2,000	98%	2,154	91%	Credit Card Discounts	8,864	9,100	97%	7,474	119%	28,100	24,159
0	0	0%	(40)	0%	Donations	(70)	0	0%	(130)	54%	0	497
0	150	0%	150	0%	Dues & Subscriptions	355	360	99%	358	99%	1,060	911
400	0	0%	0	0%	Education & Training	1,400	0	0%	0	0%	0	2,110
128	95	135%	22	580%	Employee Relations	858	1,055	81%	480	179%	1,815	(727)
29	30	97%	0	0%	Employee Testing	130	120	108%	87	149%	360	636
4,639	4,450	104%	4,320	107%	Insurance Expense	18,555	17,800	104%	17,282	107%	53,700	54,187
0	500	0%	1,083	0%	Member Relations	0	1,080	0%	1,583	0%	2,320	(844)
35	0	0%	0	0%	Messenger Service - Fedex	255	0	0%	0	0%	0	329
0	0	0%	0	0%	Miscellaneous	(9)	0	0%	20	-47%	0	(9)
1,875	200	938%	190	985%	O/S - Accounting	6,875	8,200	84%	8,190	84%	9,900	14,375
0	0	0%	0	0%	O/S - Other	0	1,000	0%	0	0%	10,150	11,737
443	600	74%	594	75%	Payroll Processing Fee	2,048	2,300	89%	2,194	93%	6,100	5,310
158	75	211%	73	216%	Postage/Shipping	308	425	72%	427	72%	1,475	1,398
520	0	0%	(30)	-1733%	Tax/Licenses/Fees	430	0	0%	(120)	-358%	0	275
0	750	0%	767	0%	Travel - Meals	240	900	27%	933	26%	2,600	2,123
1,068	110	971%	69	1546%	Travel - Other	1,319	860	153%	844	156%	8,010	5,988
46,900	42,858	109%	41,028	114%	TOTAL OPERATING EXPENSES	178,174	183,012	97%	171,287	104%	591,646	574,144
25,776	23,635	109%	27,742	93%	EBITDA	(25,171)	(11,317)	222%	20,843	-121%	(50,690)	(61,773)
6,063	6,063	100%	5,944	102%	Management Fee	24,250	24,252	100%	23,775	102%	72,756	71,799
6,063	6,063	100%	5,944	102%	Management Fees	24,250	24,252	100%	23,775	102%	72,756	71,799
23	23	100%	23	100%	Deprec - Mach & Equip	92	92	100%	92	100%	277	277
72	72	100%	72	100%	Deprec - Buildings	290	290	100%	290	100%	869	869
96	96	100%	96	100%	S/T DEPR. & AMORT	382	382	100%	382	100%	1,146	1,146
19,618	17,476	112%	21,702	90%	NET INCOME	(49,803)	(35,951)	139%	(3,314)	1503%	(124,593)	(134,718)

The Golf Club at Cypress Head
Course & Grounds
For the Four Months Ending January 31, 2020

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												
75,787	76,876	99%	71,510	106%	Green Fees	222,700	238,965	93%	229,196	97%	703,655	659,329
3,595	3,390	106%	3,370	107%	City Surcharge R & R	11,489	11,385	101%	11,665	98%	37,149	35,216
79,382	80,266	99%	74,880	106%	Total Revenues	234,188	250,350	94%	240,861	97%	740,804	694,545
79,382	80,266	99%	74,880	106%	GROSS MARGIN	234,188	250,350	94%	240,861	97%	740,804	694,545
PAYROLL												
9,024	10,916	83%	7,580	119%	Gross Payroll - Salaried	39,995	43,664	92%	28,830	139%	130,992	107,075
17,072	16,446	104%	13,409	127%	Gross Payroll - Hourly	61,451	65,253	94%	51,711	119%	193,638	166,776
26,096	27,362	95%	20,988	124%	S/T Wages	101,446	108,917	93%	80,541	126%	324,630	273,850
1,926	2,093	92%	1,488	129%	Payroll Tax - FICA	7,221	8,332	87%	5,690	127%	24,834	19,265
193	342	56%	182	106%	Payroll Tax - UC	309	452	68%	242	128%	1,767	1,186
380	471	81%	286	133%	Payroll Tax - WC	1,904	1,873	102%	1,377	138%	5,747	4,826
2,137	2,560	83%	2,461	87%	Benefits	14,891	10,241	145%	10,545	141%	31,354	34,957
4,636	5,466	85%	4,416	105%	S/T Adders	24,324	20,899	116%	17,854	136%	63,702	60,233
30,732	32,828	94%	25,404	121%	TOTAL PAYROLL	125,770	129,816	97%	98,395	128%	388,332	334,083
OPERATING EXPENSES												
269	0	0%	0	0%	Chemicals	269	664	41%	664	41%	2,264	2,413
79	250	31%	475	17%	Course Accessories	713	1,140	63%	1,281	56%	2,640	1,907
2,731	2,000	137%	2,156	127%	Fertilizer	7,187	8,700	83%	7,977	90%	32,100	35,324
0	250	0%	0	0%	Flowers/Decor	0	250	0%	0	0%	1,000	0
1,040	500	208%	0	0%	Fuel	3,357	4,350	77%	3,971	85%	13,350	10,957
0	300	0%	200	0%	Fungicides	820	1,450	57%	200	410%	3,300	5,348
1,920	400	480%	406	473%	Herbicides	6,617	2,450	270%	1,956	338%	19,400	22,000
484	300	161%	124	390%	Insecticides	1,724	1,150	150%	653	264%	15,550	11,690
0	0	0%	0	0%	Sand/Topdress	1,058	1,500	71%	1,079	98%	13,200	12,371
350	3,000	12%	3,580	10%	Seeds/Trees	5,931	8,750	68%	7,895	75%	12,150	11,056
0	50	0%	0	0%	Small Tools	330	500	66%	91	362%	1,300	692
0	0	0%	0	0%	Staff/Volunteer Uniforms	0	400	0%	0	0%	950	0
1,900	300	633%	56	3392%	Irrigation	2,041	1,900	107%	1,187	172%	7,900	7,759
1,853	1,500	124%	775	239%	Repair & Maint - Equipment	6,222	6,000	104%	4,392	142%	18,000	19,174
0	100	0%	0	0%	Repair & Maint - Building	879	400	220%	0	0%	1,200	885
4,638	5,356	87%	5,356	87%	Equipment Lease	18,552	21,423	87%	22,272	83%	64,268	56,042
157	200	78%	197	80%	Utilities - Electric	762	890	86%	881	87%	2,790	2,579
887	1,000	89%	889	100%	Utilities - Other	5,630	6,000	94%	5,799	97%	17,200	18,219
170	140	122%	142	120%	Utilities - Telephone/Fax	516	560	92%	418	124%	1,680	1,280
212	250	85%	196	108%	Utilities - Water	810	1,000	81%	888	91%	3,000	2,523
400	0	0%	0	0%	Education & Training	400	0	0%	0	0%	0	1,110
0	20	0%	0	0%	Employee Relations	0	80	0%	0	0%	240	80
29	30	97%	0	0%	Employee Testing	130	120	108%	87	149%	360	636
0	0	0%	0	0%	O/S - Other	0	1,000	0%	0	0%	10,150	11,737
550	0	0%	0	0%	Tax/Licenses/Fees	550	0	0%	0	0%	0	550
0	60	0%	66	0%	Travel - Other	181	60	302%	66	273%	470	1,211
17,670	16,006	110%	14,618	121%	TOTAL OPERATING EXPENSES	64,680	70,737	91%	61,757	105%	244,462	237,543
30,980	31,432	99%	34,858	89%	EBITDA	43,738	49,797	88%	80,709	54%	108,010	122,918
30,980	31,432	99%	34,858	89%	NET INCOME	43,738	49,797	88%	80,709	54%	108,010	122,918

The Golf Club at Cypress Head
Carts
For the Four Months Ending January 31, 2020

MTD Actual	MTD Budget	% of Budget	MTD Prior Year	% of PY		YTD Actual	YTD Budget	% of Budget	YTD Prior Year	% of PY	Annual Budget	
47,166	43,737	108%	41,067	115%	REVENUES	145,126	149,982	97%	139,679	104%	477,197	433,012
47,166	43,737	108%	41,067	115%	Cart Fee	145,126	149,982	97%	139,679	104%	477,197	433,012
47,166	43,737	108%	41,067	115%	Total Revenues	145,126	149,982	97%	139,679	104%	477,197	433,012
					GROSS MARGIN	145,126	149,982	97%	139,679	104%	477,197	433,012
6,727	7,287	92%	6,695	100%	PAYROLL	25,300	25,239	100%	26,363	96%	79,032	80,179
6,727	7,287	92%	6,695	100%	Gross Payroll - Hourly	25,300	25,239	100%	26,363	96%	79,032	80,179
					S/T Wages	25,300	25,239	100%	26,363	96%	79,032	80,179
524	557	94%	511	103%	Payroll Tax - FICA	2,027	1,931	105%	2,081	97%	6,046	6,461
54	91	59%	47	115%	Payroll Tax - UC	190	283	67%	211	90%	940	893
100	125	79%	106	94%	Payroll Tax - WC	480	434	111%	470	102%	1,400	1,429
5	7	74%	9	55%	Benefits	42	26	158%	17	243%	80	104
683	781	87%	673	101%	S/T Adders	2,739	2,674	102%	2,780	99%	8,465	8,886
7,410	8,068	92%	7,369	101%	TOTAL PAYROLL	28,040	27,913	100%	29,142	96%	87,497	89,065
166	200	83%	109	152%	OPERATING EXPENSES	428	500	86%	471	91%	1,600	1,121
0	0	0%	0	0%	Cart Supplies	0	0	0%	0	0%	0	17
0	100	0%	0	0%	Supplies	32	200	16%	141	23%	600	139
6,445	6,225	104%	6,225	104%	Cart Repairs	25,778	24,898	104%	24,049	107%	74,694	75,574
921	900	102%	869	106%	Lease	3,779	3,600	105%	3,590	105%	11,100	11,457
7,531	7,425	101%	7,202	105%	Utilities - Electric	30,018	29,198	103%	28,250	106%	87,994	88,309
32,225	28,244	114%	26,496	122%	TOTAL OPERATING EXPENSES	87,069	92,872	94%	82,287	106%	301,706	255,639
32,225	28,244	114%	26,496	122%	EBITDA	87,069	92,872	94%	82,287	106%	301,706	255,639
					NET INCOME	87,069	92,872	94%	82,287	106%	301,706	255,639

The Golf Club at Cypress Head
Range
For the Four Months Ending January 31, 2020

MTD Actual	MTD Budget	% of Budget	MTD Prior Year	% of PY		YTD Actual	YTD Budget	% of Budget	YTD Prior Year	% of PY	Annual Budget	
4,401	3,600	122%	3,607	122%	REVENUES							
4,401	3,600	122%	3,607	122%	Range	12,053	11,100	109%	10,744	112%	40,400	35,101
4,401	3,600	122%	3,607	122%	Total Revenues	12,053	11,100	109%	10,744	112%	40,400	35,101
4,401	3,600	122%	3,607	122%	GROSS MARGIN	12,053	11,100	109%	10,744	112%	40,400	35,101
0	0	0%	0	0%	OPERATING EXPENSES							
0	200	0%	159	0%	Range Balls	1,325	1,400	95%	1,325	100%	2,800	2,650
0	0	0%	0	0%	Range Equipment	0	400	0%	331	0%	1,600	2,091
0	200	0%	159	0%	Repair & Maint - Equipment	30	100	30%	21	143%	400	30
0	200	0%	159	0%	TOTAL OPERATING EXPENSES	1,355	1,900	71%	1,677	81%	4,800	4,771
4,401	3,400	129%	3,448	128%	EBITDA	10,698	9,200	116%	9,067	118%	35,600	30,331
4,401	3,400	129%	3,448	128%	NET INCOME	10,698	9,200	116%	9,067	118%	35,600	30,331

The Golf Club at Cypress Head
Golf Shop
For the Four Months Ending January 31, 2020

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												
420	550	76%	540	78%	Handicap Fee	540	790	68%	750	72%	4,360	4,198
1,655	600	276%	580	285%	Lessons	3,238	1,400	231%	1,355	239%	5,650	11,299
310	280	111%	280	111%	Rental Clubs	930	910	102%	910	102%	3,280	3,270
4,973	5,050	98%	5,036	99%	Retail	21,474	20,850	103%	20,811	103%	68,150	67,570
7,358	6,480	114%	6,436	114%	Total Revenues	26,182	23,950	109%	23,826	110%	81,440	86,337
COST OF GOODS SOLD												
2,506	3,232	78%	2,878	87%	COGS - Merchandise	13,022	13,344	98%	12,511	104%	43,616	41,518
2,506	3,232	78%	2,878	87%	Total COGS	13,022	13,344	98%	12,511	104%	43,616	41,518
4,852	3,248	149%	3,558	136%	GROSS MARGIN	13,160	10,606	124%	11,315	116%	37,824	44,819
50.39%	64.00%	78.74%	57.15%	88.17%	COGS - Merchandise %	60.64%	64.00%	94.75%	60.12%	100.87%	64.00%	714.67%
PAYROLL												
5,237	4,216	124%	4,503	116%	Gross Payroll - Hourly	19,476	16,728	116%	16,317	119%	49,640	55,885
5,237	4,216	124%	4,503	116%	S/T Wages	19,476	16,728	116%	16,317	119%	49,640	55,885
380	323	118%	344	110%	Payroll Tax - FICA	1,472	1,280	115%	1,264	116%	3,797	4,344
44	53	83%	20	225%	Payroll Tax - UC	119	158	76%	35	345%	530	462
85	73	118%	68	126%	Payroll Tax - WC	370	288	129%	292	127%	879	980
464	0	0%	0	0%	Benefits	1,377	0	0%	0	0%	0	1,377
974	448	218%	432	226%	S/T Adders	3,339	1,725	194%	1,590	210%	5,206	7,163
6,211	4,664	133%	4,935	126%	TOTAL PAYROLL	22,815	18,453	124%	17,906	127%	54,846	63,048
OPERATING EXPENSES												
60	0	0%	13	482%	Office Supplies	439	100	439%	110	400%	300	797
0	0	0%	0	0%	Supplies	815	0	0%	0	0%	1,000	2,336
0	50	0%	0	0%	Tournament Expense	(13)	200	-6%	48	-27%	600	775
0	0	0%	0	0%	Handicap Expense	130	150	87%	150	87%	4,375	4,303
0	0	0%	0	0%	Lesson Expense	0	0	0%	0	0%	150	49
20	250	8%	208	10%	Repair & Maint - Building	524	250	210%	230	228%	250	612
0	0	0%	0	0%	Cash Short/(Over)	(1)	0	0%	0	0%	0	(1)
80	300	27%	221	36%	TOTAL OPERATING EXPENSES	1,895	700	271%	537	353%	6,675	8,871
(1,440)	(1,716)	84%	(1,598)	90%	EBITDA	(11,550)	(8,547)	135%	(7,128)	162%	(23,697)	(27,100)
(1,440)	(1,716)	84%	(1,598)	90%	NET INCOME	(11,550)	(8,547)	135%	(7,128)	162%	(23,697)	(27,100)

The Golf Club at Cypress Head
G & A
For the Four Months Ending January 31, 2020

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	288	475	61%	472	61%	475	1,037
0	0	0%	0	0%	Total Revenues	288	475	61%	472	61%	475	1,037
0	0	0%	0	0%	GROSS MARGIN	288	475	61%	472	61%	475	1,037
PAYROLL												
10,396	10,043	104%	8,481	123%	Gross Payroll - Salaried	40,929	40,173	102%	32,545	126%	120,520	112,412
769	1,063	72%	1,150	67%	Gross Payroll - Hourly	3,043	4,217	72%	3,736	81%	12,514	8,706
11,165	11,106	101%	9,631	116%	S/T Wages	43,972	44,390	99%	36,281	121%	133,034	121,118
742	850	87%	653	114%	Payroll Tax - FICA	2,978	3,396	88%	2,441	122%	10,177	8,159
89	139	64%	56	157%	Payroll Tax - UC	89	159	56%	59	150%	389	205
187	191	98%	138	135%	Payroll Tax - WC	836	764	110%	634	132%	2,355	2,247
2,246	2,192	102%	1,973	114%	Benefits	9,698	8,769	111%	8,771	111%	26,823	25,144
3,263	3,372	97%	2,821	116%	S/T Adders	13,600	13,088	104%	11,905	114%	39,745	35,754
14,428	14,478	100%	12,452	116%	TOTAL PAYROLL	57,572	57,478	100%	48,186	119%	172,779	156,872
OPERATING EXPENSES												
573	325	176%	622	92%	Janitorial Supplies	1,193	1,600	75%	1,822	65%	6,040	5,401
19	300	6%	292	7%	Laundry/Uniforms	1,810	500	362%	492	368%	1,600	2,144
1,108	350	317%	85	1297%	Office Supplies	2,282	1,200	190%	1,124	203%	3,950	4,831
223	250	89%	262	85%	Alarm System	1,117	1,000	112%	1,403	80%	3,000	4,137
54	250	21%	0	0%	Computer Service	215	1,000	21%	0	0%	6,500	868
796	825	96%	812	98%	Contract Cleaning	3,248	3,300	98%	3,248	100%	9,900	9,744
0	0	0%	34	0%	Guest Relations	0	0	0%	54	0%	0	81
751	800	94%	789	95%	Repair & Maint - Equipment	751	1,100	68%	1,065	71%	2,300	1,163
715	200	357%	275	260%	Repair & Maint - Building	1,677	1,250	134%	1,285	130%	3,900	6,948
0	0	0%	0	0%	Equipment Lease	0	0	0%	0	0%	0	5,356
176	188	94%	176	100%	Off-Site Storage	704	752	94%	704	100%	2,256	2,112
1,432	2,000	72%	1,753	82%	Utilities - Other	6,827	8,000	85%	7,866	87%	24,600	22,826
158	150	105%	150	105%	Utilities - Telephone/Fax	640	750	85%	737	87%	2,400	2,020
336	300	112%	343	98%	Bank Charges	1,540	1,200	128%	3,117	49%	3,600	3,906
70	0	0%	(89)	-79%	Cash Short/(Over)	77	0	0%	(318)	-24%	0	(272)
200	250	80%	200	100%	Cell Phone	800	1,000	80%	700	149%	3,900	2,400
3,595	3,380	106%	3,370	107%	City Surcharge R & R	11,489	11,385	101%	11,665	98%	37,149	35,216
1,963	2,000	98%	2,154	91%	Credit Card Discounts	8,864	9,100	97%	7,474	119%	28,100	24,159
0	0	0%	(40)	0%	Donations	(70)	0	0%	(130)	54%	0	497
0	150	0%	150	0%	Dues & Subscriptions	355	360	99%	358	99%	1,060	911
0	0	0%	0	0%	Education & Training	1,000	0	0%	0	0%	0	1,000
128	75	171%	22	580%	Employee Relations	858	975	88%	480	179%	1,575	(807)
4,639	4,450	104%	4,320	107%	Insurance Expense	18,555	17,800	104%	17,282	107%	53,700	54,187
0	500	0%	1,083	0%	Member Relations	0	1,080	0%	1,583	0%	2,320	(844)
35	0	0%	0	0%	Messenger Service - Fedex	255	0	0%	0	0%	0	329
0	0	0%	0	0%	Miscellaneous	(9)	0	0%	20	-47%	0	(9)
1,875	200	938%	190	985%	O/S - Accounting	6,875	8,200	84%	8,190	84%	9,900	14,375
443	600	74%	594	75%	Payroll Processing Fee	2,048	2,300	89%	2,194	93%	6,100	5,310
158	75	211%	73	216%	Postage/Shipping	308	425	72%	427	72%	1,475	1,398
(30)	0	0%	(30)	100%	Tax/Licenses/Fees	(120)	0	0%	(120)	100%	0	(275)
0	750	0%	767	0%	Travel - Meals	240	900	27%	933	26%	2,600	2,123
1,068	50	2136%	3	36826%	Travel - Other	1,138	800	142%	778	146%	7,400	4,638
20,485	18,428	111%	18,362	112%	TOTAL OPERATING EXPENSES	74,668	75,977	98%	74,437	100%	224,425	215,872
(34,913)	(32,906)	106%	(30,814)	113%	EBITDA	(131,953)	(132,980)	99%	(122,151)	108%	(396,729)	(371,707)
6,063	6,063	100%	5,944	102%	Management Fee	24,250	24,252	100%	23,775	102%	72,756	71,799
6,063	6,063	100%	5,944	102%	Management Fees	24,250	24,252	100%	23,775	102%	72,756	71,799
23	23	100%	23	100%	Deprec - Mach & Equip	92	92	100%	92	100%	277	277
72	72	100%	72	100%	Deprec - Buildings	290	290	100%	290	100%	869	869
96	96	100%	96	100%	S/T DEPR. & AMORT	382	382	100%	382	100%	1,146	1,146
(41,071)	(39,064)	105%	(36,853)	111%	NET INCOME	(156,585)	(157,614)	99%	(146,308)	107%	(470,631)	(444,653)

The Golf Club at Cypress Head
Marketing
For the Four Months Ending January 31, 2020

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												
3,501	3,452	101%	3,385	103%	Gross Payroll - Salaried	14,069	13,808	102%	13,979	101%	42,024	43,316
3,501	3,452	101%	3,385	103%	S/T Wages	14,069	13,808	102%	13,979	101%	42,024	43,316
250	264	94%	242	103%	Payroll Tax - FICA	1,003	1,056	95%	1,002	100%	3,215	3,063
30	43	68%	37	80%	Payroll Tax - UC	30	54	54%	37	80%	186	78
59	59	100%	55	107%	Payroll Tax - WC	275	237	116%	245	112%	744	773
504	501	101%	463	109%	Benefits	2,238	2,003	112%	2,048	109%	6,123	5,846
843	867	97%	798	106%	S/T Adders	3,546	3,351	106%	3,333	106%	10,267	9,760
4,343	4,319	101%	4,182	104%	TOTAL PAYROLL	17,616	17,159	103%	17,312	102%	52,291	53,075
OPERATING EXPENSES												
1,134	500	227%	466	243%	Advertising & Promotion	5,559	4,500	124%	4,629	120%	23,150	18,638
0	0	0%	0	0%	Travel - Other	0	0	0%	0	0%	140	138
1,134	500	227%	466	243%	TOTAL OPERATING EXPENSES	5,559	4,500	124%	4,629	120%	23,290	18,777
(5,477)	(4,819)	114%	(4,649)	118%	EBITDA	(23,174)	(21,659)	107%	(21,941)	106%	(75,581)	(71,852)
(5,477)	(4,819)	114%	(4,649)	118%	NET INCOME	(23,174)	(21,659)	107%	(21,941)	106%	(75,581)	(71,852)

The Golf Club at Cypress Head
For the Four Months Ending January 31, 2020

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												
122,953	120,612	102%	112,577	109%	Green Fees & Cart Fees	367,826	388,947	95%	368,875	100%	1,180,853	1,092,341
4,973	5,050	98%	5,036	99%	Merchandise	21,474	20,850	103%	20,811	103%	68,150	67,570
2,385	1,430	167%	1,400	170%	Other Pro Shop	4,708	3,100	152%	3,015	156%	13,290	18,767
4,401	3,600	122%	3,607	122%	Range	12,053	11,100	109%	10,744	112%	40,400	35,101
3,595	3,390	106%	3,370	107%	Other Operating Revenues	11,489	11,385	101%	11,665	98%	37,149	35,216
0	0	0%	0	0%	Other G&A Income	288	475	61%	472	61%	475	1,037
138,306	134,082	103%	125,989	110%	TOTAL REVENUE	417,837	435,857	96%	415,582	101%	1,340,317	1,250,032
COST OF SALES												
2,506	3,232	78%	2,878	87%	Merchandise	13,022	13,344	98%	12,511	104%	43,616	41,518
2,506	3,232	78%	2,878	87%	TOTAL COGS	13,022	13,344	98%	12,511	104%	43,616	41,518
50.4%	64.0%	78.7%	57.2%	88.2%	COGS - Merchandise %	60.6%	64.0%	94.8%	60.1%	100.9%	64.0%	714.7%
PAYROLL												
30,732	32,828	94%	25,404	121%	Course and Grounds	125,770	129,816	97%	98,395	128%	388,332	334,083
7,410	8,068	92%	7,369	101%	Carts, Range, Starters, Etc.	28,040	27,913	100%	29,142	96%	87,497	89,065
6,211	4,664	133%	4,935	126%	Pro Shop	22,815	18,453	124%	17,906	127%	54,846	63,048
14,428	14,478	100%	12,452	116%	General and Administrative	57,572	57,478	100%	48,186	119%	172,779	156,872
4,343	4,319	101%	4,182	104%	Marketing	17,616	17,159	103%	17,312	102%	52,291	53,075
63,124	64,357	98%	54,342	116%	TOTAL PAYROLL	251,813	250,819	100%	210,942	119%	755,745	696,143
OPERATING EXPENSES												
17,670	16,006	110%	14,618	121%	Course and Grounds	64,680	70,737	91%	61,757	105%	244,462	237,543
7,531	7,625	99%	7,361	102%	Carts, Range, Starters, Etc.	31,372	31,098	101%	29,927	105%	92,794	93,080
80	300	27%	221	36%	Pro Shop	1,895	700	271%	537	353%	6,675	8,871
20,485	18,428	111%	18,362	112%	General and Administrative	74,668	75,977	98%	74,437	100%	224,425	215,872
1,134	500	227%	466	243%	Marketing	5,559	4,500	124%	4,629	120%	23,290	18,777
46,900	42,858	109%	41,028	114%	TOTAL OPERATING EXPENSES	178,174	183,012	97%	171,287	104%	591,646	574,144
112,531	110,447	102%	98,248	115%	TOTAL EXPENSES	443,008	447,174	99%	394,740	112%	1,391,007	1,311,805
25,776	23,635	109%	27,742	93%	EBITDA	(25,171)	(11,317)	222%	20,843	-121%	(50,690)	(61,773)

The Golf Club at Cypress Head
For the Four Months Ending January 31, 2020

MTD Actual	MTD Budget	% of Budget	MTD Prior Year	% of PY		YTD Actual	YTD Budget	% of Budget	YTD Prior Year	% of PY	Annual Budget	
25,776	23,635	109%	27,742	93%	EBITDA	(25,171)	(11,317)	222%	20,843	-121%	(50,690)	(61,773)
(6,063)	(6,063)	100%	(5,944)	102%	MANAGEMENT FEES	(24,250)	(24,252)	100%	(23,775)	102%	(72,756)	(71,799)
(96)	(96)	100%	(96)	100%	OTHER INCOME (EXPENSE)	(382)	(382)	100%	(382)	100%	(1,146)	(1,146)
(96)	(96)	100%	(96)	100%	Depreciation & Amortization	(382)	(382)	100%	(382)	100%	(1,146)	(1,146)
19,618	17,476	112%	21,702	90%	TOTAL OTHER INCOME (EXPENSE)	(382)	(382)	100%	(382)	100%	(1,146)	(1,146)
					NET INCOME	(49,803)	(35,951)	139%	(3,314)	1503%	(124,593)	(134,718)
3,800	3,728	102%	3,429	111%	Paid Rounds	11,998	12,087	99%	11,736	102%	38,181	36,920
397	471	84%	491	81%	Annual Pass Rounds	1,371	1,659	83%	1,665	82%	5,379	4,228
225	167	135%	240	94%	Other Rounds	891	636	140%	867	103%	1,970	2,758
4,422	4,366	101%	4,160	106%	Total Rounds	14,260	14,382	99%	14,268	100%	45,530	43,906
36	36	101%	37	99%	Revenue/Paid Rounds	35	36	97%	35	98%	35	401
31	31	102%	30	103%	Revenue/Total Rounds	29	30	97%	29	101%	29	337

TRIAL BALANCE SUMMARY FOR 2019

The Golf Club at Cypress Head

General Ledger

Ranges: From: To: 1/31/2020

Date: 1/1/2020

Account: First 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	\$9,595.20	\$196,358.28	\$134,467.55	\$61,890.73	\$71,485.93
	10050-5950-900	Cash - Course Payroll BMO	\$32,621.96	\$43,799.89	\$44,352.04	(\$552.15)	\$32,069.81
	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	\$5,759.93	\$4,988.70	\$9,512.65	(\$4,523.95)	\$1,235.98
	12000-5950-900	Inventory - Merchandise	\$26,357.21	\$6,364.86	\$5,782.75	\$582.11	\$26,939.32
	13020-5950-900	Prepaid Insurance	\$17,847.25	\$0.00	\$4,638.70	(\$4,638.70)	\$13,208.55
	13040-5950-900	Prepaid Exp - Other	\$21,362.52	\$8,655.67	\$4,431.55	\$4,224.12	\$25,586.64
	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	(\$3,953.98)	\$0.00	\$23.12	(\$23.12)	(\$3,977.10)
	22080-5950-900	Accum. Deprec - Buildings	(\$24,008.18)	\$0.00	\$72.41	(\$72.41)	(\$24,080.59)
	30000-5950-900	Accts Pay - Trade	(\$48,497.53)	\$116,881.79	\$108,685.95	\$8,195.84	(\$40,301.69)
	30040-5950-900	Accts Pay - Other	\$50,613.25	\$11,308.01	\$56,719.82	(\$45,411.81)	\$5,201.44
	31000-5950-900	Accrued Expenses	(\$1,050.00)	\$1,050.00	\$1,720.88	(\$670.88)	(\$1,720.88)
	31020-5950-900	Accrued Payroll	(\$22,139.89)	\$12,390.96	\$22,403.75	(\$10,012.79)	(\$32,152.68)
	31080-5950-900	Accrued Tips Payable	(\$25.60)	\$25.60	\$0.00	\$25.60	\$0.00
	31220-5950-900	Accrued Sales Tax	(\$5,107.84)	\$5,107.84	\$8,112.19	(\$3,004.35)	(\$8,112.19)
	31400-5950-900	Accrued City Surcharge	\$0.00	\$3,595.03	\$3,595.03	\$0.00	\$0.00
	32000-5950-900	Deferred Rev - Rainchecks	(\$2,096.75)	\$1,041.88	\$322.23	\$719.65	(\$1,377.10)
	32020-5950-900	Deferred Rev - Outing Deposits	(\$1,886.39)	\$413.72	\$1,839.72	(\$1,426.00)	(\$3,312.39)
	32040-5950-900	Deferred Rev - Legacy GF Passes	(\$31,329.19)	\$3,481.03	\$0.00	\$3,481.03	(\$27,848.16)
	32050-5950-900	Deferred Revenue - Cypress GF Passes	(\$20,439.14)	\$2,271.02	\$0.00	\$2,271.02	(\$18,168.12)
	32070-5950-900	Deferred Rev - Gift Cards	(\$29,952.36)	\$3,053.40	\$115.80	\$2,937.60	(\$27,014.76)
	32100-5950-900	Deferred Rev - Credit Books	(\$13,145.26)	\$487.22	\$1,022.51	(\$535.29)	(\$13,680.55)
	32120-5950-900	Deferred Rev - Trail Fee Pass	(\$66,432.95)	\$7,548.00	\$1,499.00	\$6,049.00	(\$60,383.95)
	32220-5950-900	Deferred Rev - Founders Pass	(\$1,012.50)	\$112.50	\$0.00	\$112.50	(\$900.00)
	49020-5950-900	Retained Earnings - Current	\$1.07	\$0.00	\$0.00	\$0.00	\$1.07
	50000-5950-100	Green Fees - Annual Pass	(\$17,749.60)	\$0.00	\$5,864.55	(\$5,864.55)	(\$23,614.15)
	50040-5950-100	Green Fees - Member	(\$121,269.43)	\$0.00	\$66,327.54	(\$66,327.54)	(\$187,596.97)
	50070-5950-100	Green Fees - (surcharge)	(\$7,893.65)	\$3,595.03	\$7,190.06	(\$3,595.03)	(\$11,488.68)
	50500-5950-200	Cart Fee 18	(\$75,952.83)	\$0.00	\$39,617.56	(\$39,617.56)	(\$115,570.39)
	50520-5950-200	Cart Fee - Annual Trail	(\$22,008.05)	\$0.00	\$7,548.00	(\$7,548.00)	(\$29,556.05)
	52090-5950-600	Handicap Fee	(\$120.00)	\$0.00	\$420.00	(\$420.00)	(\$540.00)
	52150-5950-600	Lessons	(\$1,583.00)	\$0.00	\$1,655.00	(\$1,655.00)	(\$3,238.00)
	52280-5950-600	Rental Clubs	(\$620.00)	\$0.00	\$310.00	(\$310.00)	(\$930.00)
	52310-5950-600	Retail	(\$16,501.17)	\$0.00	\$4,972.57	(\$4,972.57)	(\$21,473.74)
	53050-5950-220	Range Pass Revenue	(\$7,651.60)	\$0.00	\$4,401.08	(\$4,401.08)	(\$12,052.68)
	56120-5950-100	City Surcharge R & R	(\$7,893.65)	\$0.00	\$3,595.03	(\$3,595.03)	(\$11,488.68)
	59010-5950-900	Miscellaneous G&A	(\$287.51)	\$0.00	\$0.00	\$0.00	(\$287.51)
	60000-5950-600	COGS - Merchandise - Accessories	\$10,516.03	\$2,515.91	\$10.00	\$2,505.91	\$13,021.94
	70000-5950-100	Gross Payroll - Salaried	\$30,970.82	\$10,950.56	\$1,926.21	\$9,024.35	\$39,995.17
	70000-5950-900	Gross Payroll - Salaried	\$30,533.09	\$13,375.95	\$2,979.89	\$10,396.06	\$40,929.15
	70000-5950-950	Gross Payroll - Salaried	\$10,568.87	\$4,435.62	\$935.12	\$3,500.50	\$14,069.37
	70010-5950-100	Gross Payroll - Hourly	\$44,379.18	\$20,313.04	\$3,241.29	\$17,071.75	\$61,450.93
	70010-5950-200	Gross Payroll - Hourly	\$18,573.32	\$8,033.76	\$1,306.68	\$6,727.08	\$25,300.40
	70010-5950-600	Gross Payroll - Hourly	\$14,239.05	\$6,393.39	\$1,156.55	\$5,236.84	\$19,475.89
	70010-5950-900	Gross Payroll - Hourly	\$2,273.98	\$983.52	\$214.67	\$768.85	\$3,042.83
	71000-5950-100	Payroll Tax - FICA	\$5,294.29	\$2,302.52	\$376.19	\$1,926.33	\$7,220.62
	71000-5950-200	Payroll Tax - FICA	\$1,502.88	\$624.32	\$99.96	\$524.36	\$2,027.24
	71000-5950-600	Payroll Tax - FICA	\$1,091.58	\$468.95	\$88.48	\$380.47	\$1,472.05
	71000-5950-900	Payroll Tax - FICA	\$2,235.79	\$986.24	\$244.38	\$741.86	\$2,977.65
	71000-5950-950	Payroll Tax - FICA	\$753.73	\$321.06	\$71.54	\$249.52	\$1,003.25
	71010-5950-100	Payroll Tax - UC	\$115.49	\$193.13	\$0.00	\$193.13	\$308.62
	71010-5950-200	Payroll Tax - UC	\$136.04	\$53.74	\$0.00	\$53.74	\$189.78
	71010-5950-600	Payroll Tax - UC	\$75.51	\$43.96	\$0.00	\$43.96	\$119.47
	71010-5950-900	Payroll Tax - UC	\$0.00	\$88.61	\$0.00	\$88.61	\$88.61

TRIAL BALANCE SUMMARY FOR 2019

The Golf Club at Cypress Head

Inactive	Account	Description	Beginning Balance	Debit	Credit	Net Change	Ending Balance
	71010-5950-950	Payroll Tax - UC	\$0.00	\$29.50	\$0.00	\$29.50	\$29.50
	71020-5950-100	Payroll Tax - WC	\$1,523.71	\$380.04	\$0.00	\$380.04	\$1,903.75
	71020-5950-200	Payroll Tax - WC	\$380.82	\$99.51	\$0.00	\$99.51	\$480.33
	71020-5950-600	Payroll Tax - WC	\$285.08	\$85.32	\$0.00	\$85.32	\$370.40
	71020-5950-900	Payroll Tax - WC	\$649.06	\$187.03	\$0.00	\$187.03	\$836.09
	71020-5950-950	Payroll Tax - WC	\$215.67	\$59.31	\$0.00	\$59.31	\$274.98
	71030-5950-100	Benefits	\$12,754.65	\$3,475.25	\$1,338.66	\$2,136.59	\$14,891.24
	71030-5950-200	Benefits	\$36.67	\$25.86	\$20.69	\$5.17	\$41.84
	71030-5950-600	Benefits	\$912.58	\$655.60	\$191.16	\$464.44	\$1,377.02
	71030-5950-900	Benefits	\$7,452.16	\$3,716.94	\$1,471.12	\$2,245.82	\$9,697.98
	71030-5950-950	Benefits	\$1,734.11	\$902.49	\$398.20	\$504.29	\$2,238.40
	80110-5950-200	Cart Supplies	\$261.95	\$165.96	\$0.00	\$165.96	\$427.91
	80120-5950-100	Chemicals	\$0.00	\$269.00	\$0.00	\$269.00	\$269.00
	80170-5950-100	Course Accessories	\$634.58	\$78.58	\$0.00	\$78.58	\$713.16
	80230-5950-100	Fertilizer	\$4,455.75	\$2,731.45	\$0.00	\$2,731.45	\$7,187.20
	80270-5950-100	Fuel	\$2,317.18	\$1,040.17	\$0.00	\$1,040.17	\$3,357.35
	80280-5950-100	Fungicides	\$819.68	\$0.00	\$0.00	\$0.00	\$819.68
	80320-5950-100	Herbicides	\$4,696.75	\$1,920.33	\$0.00	\$1,920.33	\$6,617.08
	80370-5950-100	Insecticides	\$1,239.81	\$483.74	\$0.00	\$483.74	\$1,723.55
	80380-5950-900	Janitorial Supplies	\$620.01	\$573.43	\$0.00	\$573.43	\$1,193.44
	80420-5950-900	Laundry/Uniforms	\$1,790.99	\$19.48	\$0.00	\$19.48	\$1,810.47
	80520-5950-600	Office Supplies	\$378.76	\$60.29	\$0.00	\$60.29	\$439.05
	80520-5950-900	Office Supplies	\$1,173.29	\$1,269.88	\$161.66	\$1,108.22	\$2,281.51
	80610-5950-220	Range Balls	\$1,325.00	\$0.00	\$0.00	\$0.00	\$1,325.00
	80690-5950-100	Sand/Topdress	\$1,057.68	\$0.00	\$0.00	\$0.00	\$1,057.68
	80710-5950-100	Seeds/Trees	\$5,581.25	\$350.00	\$0.00	\$350.00	\$5,931.25
	80730-5950-100	Small Tools	\$329.84	\$0.00	\$0.00	\$0.00	\$329.84
	80780-5950-600	Supplies	\$815.00	\$0.00	\$0.00	\$0.00	\$815.00
	80810-5950-600	Tournament Expense	(\$12.93)	\$0.00	\$0.00	\$0.00	(\$12.93)
	81010-5950-900	Alarm System	\$893.70	\$222.90	\$0.00	\$222.90	\$1,116.60
	81090-5950-200	Cart Repairs	\$31.84	\$0.00	\$0.00	\$0.00	\$31.84
	81130-5950-900	Computer Service	\$161.10	\$53.70	\$0.00	\$53.70	\$214.80
	81140-5950-900	Contract Cleaning	\$2,452.41	\$1,346.03	\$550.44	\$795.59	\$3,248.00
	81220-5950-600	Handicap Expense	\$130.00	\$0.00	\$0.00	\$0.00	\$130.00
	81250-5950-100	Irrigation	\$140.78	\$1,900.45	\$0.00	\$1,900.45	\$2,041.23
	81350-5950-100	Repair & Maint - Equipment	\$4,369.44	\$1,852.79	\$0.00	\$1,852.79	\$6,222.23
	81350-5950-220	Repair & Maint - Equipment	\$29.76	\$0.00	\$0.00	\$0.00	\$29.76
	81350-5950-900	Repair & Maint - Equipment	\$0.00	\$751.25	\$0.00	\$751.25	\$751.25
	81360-5950-100	Repair & Maint - Building	\$879.10	\$0.00	\$0.00	\$0.00	\$879.10
	81360-5950-600	Repair & Maint - Building	\$503.95	\$20.18	\$0.00	\$20.18	\$524.13
	81360-5950-900	Repair & Maint - Building	\$962.52	\$714.76	\$0.00	\$714.76	\$1,677.28
	82000-5950-200	Cart Lease	\$19,333.74	\$6,444.58	\$0.00	\$6,444.58	\$25,778.32
	82020-5950-100	Equipment Lease	\$13,914.00	\$4,638.00	\$0.00	\$4,638.00	\$18,552.00
	82060-5950-900	Off-Site Storage	\$528.00	\$176.00	\$0.00	\$176.00	\$704.00
	83000-5950-100	Utlities - Electric	\$605.45	\$156.98	\$0.00	\$156.98	\$762.43
	83000-5950-200	Utlities - Electric	\$2,858.94	\$920.55	\$0.00	\$920.55	\$3,779.49
	83020-5950-100	Utlities - Other	\$4,743.64	\$886.63	\$0.00	\$886.63	\$5,630.27
	83020-5950-900	Utlities - Other	\$5,394.92	\$1,431.87	\$0.00	\$1,431.87	\$6,826.79
	83030-5950-100	Utlities - Telephone/Fax	\$346.01	\$170.41	\$0.00	\$170.41	\$516.42
	83030-5950-900	Utlities - Telephone/Fax	\$481.74	\$308.24	\$150.00	\$158.24	\$639.98
	83050-5950-100	Utlities - Water	\$597.32	\$212.24	\$0.00	\$212.24	\$809.56
	84040-5950-950	Adv/Promo - Mktg/Bus Dev	\$4,425.27	\$1,358.72	\$225.00	\$1,133.72	\$5,558.99
	85020-5950-900	Bank Charges	\$1,204.69	\$612.48	\$276.78	\$335.70	\$1,540.39
	85050-5950-600	Cash Short/(Over)	(\$0.60)	\$0.00	\$0.00	\$0.00	(\$0.60)
	85050-5950-900	Cash Short/(Over)	\$6.95	\$536.98	\$466.83	\$70.15	\$77.10
	85060-5950-900	Cell Phone	\$600.00	\$200.00	\$0.00	\$200.00	\$800.00
	85070-5950-900	City Surcharge R & R	\$7,893.65	\$3,595.03	\$0.00	\$3,595.03	\$11,488.68
	85120-5950-900	Credit Card Discounts	\$6,901.49	\$1,962.71	\$0.00	\$1,962.71	\$8,864.20
	85140-5950-900	Donations	(\$70.00)	\$0.00	\$0.00	\$0.00	(\$70.00)
	85150-5950-900	Dues & Subscriptions	\$355.00	\$0.00	\$0.00	\$0.00	\$355.00
	85160-5950-100	Education & Training	\$0.00	\$400.00	\$0.00	\$400.00	\$400.00
	85160-5950-900	Education & Training	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
	85190-5950-900	Employee Relations	\$729.63	\$1,071.83	\$943.70	\$128.13	\$857.76

TRIAL BALANCE SUMMARY FOR 2019
The Golf Club at Cypress Head

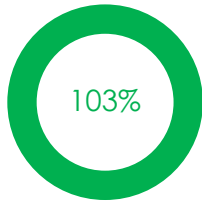
Inactive	Account	Description	Beginning Balance	Debit	Credit	Net Change	Ending Balance
	85200-5950-100	Employee Testing	\$100.75	\$29.00	\$0.00	\$29.00	\$129.75
	85280-5950-900	Insurance Expense	\$13,916.10	\$4,638.70	\$0.00	\$4,638.70	\$18,554.80
	85330-5950-900	Messenger Service - Fedex	\$220.60	\$34.77	\$0.00	\$34.77	\$255.37
	85340-5950-900	Miscellaneous	(\$9.39)	\$0.00	\$0.00	\$0.00	(\$9.39)
	85390-5950-900	O/S - Accounting	\$5,000.00	\$1,875.00	\$0.00	\$1,875.00	\$6,875.00
	85480-5950-900	Payroll Processing Fee	\$1,605.20	\$1,343.21	\$900.00	\$443.21	\$2,048.41
	85490-5950-900	Postage/Shipping	\$149.62	\$158.37	\$0.00	\$158.37	\$307.99
	85610-5950-100	Tax/Licenses/Fees	\$0.00	\$550.00	\$0.00	\$550.00	\$550.00
	85610-5950-900	Tax/Licenses/Fees	(\$90.00)	\$0.00	\$30.00	(\$30.00)	(\$120.00)
	85710-5950-900	Travel - Meals	\$240.15	\$0.00	\$0.00	\$0.00	\$240.15
	85720-5950-100	Travel - Other	\$180.91	\$0.00	\$0.00	\$0.00	\$180.91
	85720-5950-900	Travel - Other	\$70.41	\$1,067.95	\$0.00	\$1,067.95	\$1,138.36
	90000-5950-900	Management Fee	\$18,187.59	\$12,125.06	\$6,062.53	\$6,062.53	\$24,250.12
	98020-5950-900	Deprec - Mach & Equip	\$69.36	\$23.12	\$0.00	\$23.12	\$92.48
	98040-5950-900	Deprec - Buildings	\$217.23	\$72.41	\$0.00	\$72.41	\$289.64
	RCMWD-5950-100	Rounds - Complimentary - Weekday	14,799.00	106.00	0.00	106.00	14,905.00
	REMWD-5950-100	Rounds - Employee - Weekday	20,616.00	119.00	0.00	119.00	20,735.00
	RMBWD-5950-100	Rounds - Member - Weekday	77,194.00	397.00	0.00	397.00	77,591.00
	RPKWD-5950-100	Rounds - Peak - Weekday	419,484.00	3,800.00	0.00	3,800.00	423,284.00
	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:	140	\$0.00	\$577,056.77	\$577,056.77	\$0.00

Sales & Marketing Snapshot

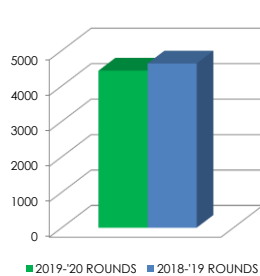
FEBRUARY

Report Date 3/9/20

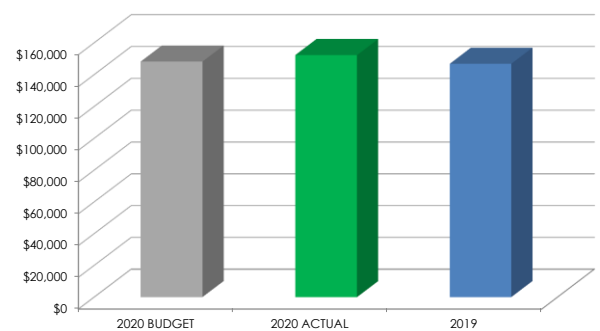
Percentage of Budget



Monthly Summary Totals



MONTHLY BUDGET	\$148,125
ACTUAL MONTHLY REVENUE	\$152,221
VARIANCE TO BUDGET	\$4,096
PY MONTHLY REVENUE	\$146,757



FEBRUARY

2019-20 Monthly Budget

REVENUE CLASS	AMOUNT
Total Golf	\$134,263
Outings	\$24,000
Merchandise	\$6,410
Payroll Expense	\$61,528
OpEx	\$51,280

2019-20 Actual Revenue

REVENUE CLASS	AMOUNT
Total Golf	\$132,799
Outings	\$29,691
Merchandise	\$11,831
Payroll Expense	\$58,410
OpEx	\$60,034

REVENUE CLASS	Month PY
Total Golf	\$133,088
Outings	\$21,799
Merchandise	\$6,355

2019-20 ROUNDS
4434
2018-19 ROUNDS
4635

FEBRUARY ACTION ITEMS / STRATEGIES / COMMENTS

- * Callaway Demo Day was held and generated increased sales for Pro shop - total merchandise sales for Feb. up \$5000 over prior year and budget
- * Multiple events to open 2020 Tournament season - \$4000 increase over February prior year outings
- * Welcomed our Northern Visitors - saw similar playing patterns to previous year.
- * Continuation of Player Development with Adult and Junior Clinics - 1 junior clinic and 2 adult clinics each week
- * Averaging 12 adults per clinic and 6 juniors per clinic
- * Took a \$3 price increase for residents which impacted number of rounds, less wear and tear but same amount of revenue

CYPRESS PASS SALES

2018 STATUS	2019 PASSES	2020 PASSES
Legacy Single	28	20
Legacy Double	10	9
Cypress Single	9	8
Cypress Double	4	4
Trail Fees	77	58
Founders	1	1
TOTAL PASSES	129	100
TOTAL REVENUE	\$197,787	\$158,588

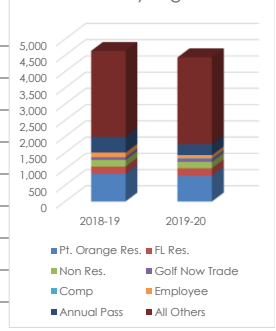
WEATHER INFORMATION

PLAYABLE DAYS	
2019	2020
25	25
PRECIPITATION IN INCHES	
2019	2020
1.8	1.7

ROUNDS SEGMENTATION

SEGMENT	2018-19	2019-20
Pt. Orange Res.	850	791
FL Res.	222	233
Non Res.	201	193
Golf Now Trade	90	97
Comp	4	14
Employee	136	95
Annual Pass	487	337
All Others	2,645	2,674
TOTAL	4,635	4,434

Rounds by Segment



TRUEREVIEW SUMMARY



2020 Month End OVERALL	SERVICE	COURSE	RECOMMEND	NPS	# of SURVEYS
9.1	9.6	8.2	9.2	74.1	27
2019 Month End OVERALL	SERVICE	COURSE	RECOMMEND	NPS	# of SURVEYS
9.1	9.8	8.1	9.4	82.1	28



March 20th, 2020

Robin Fenwick
City of Port Orange
1000 City Center Circle
Port Orange, FL 32129

Dear Ms. Fenwick,

The following is the financial and operational summary report for February 2020 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 2020								
	Current				Year to Date			
	Actual	Budget	Variance vs. Budget		Actual	Budget	Prior Year	Variance vs. Budget
Revenue								
Green Fees	\$ 82,279	\$ 84,442	\$ (2,163)		\$ 305,267	\$ 323,882	\$ 312,619	\$ (18,615)
Cart Fees	\$ 50,520	\$ 49,821	\$ 699		\$ 195,646	\$ 199,804	\$ 189,816	\$ (4,158)
Range	\$ 4,003	\$ 3,800	\$ 203		\$ 16,056	\$ 14,900	\$ 14,256	\$ 1,156
Pro- Shop Revenues	\$ 11,831	\$ 6,410	\$ 5,421		\$ 38,012	\$ 30,360	\$ 30,181	\$ 7,652
City Surcharge R/R	\$ 3,588	\$ 3,652	\$ (64)		\$ 15,077	\$ 15,037	\$ 15,468	\$ 40
Total Revenue	\$ 152,221	\$ 148,125	\$ 4,096		\$ 570,058	\$ 583,983	\$ 562,340	\$ (13,925)
Cost of Sales	\$ 5,056	\$ 3,264	\$ 1,792		\$ 18,078	\$ 16,608	\$ 15,960	\$ 1,470
Merchandise	\$ 5,056	\$ 3,264	\$ 1,792	68%	\$ 18,078	\$ 16,608	\$ 15,960	\$ 1,470
Gross Margin	\$ 147,165	\$ 144,861	\$ 2,304		\$ 551,980	\$ 567,375	\$ 546,380	\$ (15,395)
Total Payroll	\$ 58,410	\$ 61,528	\$ (3,118)		\$ 310,223	\$ 312,347	\$ 259,615	\$ (2,124)
Total Operating Expenses	\$ 60,264	\$ 51,280	\$ 8,984		\$ 238,438	\$ 234,292	\$ 220,220	\$ 4,146
EBITDA	\$ 28,490	\$ 32,053	\$ (3,563)		\$ 3,319	\$ 20,736	\$ 66,544	\$ (17,417)
Other Expenses	\$ 6,159	\$ 6,159	\$ -		\$ 30,793	\$ 30,793	\$ 30,196	\$ -
Management Fee	\$ 6,063	\$ 6,063	\$ -		\$ 30,315	\$ 30,315	\$ 29,718	\$ -
Interest Expense	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -
Depreciation	\$ 96	\$ 96	\$ -		\$ 478	\$ 478	\$ 478	\$ -
Net Cash From Ops	\$ 22,331	\$ 25,894	\$ (3,563)		\$ (27,474)	\$ (10,057)	\$ 36,348	\$ (17,417)
Rounds								
Total Rounds	4,344	4,652	(308)		18,694	19,034	18,903	(340)
Paid Rounds	3,892	3,984	(92)		15,890	16,071	15,654	(181)
Avg. GF/CF Total rounds	\$30.57	\$28.86	\$ 1.71		\$26.80	\$27.51	\$26.58	\$ (0.72)
Avg. GF/CF Paid rounds	\$34.12	\$33.70	\$ 0.42		\$31.52	\$32.59	\$32.10	\$ (1.06)
Avg. Merchandise/round	\$2.72	\$1.38	\$ 1.35		\$2.03	\$1.60	\$1.60	\$ 0.44

Overview:

- Overall golf revenues for February finished higher than the projected budget for the month. The range revenues were higher than budgeted & Pro Shop revenues were also higher to the budget.
- Total payroll for the month was lower to the projected budgeted amount.
- Our operating expenses finished slightly higher than the budgeted amount due to the timing of invoices for fertilizers and herbicides.
- The month of February is the fifth month in our fiscal year 2019-2020. Year to Date revenues are slightly lower than projected with retail sales being higher at this time. The payroll expenses are equal to the budget and operating expenses are slightly higher than projected.

R&R Projects:

- There were no projects for the month of February 2020.

Tee Sheet Activity:

- There were 4,434 total rounds for the month which included 3,892 paid rounds, 337 Annual with Cypress Pass member rounds and 205 other rounds. The round type for the month included 3,304 eighteen hole rounds and 1,026 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 2020 and YTD rounds mix:

Type	Actual	Budget	Month- P.Y.	Y.T.D	P.Y-Y.T.D
Paid	3892	3984	3918	15890	15654
Annual	337	487	487	1706	2152
Other rounds	205	181	230	1096	1097
Total Rounds	4434	4652	4635	18694	18903

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

- Our superintendent, Darren Bache has been implementing the agronomic program that he has developed since his hiring.
- Expenses for the month were higher than projected due to the timing of invoices for additional fertilizer & herbicides as recommended by the superintendent.
- A high priority item has been to evaluate the current irrigation system which continues to be troublesome due to the age of the system. We have installed a new Operating system to assist Darren with satellite control for the irrigation system. We continue to have repair costs related to joint connections, sprinkler heads and satellite control boxes and we continue to monitor.

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, Cutter & Buck, Footjoy, Titleist, Callaway, Bridgestone, Nancy Lopez, Ahead merchandise and St Andrews products. There was \$810.00 in gift card sales purchased for the month with \$11,831.00 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. We are participating in a KemperSports initiative for Player development. This program includes complimentary lessons, junior programs, Golf get Ready programs and complimentary golf and range for all juniors.
- 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.

Marketing and Sales:

- 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 10,400 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.
- We continue to increase the visibility of Cypress Head Golf Course on the various social media platforms such as Facebook, twitter and Instagram.

Summary Report

Report run: 3/20/2020 1:28 PM MDT

Data current as of: 3/20/2020 1:26 PM MDT

Key: Poor Acceptable Excellent

REPORT CRITERIA

Date of Survey	2/1/20 - 2/29/20
Select level:	Cypress Head Golf Club

	NPS	Overall Rating	Service Rating	Course Rating	Recommend Rating	# of Surveys
Goal Index	70.0 70.0					
Totals	74.1	9.0	9.6	8.2	9.2	27
Cypress Head Golf Club	74.1	9.0	9.6	8.2	9.2	27

- Course summary report for February showed an overall rating for the golf course of 9.0 with a course rating of 8.2 and our service rating is at 9.6.
- In addition to the report above, we have also started using a new Google Analytic tool that provides us with an alternative ratings source from Golf Now Advisors.



- 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 starting our golf leagues on March 11th with the beginning of Daylight savings time.
- There has been an increase in all rate structures for the winter season.
- Cypress Head will continue to promote adult clinics for both beginners and intermediate players.
- We will be continuing to offer complimentary junior rounds with paid adult on Saturdays and Sundays throughout the upcoming year.

Respectfully Submitted,

Bob Duquette, PGA

General Manager
The Golf Club at Cypress Head

Matt Lindley

Regional Operating Executive
KemperSports Management

For the Month Ending February 29, 2020

	02/28/19	03/31/19	04/30/19	05/31/19	06/30/19	07/31/19	08/31/19	09/30/19	10/31/19	11/30/19	12/31/19	01/31/20	02/29/20	YTD2019
REVENUES														
Green Fees & Cart Fees	133,087.93	139,488.01	109,846.81	85,219.17	68,070.99	70,216.83	58,039.40	60,545.81	72,431.64	92,661.78	79,780.14	122,952.68	132,798.87	255,751.55
Merchandise	5,114.85	9,858.00	7,900.96	5,757.79	4,395.18	5,657.81	4,492.23	3,269.35	3,875.54	7,183.91	5,441.72	4,972.57	7,431.51	12,404.08
Other Pro Shop	1,240.00	3,505.00	1,625.00	630.00	2,119.00	1,500.00	875.00	698.00	1,019.00	606.00	606.00	2,385.00	4,399.00	6,784.00
Pro Shop	3,511.84	3,511.84	4,001.58	3,402.89	2,484.56	2,184.56	2,177.82	1,911.86	2,861.36	2,072.42	4,401.08	4,033.44	6,404.54	9,644.54
Other Operating Revenues	3,802.30	4,184.88	3,627.46	2,931.39	2,523.43	2,524.37	2,126.75	2,006.90	2,498.99	2,943.14	2,451.52	3,595.03	3,587.98	7,183.01
Other G&A Income	0.00	0.00	0.00	0.00	0.00	0.00	749.11	0.00	0.00	96.95	190.56	0.00	0.00	0.00
TOTAL REVENUE	146,756.92	160,849.89	127,001.81	97,941.15	79,293.16	82,339.25	69,465.23	68,548.02	81,621.99	106,766.14	91,142.36	138,306.36	152,220.82	290,527.18
COST OF SALES														
Merchandise	3,449.32	7,160.34	5,853.06	1,640.10	2,552.38	3,551.80	2,728.68	1,560.46	2,423.05	4,846.16	3,246.82	2,505.91	5,056.11	7,562.02
TOTAL COGS	3,449.32	7,160.34	5,853.06	1,640.10	2,552.38	3,551.80	2,728.68	1,560.46	2,423.05	4,846.16	3,246.82	2,505.91	5,056.11	7,562.02
COGS - Merchandise %	67.4%	75.3%	74.1%	28.5%	58.1%	62.8%	60.7%	47.7%	62.5%	67.5%	59.7%	50.4%	68.0%	118.4%
PAYROLL														
Carts and Grounds	22,719.73	24,798.67	24,919.14	26,352.68	22,638.86	26,225.27	32,073.24	28,585.41	34,432.83	31,684.92	28,920.39	30,732.19	28,012.60	58,744.79
Carts, Range, Starters, Etc.	7,664.12	8,451.33	8,415.33	7,923.64	7,116.46	7,873.58	7,106.65	6,474.49	7,080.97	7,245.10	6,303.66	7,409.86	7,103.97	14,513.83
Pro Shop	4,089.85	5,189.91	5,191.79	4,309.17	5,905.43	6,163.57	5,063.73	3,919.37	5,234.48	6,128.16	5,241.16	6,211.03	5,861.95	12,072.98
General and Administrative	10,313.20	11,408.37	11,284.86	12,374.75	11,284.86	14,077.34	13,148.39	14,906.51	14,011.14	14,226.43	14,026.43	14,428.23	13,054.83	28,053.06
Marketing	3,885.77	4,639.86	5,075.36	4,784.31	4,363.59	4,252.47	4,555.79	3,882.89	4,239.45	4,320.14	4,712.79	4,243.12	3,807.02	8,150.14
TOTAL PAYROLL	48,672.67	54,487.94	55,209.96	55,744.55	51,329.20	58,592.23	64,283.57	56,010.55	65,894.24	63,389.46	59,404.43	63,124.43	58,410.37	121,534.80
OPERATING EXPENSES														
Carts and Grounds	19,475.55	19,801.57	20,861.61	25,660.67	17,143.70	12,493.27	22,823.18	34,004.16	22,181.10	10,945.55	13,883.27	17,669.77	27,135.78	44,805.55
Carts, Range, Starters, Etc.	8,223.21	7,339.77	8,921.72	7,599.14	7,259.72	7,560.97	7,158.96	7,643.70	8,835.77	7,497.66	7,507.80	7,531.09	8,638.06	16,169.15
Pro Shop	3,750.11	3,750.87	3,750.87	3,000.00	3,111.30	3,221.91	490.50	919.49	1,111.30	475.07	419.62	419.62	4,841.56	4,922.03
General and Administrative	19,620.62	15,541.08	17,108.08	15,296.58	15,896.47	17,901.85	16,535.39	23,304.31	17,344.06	21,043.15	15,795.57	20,485.16	18,400.45	38,885.61
Marketing	863.59	2,545.13	1,449.57	1,807.62	3,049.36	794.01	(331.71)	3,040.38	2,810.14	199.13	1,416.00	1,133.72	1,248.32	2,382.04
TOTAL OPERATING EXPENSES	48,933.08	48,978.42	48,360.63	50,664.01	43,671.61	39,861.40	46,676.32	68,824.46	52,090.56	40,160.56	39,022.26	46,200.21	60,264.17	107,164.38
TOTAL EXPENSES	101,055.07	110,626.70	109,423.65	108,048.66	97,553.19	102,005.43	113,688.57	126,395.47	120,407.85	108,396.18	101,673.51	112,530.55	123,730.65	236,261.20
EBITDA	45,701.85	50,223.19	17,578.16	(10,107.51)	(18,260.03)	(19,666.18)	(44,223.34)	(57,847.45)	(38,785.86)	(1,630.04)	(10,531.15)	25,775.81	28,490.17	54,265.98

For the Month Ending February 29, 2020

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**The Golf Club at Cypress Head
Course Cash Flow Report
February 29, 2020**

	<u>February</u>	<u>YTD</u>
EBITDA	\$28,490.17	\$3,318.93
Management Fee Expense	(6,062.53)	(30,312.65)
Depreciation & Amortization	(95.53)	(477.65)
Net Income	22,332.11	(27,471.37)
Working Capital Changes		
Inventory	(3,359.35)	(12,759.09)
Receivables	(2,743.28)	59,990.17
Payables	28,204.84	24,725.65
Due to from the City	11,082.58	55,706.46
Prepays	14,384.90	4,992.76
Accrued Liabilities	2,083.94	4,360.85
Other Liabilities	(9,164.30)	(75,411.08)
Depreciation & Amortization	95.53	477.65
Operating Cash Flow	62,916.97	34,612.00
Investing Cash Flows	<u> </u>	<u> </u>
Financing Cash Flow	<u> </u>	<u> </u>
Net Cash Flows	<u>62,916.97</u>	<u>34,612.00</u>
Beginning Cash	104,905.74	133,210.71
Net Cash Flows	<u>62,916.97</u>	<u>34,612.00</u>
Ending Cash	<u><u>167,822.71</u></u>	<u><u>167,822.71</u></u>

The Golf Club at Cypress Head
Comparative Income Statement
For the Five Months Ending February 29, 2020

	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	133,088	501,963	1,093,390	46%	132,799	500,625	1,180,853	42%
Merchandise	5,115	25,926	66,908	39%	7,432	28,905	68,150	42%
Other Pro Shop	1,240	4,255	17,074	25%	4,399	9,107	13,290	69%
Range	3,512	14,256	33,793	42%	4,003	16,056	40,400	40%
Other Operating Revenues	3,802	15,468	35,393	44%	3,588	15,077	37,149	41%
Other G&A Income	0	472	1,221	39%	0	288	475	61%
TOTAL REVENUE	146,757	562,339	1,247,778	45%	152,221	570,058	1,340,317	43%
COST OF SALES								
Merchandise	3,449	15,960	41,007	39%	5,056	18,078	43,616	41%
TOTAL COGS	3,449	15,960	41,007	39%	5,056	18,078	43,616	41%
COGS - Merchandise %	67.4%	61.6%	61.3%	100.4%	68.0%	62.5%	64.0%	97.7%
PAYROLL								
Course and Grounds	22,720	121,115	306,708	39%	28,013	153,783	388,332	40%
Carts, Range, Starters, Etc.	7,664	36,806	90,168	41%	7,104	35,144	87,497	40%
Pro Shop	4,090	21,996	58,139	38%	5,862	28,677	54,846	52%
General and Administrative	10,313	58,499	147,486	40%	13,625	71,197	172,779	41%
Marketing	3,886	21,198	52,772	40%	3,807	21,423	52,291	41%
TOTAL PAYROLL	48,673	259,615	655,273	40%	58,410	310,223	755,745	41%
OPERATING EXPENSES								
Course and Grounds	19,476	81,233	234,621	35%	27,136	91,815	244,462	38%
Carts, Range, Starters, Etc.	8,223	38,150	91,634	42%	8,638	40,010	92,794	43%
Pro Shop	750	1,287	7,514	17%	4,842	6,736	6,675	101%
General and Administrative	19,621	94,057	215,641	44%	18,400	93,068	224,425	41%
Marketing	864	5,492	17,847	31%	1,248	6,807	23,290	29%
TOTAL OPERATING EXPENSES	48,933	220,220	567,257	39%	60,264	238,438	591,646	40%
TOTAL EXPENSES	101,055	495,795	1,263,537	39%	123,731	566,739	1,391,007	41%
OTHER INCOME (EXPENSE)								
MANAGEMENT FEES	(5,944)	(29,718)	(71,324)	42%	(6,063)	(30,313)	(72,756)	42%
Depreciation & Amortization	(96)	(478)	(1,146)	42%	(96)	(478)	(1,146)	42%
TOTAL OTHER INCOME (EXPENSE)	(6,039)	(30,196)	(72,470)	42%	(6,158)	(30,790)	(73,902)	42%
NET INCOME	39,663	36,348	(88,229)	-41%	22,332	(27,471)	(124,593)	22%
Paid Rounds	3,918	15,654			3,892	15,890	38,181	42%
Annual Pass Rounds	487	2,152			337	1,708	5,379	32%
Other Rounds	230	1,097			205	1,096	1,970	56%
Total Rounds	4,635	18,903			4,434	18,694	45,530	41%
Revenue/Paid Rounds	37.46	35.92			39.11	35.88	35.10	102%
Revenue/Total Rounds	31.66	29.75			34.33	30.49	29.44	104%

The Golf Club at Cypress Head
For the Five Months Ending February 29, 2020

	<u>02/29/20</u>	<u>09/30/19</u>	<u>02/28/19</u>
ASSETS			
CURRENT ASSETS:			
Cash			
Cash - Depository	134,584	108,108	170,172
Cash - Payroll	31,889	23,753	28,584
Cash - Manual Checks	850	850	850
Cash - Housebank & Other	500	500	500
Total Cash	<u>167,823</u>	<u>133,211</u>	<u>200,106</u>
Accounts Receivable			
A/R Member	3,979	63,969	1,708
Total Accounts Receivable	<u>3,979</u>	<u>63,969</u>	<u>1,708</u>
Other Current Assets			
Inventory - Merchandise	30,299	17,540	25,343
Prepaid Insurance	8,570	22,367	7,903
Prepaid Exp - Other	15,840	7,036	14,711
Total Other Current Assets	<u>54,709</u>	<u>46,943</u>	<u>47,957</u>
TOTAL CURRENT ASSETS	<u>226,511</u>	<u>244,123</u>	<u>249,771</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	(28,153)	(27,676)	(27,007)
TOTAL PROPERTY, PLANT AND EQUIPMENT	<u>7,995</u>	<u>8,472</u>	<u>9,141</u>
TOTAL ASSETS	<u><u>234,506</u></u>	<u><u>252,595</u></u>	<u><u>258,912</u></u>

The Golf Club at Cypress Head
For the Five Months Ending February 29, 2020

	<u>02/29/20</u>	<u>09/30/19</u>	<u>02/28/19</u>
LIABILITIES AND STOCKHOLDERS' EQUITY			
CURRENT LIABILITIES:			
Accts Pay - Trade	68,507	43,781	47,330
Accts Pay - Other	5,881	(49,825)	22,983
Accrued Expenses	1,510	1,322	600
Accrued Payroll	33,473	34,325	27,253
Accrued Taxes	9,086	4,061	8,573
Deferred Revenue	143,521	218,932	144,267
TOTAL CURRENT LIABILITIES	<u>261,978</u>	<u>252,596</u>	<u>251,006</u>
 TOTAL LIABILITIES	 <u>261,978</u>	 <u>252,596</u>	 <u>251,006</u>
STOCKHOLDER'S EQUITY			
Retained Earnings	(27,472)	(1)	7,906
Net Retained Earnings	(27,472)	(1)	7,906
Stockholders Equity	(27,472)	(1)	7,906
TOTAL STOCKHOLDER'S EQUITY	<u>(27,472)</u>	<u>(1)</u>	<u>7,906</u>
 TOTAL LIABILITIES AND STOCKHOLDER'S EQUITY	 <u>234,506</u>	 <u>252,595</u>	 <u>258,912</u>

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The Golf Club at Cypress Head
Summary of All Units
For the Five Months Ending February 29, 2020

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												
82,279	84,442	97%	82,951	99%	Green Fees	304,979	323,407	94%	312,147	98%	703,655	658,657
50,520	49,821	101%	50,137	101%	Cart Fee	195,646	199,804	98%	189,816	103%	477,197	433,395
3,494	150	2329%	140	2496%	Handicap Fee	4,034	940	429%	890	453%	4,360	7,552
435	900	48%	640	52%	Lessons	3,673	2,300	160%	2,195	167%	5,650	10,894
470	260	181%	260	181%	Rental Clubs	1,400	1,170	120%	1,170	120%	3,280	3,480
7,432	5,100	146%	5,115	145%	Retail	28,905	25,950	111%	25,926	111%	68,150	69,887
4,003	3,800	105%	3,512	114%	Range	16,056	14,900	108%	14,256	113%	40,400	35,593
3,588	3,652	98%	3,802	94%	City Surcharge R & R	15,077	15,037	100%	15,468	97%	37,149	35,002
0	0	0%	0	0%	Miscellaneous G&A	288	475	61%	472	61%	475	1,037
152,221	148,125	103%	146,757	104%	Total Revenues	570,058	583,982	98%	562,339	101%	1,340,317	1,255,496
COST OF GOODS SOLD												
5,056	3,264	155%	3,449	147%	COGS - Merchandise	18,078	16,608	109%	15,960	113%	43,616	43,125
5,056	3,264	155%	3,449	147%	Total COGS	18,078	16,608	109%	15,960	113%	43,616	43,125
147,165	144,861	102%	143,308	103%	GROSS MARGIN	551,980	567,374	97%	546,379	101%	1,296,701	1,212,371
68.04%	64.00%	106.31%	67.44%	100.89%	COGS - Merchandise %	62.54%	64.00%	97.72%	61.56%	101.60%	64.00%	715.27%
PAYROLL												
21,252	24,711	86%	16,742	127%	Gross Payroll - Salaried	116,245	122,357	95%	92,096	126%	293,536	267,312
26,975	26,205	103%	23,069	117%	Gross Payroll - Hourly	136,245	137,642	99%	121,195	112%	334,824	315,452
48,227	50,916	95%	39,811	121%	S/T Wages	252,491	259,998	97%	213,291	118%	628,360	582,764
3,501	3,895	90%	2,878	122%	Payroll Tax - FICA	18,202	19,890	92%	15,357	119%	48,069	41,915
486	582	84%	408	119%	Payroll Tax - UC	1,222	1,689	72%	992	123%	3,811	2,901
878	876	100%	656	134%	Payroll Tax - WC	4,744	4,472	106%	3,674	129%	11,125	10,476
5,318	5,259	101%	4,920	108%	Benefits	33,564	26,298	128%	26,302	128%	64,380	67,825
10,184	10,612	96%	8,862	115%	S/T Adders	57,732	52,349	110%	46,324	125%	127,385	123,117
58,410	61,528	95%	48,673	120%	TOTAL PAYROLL	310,223	312,347	99%	259,615	119%	755,745	705,881
OPERATING EXPENSES												
13	200	6%	26	50%	Cart Supplies	441	700	63%	497	89%	1,600	1,108
467	150	311%	152	308%	Chemicals	736	814	90%	816	90%	2,264	2,728
50	200	25%	0	0%	Course Accessories	763	1,340	57%	1,281	60%	2,640	1,957
14,242	4,500	316%	4,788	297%	Fertilizer	21,429	13,200	162%	12,765	168%	32,100	44,777
0	250	0%	0	0%	Flowers/Decor	0	500	0%	0	0%	1,000	0
0	1,000	0%	1,063	0%	Fuel	3,357	5,350	63%	5,034	67%	13,350	9,894
598	0	0%	0	0%	Fungicides	1,418	1,450	98%	200	709%	3,300	5,946
1,758	3,000	59%	3,129	56%	Herbicides	8,375	5,450	154%	5,085	165%	19,400	20,630
319	300	106%	0	0%	Insecticides	2,042	1,450	141%	653	313%	15,550	12,009
582	670	87%	663	88%	Janitorial Supplies	1,775	2,270	78%	2,485	71%	6,040	5,321
44	0	0%	0	0%	Laundry/Uniforms	1,855	500	371%	492	377%	1,600	2,188
532	350	152%	348	153%	Office Supplies	3,252	1,650	197%	1,582	206%	4,250	5,811
0	0	0%	0	0%	Range Balls	1,325	1,400	95%	1,325	100%	2,800	2,650
797	500	159%	1,013	79%	Range Equipment	797	900	89%	1,344	59%	1,600	1,875
391	0	0%	0	0%	Range Expenses	391	0	0%	0	0%	0	391
0	500	0%	0	0%	Sand/Topdress	1,058	2,000	53%	1,079	98%	13,200	12,371
0	1,200	0%	1,650	0%	Seeds/Trees	5,931	9,950	60%	9,545	62%	12,150	9,406
0	50	0%	0	0%	Small Tools	330	550	60%	91	362%	1,300	692
0	0	0%	0	0%	Staff/Volunteer Uniforms	0	400	0%	0	0%	950	0
680	700	97%	680	100%	Supplies	1,495	700	214%	680	220%	1,000	2,353
(11)	50	-21%	0	0%	Tournament Expense	(23)	250	-9%	48	-49%	600	764
298	250	119%	262	114%	Alarm System	1,415	1,250	113%	1,665	85%	3,000	4,172
0	0	0%	0	0%	Cart Repairs	32	200	16%	141	23%	600	139
54	250	21%	0	0%	Computer Service	269	1,250	21%	0	0%	6,500	922
897	825	109%	812	110%	Contract Cleaning	4,145	4,125	100%	4,060	102%	9,900	9,829
0	0	0%	0	0%	Guest Relations	0	0	0%	54	0%	0	81
3,822	0	0%	0	0%	Handicap Expense	3,952	150	2635%	150	2643%	4,375	8,125
1,353	300	451%	2	60963%	Irrigation	3,395	2,200	154%	1,189	285%	7,900	9,110
0	0	0%	0	0%	Lesson Expense	0	0	0%	0	0%	150	49
1,855	1,600	116%	1,836	101%	Repair & Maint - Equipment	8,858	8,800	101%	7,314	121%	20,700	20,386
683	450	152%	0	0%	Repair & Maint - Building	3,763	2,350	160%	1,515	248%	5,350	9,128
6,445	6,225	104%	6,225	104%	Cart Lease	32,223	31,123	104%	30,274	106%	74,694	75,794
4,638	5,356	87%	5,356	87%	Equipment Lease	23,190	26,778	87%	27,627	84%	64,268	60,680
176	188	94%	176	100%	Off-Site Storage	880	940	94%	880	100%	2,256	2,112
1,155	1,200	96%	1,143	101%	Utilities - Electric	5,697	5,690	100%	5,614	101%	13,890	14,048
3,235	3,000	108%	2,631	123%	Utilities - Other	15,692	17,000	92%	16,296	96%	41,800	41,649
321	290	111%	303	106%	Utilities - Telephone/Fax	1,477	1,600	92%	1,458	96%	4,080	3,317
204	250	82%	212	96%	Utilities - Water	1,014	1,250	81%	1,101	92%	3,000	2,515
1,248	750	166%	725	172%	Advertising & Promotion	6,807	5,250	130%	5,354	127%	23,150	19,162
355	300	118%	293	121%	Bank Charges	1,895	1,500	126%	3,411	56%	3,600	3,967
(252)	0	0%	80	-315%	Cash Short/(Over)	(175)	0	0%	(238)	74%	0	(604)
200	250	80%	200	100%	Cell Phone	1,000	1,250	80%	900	111%	3,000	2,400

The Golf Club at Cypress Head
Summary of All Units
For the Five Months Ending February 29, 2020

MTD Actual	MTD Budget	% of Budget	MTD Prior Year	% of PY		YTD Actual	YTD Budget	% of Budget	YTD Prior Year	% of PY	Annual Budget	
3,588	3,652	98%	3,802	94%	City Surcharge R & R	15,077	15,037	100%	15,468	97%	37,149	35,002
2,381	2,000	119%	2,208	108%	Credit Card Discounts	11,245	11,100	101%	9,683	116%	28,100	24,332
(5)	0	0%	(5)	100%	Donations	(75)	0	0%	(135)	56%	0	497
0	0	0%	0	0%	Dues & Subscriptions	355	360	99%	358	99%	1,060	911
0	0	0%	0	0%	Education & Training	1,400	0	0%	0	0%	0	2,110
(200)	95	-211%	75	-267%	Employee Relations	658	1,150	57%	555	119%	1,815	(1,002)
29	30	97%	0	0%	Employee Testing	159	150	106%	87	182%	360	665
4,639	4,450	104%	4,320	107%	Insurance Expense	23,194	22,250	104%	21,602	107%	53,700	54,505
150	500	30%	443	34%	Member Relations	150	1,580	10%	2,027	7%	2,320	(1,137)
76	0	0%	73	104%	Messenger Service - Fedex	332	0	0%	73	453%	0	332
0	0	0%	0	0%	Miscellaneous	(9)	0	0%	20	-47%	0	(9)
0	1,700	0%	1,500	0%	O/S - Accounting	6,875	9,900	69%	9,690	71%	9,900	12,875
0	1,000	0%	0	0%	O/S - Other	0	2,000	0%	0	0%	10,150	11,737
382	400	96%	346	110%	Payroll Processing Fee	2,431	2,700	90%	2,540	96%	6,100	5,346
108	150	72%	158	68%	Postage/Shipping	416	575	72%	585	71%	1,475	1,347
(30)	0	0%	(20)	150%	Tax/Licenses/Fees	400	0	0%	(140)	-286%	0	265
1,020	1,000	102%	1,059	96%	Travel - Meals	1,260	1,900	66%	1,992	63%	2,600	2,084
963	1,200	80%	1,204	80%	Travel - Other	2,282	2,060	111%	2,048	111%	8,010	5,747
13	0	0%	0	0%	Employee Meals	13	0	0%	0	0%	0	13
<u>60,264</u>	<u>51,280</u>	<u>118%</u>	<u>48,933</u>	<u>123%</u>	TOTAL OPERATING EXPENSES	<u>238,438</u>	<u>234,292</u>	<u>102%</u>	<u>220,220</u>	<u>108%</u>	<u>591,646</u>	<u>585,475</u>
<u>28,490</u>	<u>32,053</u>	<u>89%</u>	<u>45,702</u>	<u>62%</u>	EBITDA	<u>3,319</u>	<u>20,736</u>	<u>16%</u>	<u>66,544</u>	<u>5%</u>	<u>(50,690)</u>	<u>(78,984)</u>
<u>6,063</u>	<u>6,063</u>	<u>100%</u>	<u>5,944</u>	<u>102%</u>	Management Fee	<u>30,313</u>	<u>30,315</u>	<u>100%</u>	<u>29,718</u>	<u>102%</u>	<u>72,756</u>	<u>71,918</u>
<u>6,063</u>	<u>6,063</u>	<u>100%</u>	<u>5,944</u>	<u>102%</u>	Management Fees	<u>30,313</u>	<u>30,315</u>	<u>100%</u>	<u>29,718</u>	<u>102%</u>	<u>72,756</u>	<u>71,918</u>
<u>23</u>	<u>23</u>	<u>100%</u>	<u>23</u>	<u>100%</u>	Deprec - Mach & Equip	<u>116</u>	<u>116</u>	<u>100%</u>	<u>116</u>	<u>100%</u>	<u>277</u>	<u>277</u>
<u>72</u>	<u>72</u>	<u>100%</u>	<u>72</u>	<u>100%</u>	Deprec - Buildings	<u>362</u>	<u>362</u>	<u>100%</u>	<u>362</u>	<u>100%</u>	<u>869</u>	<u>869</u>
<u>96</u>	<u>96</u>	<u>100%</u>	<u>96</u>	<u>100%</u>	S/T DEPR. & AMORT	<u>478</u>	<u>478</u>	<u>100%</u>	<u>478</u>	<u>100%</u>	<u>1,146</u>	<u>1,146</u>
<u>22,332</u>	<u>25,894</u>	<u>86%</u>	<u>39,663</u>	<u>56%</u>	NET INCOME	<u>(27,471)</u>	<u>(10,057)</u>	<u>273%</u>	<u>36,348</u>	<u>-76%</u>	<u>(124,593)</u>	<u>(152,049)</u>

The Golf Club at Cypress Head
Course & Grounds
For the Five Months Ending February 29, 2020

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												
82,279	84,442	97%	82,951	99%	Green Fees	304,979	323,407	94%	312,147	98%	703,655	658,657
3,588	3,652	98%	3,802	94%	City Surcharge R & R	15,077	15,037	100%	15,468	97%	37,149	35,002
85,867	88,094	97%	86,753	99%	Total Revenues	320,055	338,444	95%	327,615	98%	740,804	693,659
85,867	88,094	97%	86,753	99%	GROSS MARGIN	320,055	338,444	95%	327,615	98%	740,804	693,659
PAYROLL												
8,525	10,916	78%	6,379	134%	Gross Payroll - Salaried	48,520	54,580	89%	35,209	138%	130,992	109,220
15,002	14,854	101%	12,108	124%	Gross Payroll - Hourly	76,453	80,108	95%	63,819	120%	193,638	169,670
23,527	25,770	91%	18,487	127%	S/T Wages	124,973	134,688	93%	99,028	126%	324,630	278,890
1,711	1,971	87%	1,296	132%	Payroll Tax - FICA	8,931	10,304	87%	6,987	128%	24,834	19,679
191	304	63%	195	98%	Payroll Tax - UC	500	757	66%	437	115%	1,767	1,183
430	443	97%	280	153%	Payroll Tax - WC	2,334	2,317	101%	1,658	141%	5,747	4,975
2,153	2,560	84%	2,461	87%	Benefits	17,045	12,801	133%	13,006	131%	31,354	34,649
4,486	5,279	85%	4,233	106%	S/T Adders	28,810	26,178	110%	22,087	130%	63,702	60,486
28,013	31,049	90%	22,720	123%	TOTAL PAYROLL	153,783	160,865	96%	121,115	127%	388,332	339,376
OPERATING EXPENSES												
467	150	311%	152	308%	Chemicals	736	814	90%	816	90%	2,264	2,728
50	200	25%	0	0%	Course Accessories	763	1,340	57%	1,281	60%	2,640	1,957
14,242	4,500	316%	4,788	297%	Fertilizer	21,429	13,200	162%	12,765	168%	32,100	44,777
0	250	0%	0	0%	Flowers/Decor	0	500	0%	0	0%	1,000	0
0	1,000	0%	1,063	0%	Fuel	3,357	5,350	63%	5,034	67%	13,350	9,894
598	0	0%	0	0%	Fungicides	1,418	1,450	98%	200	709%	3,300	5,946
1,758	3,000	59%	3,129	56%	Herbicides	8,375	5,450	154%	5,085	165%	19,400	20,630
319	300	106%	0	0%	Insecticides	2,042	1,450	141%	653	313%	15,550	12,009
0	500	0%	0	0%	Sand/Topdress	1,058	2,000	53%	1,079	98%	13,200	12,371
0	1,200	0%	0	0%	Seeds/Trees	5,931	9,950	60%	7,895	75%	12,150	11,056
0	50	0%	0	0%	Small Tools	330	550	60%	91	362%	1,300	692
0	0	0%	0	0%	Staff/Volunteer Uniforms	0	400	0%	0	0%	950	0
1,353	300	451%	2	60963%	Irrigation	3,395	2,200	154%	1,189	285%	7,900	9,110
1,477	1,500	98%	1,836	80%	Repair & Maint - Equipment	7,699	7,500	103%	6,228	124%	18,000	18,815
479	100	479%	0	0%	Repair & Maint - Building	1,358	500	272%	0	0%	1,200	1,364
4,638	5,356	87%	5,356	87%	Equipment Lease	23,190	26,778	87%	27,627	84%	64,268	55,324
163	200	82%	183	89%	Utilities - Electric	926	1,090	85%	1,065	87%	2,790	2,558
1,271	1,000	127%	906	140%	Utilities - Other	6,902	7,000	99%	6,705	103%	17,200	18,585
0	140	0%	140	0%	Utilities - Telephone/Fax	516	700	74%	558	93%	1,680	1,140
204	250	82%	212	96%	Utilities - Water	1,014	1,250	81%	1,101	92%	3,000	2,515
0	0	0%	0	0%	Education & Training	400	0	0%	0	0%	0	1,110
0	20	0%	0	0%	Employee Relations	0	100	0%	0	0%	240	80
29	30	97%	0	0%	Employee Testing	159	150	106%	87	182%	360	665
0	1,000	0%	0	0%	O/S - Other	0	2,000	0%	0	0%	10,150	11,737
0	0	0%	0	0%	Tax/Licenses/Fees	550	0	0%	0	0%	0	550
87	60	144%	58	149%	Travel - Other	268	120	223%	124	215%	470	1,240
27,136	21,106	129%	17,826	152%	TOTAL OPERATING EXPENSES	91,815	91,842	100%	79,583	115%	244,462	246,854
30,719	35,939	85%	46,208	66%	EBITDA	74,457	85,736	87%	126,917	59%	108,010	107,429
30,719	35,939	85%	46,208	66%	NET INCOME	74,457	85,736	87%	126,917	59%	108,010	107,429

The Golf Club at Cypress Head
Maintenance
For the Five Months Ending February 29, 2020

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%	1,650	0%	OPERATING EXPENSES	0	0	0%	1,650	0%	0	(1,650)
0	0	0%	1,650	0%	Seeds/Trees	0	0	0%	1,650	0%	0	(1,650)
0	0	0%	(1,650)	0%	TOTAL OPERATING EXPENSES	0	0	0%	(1,650)	0%	0	1,650
0	0	0%	(1,650)	0%	EBITDA	0	0	0%	(1,650)	0%	0	1,650
0	0	0%	(1,650)	0%	NET INCOME	0	0	0%	(1,650)	0%	0	1,650

The Golf Club at Cypress Head
Carts
For the Five Months Ending February 29, 2020

MTD Actual	MTD Budget	% of Budget	MTD Prior Year	% of PY		YTD Actual	YTD Budget	% of Budget	YTD Prior Year	% of PY	Annual Budget	
50,520	49,821	101%	50,137	101%	REVENUES	195,646	199,804	98%	189,816	103%	477,197	433,395
50,520	49,821	101%	50,137	101%	Cart Fee	195,646	199,804	98%	189,816	103%	477,197	433,395
50,520	49,821	101%	50,137	101%	Total Revenues	195,646	199,804	98%	189,816	103%	477,197	433,395
					GROSS MARGIN	195,646	199,804	98%	189,816	103%	477,197	433,395
6,434	6,582	98%	6,932	93%	PAYROLL	31,735	31,821	100%	33,295	95%	79,032	79,681
6,434	6,582	98%	6,932	93%	Gross Payroll - Hourly	31,735	31,821	100%	33,295	95%	79,032	79,681
484	504	96%	537	90%	S/T Wages	2,512	2,434	103%	2,618	96%	6,046	6,408
63	82	76%	77	81%	Payroll Tax - FICA	252	365	69%	289	87%	940	878
116	113	103%	108	107%	Payroll Tax - UC	597	547	109%	579	103%	1,400	1,437
7	6	105%	9	74%	Payroll Tax - WC	48	33	148%	26	185%	80	101
670	705	95%	732	91%	Benefits	3,409	3,380	101%	3,512	97%	8,465	8,824
7,104	7,288	97%	7,664	93%	S/T Adders	35,144	35,200	100%	36,806	95%	87,497	88,505
13	200	6%	26	50%	TOTAL PAYROLL	441	700	63%	497	89%	1,600	1,108
0	0	0%	0	0%	OPERATING EXPENSES	0	0	0%	0	0%	0	17
0	0	0%	0	0%	Cart Supplies	32	200	16%	141	23%	600	139
6,445	6,225	104%	6,225	104%	Supplies	32,223	31,123	104%	30,274	106%	74,694	75,794
992	1,000	99%	960	103%	Cart Repairs	4,772	4,600	104%	4,550	105%	11,100	11,489
7,450	7,425	100%	7,210	103%	Cart Lease	37,467	36,623	102%	35,460	106%	87,994	88,548
35,966	35,109	102%	35,262	102%	Utilities - Electric	123,036	127,981	96%	117,549	105%	301,706	256,343
					TOTAL OPERATING EXPENSES	123,036	127,981	96%	117,549	105%	301,706	256,343
35,966	35,109	102%	35,262	102%	EBITDA							
					NET INCOME							

The Golf Club at Cypress Head
Range
For the Five Months Ending February 29, 2020

MTD Actual	MTD Budget	% of Budget	MTD Prior Year	% of PY		YTD Actual	YTD Budget	% of Budget	YTD Prior Year	% of PY	Annual Budget	
4,003	3,800	105%	3,512	114%	REVENUES							
4,003	3,800	105%	3,512	114%	Range	16,056	14,900	108%	14,256	113%	40,400	35,593
4,003	3,800	105%	3,512	114%	Total Revenues	16,056	14,900	108%	14,256	113%	40,400	35,593
4,003	3,800	105%	3,512	114%	GROSS MARGIN	16,056	14,900	108%	14,256	113%	40,400	35,593
0	0	0%	0	0%	OPERATING EXPENSES							
797	500	159%	1,013	79%	Range Balls	1,325	1,400	95%	1,325	100%	2,800	2,650
391	0	0%	0	0%	Range Equipment	797	900	89%	1,344	59%	1,600	1,875
0	0	0%	0	0%	Range Expenses	391	0	0%	0	0%	0	391
1,188	500	238%	1,013	117%	Repair & Maint - Equipment	30	100	30%	21	143%	400	30
2,815	3,300	85%	2,499	113%	TOTAL OPERATING EXPENSES	2,543	2,400	106%	2,690	95%	4,800	4,946
2,815	3,300	85%	2,499	113%	EBITDA	13,513	12,500	108%	11,566	117%	35,600	30,647
2,815	3,300	85%	2,499	113%	NET INCOME	13,513	12,500	108%	11,566	117%	35,600	30,647

The Golf Club at Cypress Head
Golf Shop
For the Five Months Ending February 29, 2020

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												
3,494	150	2329%	140	2496%	Handicap Fee	4,034	940	429%	890	453%	4,360	7,552
435	900	48%	840	52%	Lessons	3,673	2,300	160%	2,195	167%	5,650	10,894
470	260	181%	260	181%	Rental Clubs	1,400	1,170	120%	1,170	120%	3,280	3,480
7,432	5,100	146%	5,115	145%	Retail	28,905	25,950	111%	25,926	111%	68,150	69,887
11,831	6,410	185%	6,355	186%	Total Revenues	38,012	30,360	125%	30,181	126%	81,440	91,812
COST OF GOODS SOLD												
5,056	3,264	155%	3,449	147%	COGS - Merchandise	18,078	16,608	109%	15,960	113%	43,616	43,125
5,056	3,264	155%	3,449	147%	Total COGS	18,078	16,608	109%	15,960	113%	43,616	43,125
6,774	3,146	215%	2,906	233%	GROSS MARGIN	19,934	13,752	145%	14,221	140%	37,824	48,688
68.04%	64.00%	106.31%	67.44%	100.89%	COGS - Merchandise %	62.54%	64.00%	97.72%	61.56%	101.60%	64.00%	715.27%
PAYROLL												
4,890	3,808	128%	3,694	132%	Gross Payroll - Hourly	24,365	20,536	119%	20,010	122%	49,640	57,081
4,890	3,808	128%	3,694	132%	S/T Wages	24,365	20,536	119%	20,010	122%	49,640	57,081
371	291	128%	287	129%	Payroll Tax - FICA	1,844	1,571	117%	1,551	119%	3,797	4,429
46	48	98%	47	98%	Payroll Tax - UC	166	205	81%	82	203%	530	461
90	66	137%	62	146%	Payroll Tax - WC	460	353	130%	353	130%	879	1,008
464	0	0%	0	0%	Benefits	1,841	0	0%	0	0%	0	1,841
972	404	240%	396	245%	S/T Adders	4,311	2,130	202%	1,986	217%	5,206	7,739
5,862	4,212	139%	4,090	143%	TOTAL PAYROLL	28,677	22,666	127%	21,996	130%	54,846	64,820
OPERATING EXPENSES												
339	50	677%	70	482%	Office Supplies	778	150	518%	180	432%	300	1,065
680	700	97%	680	100%	Supplies	1,495	700	214%	680	220%	1,000	2,336
(11)	50	-21%	0	0%	Tournament Expense	(23)	250	-9%	48	-49%	600	764
3,822	0	0%	0	0%	Handicap Expense	3,952	150	2635%	150	2643%	4,375	8,125
0	0	0%	0	0%	Lesson Expense	0	0	0%	0	0%	150	49
12	0	0%	0	0%	Repair & Maint - Building	536	250	214%	230	233%	250	624
0	0	0%	0	0%	Cash Short/(Over)	(1)	0	0%	0	0%	0	(1)
4,842	800	605%	750	645%	TOTAL OPERATING EXPENSES	6,736	1,500	449%	1,287	523%	6,675	12,963
(3,929)	(1,866)	211%	(1,934)	203%	EBITDA	(15,479)	(10,414)	149%	(9,063)	171%	(23,697)	(29,095)
(3,929)	(1,866)	211%	(1,934)	203%	NET INCOME	(15,479)	(10,414)	149%	(9,063)	171%	(23,697)	(29,095)

The Golf Club at Cypress Head
G & A
For the Five Months Ending February 29, 2020

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	288	475	61%	472	61%	475	1,037
0	0	0%	0	0%	Total Revenues	288	475	61%	472	61%	475	1,037
0	0	0%	0	0%	GROSS MARGIN	288	475	61%	472	61%	475	1,037
PAYROLL												
9,714	10,043	97%	7,253	134%	Gross Payroll - Salaried	50,643	50,217	101%	39,799	127%	120,520	114,873
649	960	68%	335	194%	Gross Payroll - Hourly	3,692	5,177	71%	4,071	91%	12,514	9,020
10,363	11,003	94%	7,589	137%	S/T Wages	54,335	55,394	98%	43,870	124%	133,034	123,893
722	842	86%	536	135%	Payroll Tax - FICA	3,700	4,238	87%	2,977	124%	10,177	8,345
159	101	158%	53	303%	Payroll Tax - UC	248	260	95%	112	222%	389	311
187	189	99%	150	125%	Payroll Tax - WC	1,024	953	107%	783	131%	2,355	2,284
2,193	2,192	100%	1,986	110%	Benefits	11,890	10,961	108%	10,757	111%	26,823	25,350
3,262	3,324	98%	2,725	120%	S/T Adders	16,862	16,412	103%	14,630	115%	39,745	36,291
13,625	14,328	95%	10,313	132%	TOTAL PAYROLL	71,197	71,806	99%	58,499	122%	172,779	160,183
OPERATING EXPENSES												
582	670	87%	663	88%	Janitorial Supplies	1,775	2,270	78%	2,485	71%	6,040	5,321
44	0	0%	0	0%	Laundry/Uniforms	1,855	500	371%	492	377%	1,600	2,188
193	300	64%	278	69%	Office Supplies	2,475	1,500	165%	1,402	176%	3,950	4,746
298	250	119%	262	114%	Alarm System	1,415	1,250	113%	1,665	85%	3,000	4,172
54	250	21%	0	0%	Computer Service	269	1,250	21%	0	0%	6,500	922
897	825	109%	812	110%	Contract Cleaning	4,145	4,125	100%	4,060	102%	9,900	9,829
0	0	0%	0	0%	Guest Relations	0	0	0%	54	0%	0	81
378	100	378%	0	0%	Repair & Maint - Equipment	1,129	1,200	94%	1,065	106%	2,300	1,541
192	350	55%	0	0%	Repair & Maint - Building	1,869	1,600	117%	1,285	145%	3,900	7,140
0	0	0%	0	0%	Equipment Lease	0	0	0%	0	0%	0	5,356
176	188	94%	176	100%	Off-Site Storage	880	940	94%	880	100%	2,256	2,112
1,964	2,000	98%	1,725	114%	Utilities - Other	8,791	10,000	88%	9,591	92%	24,600	23,065
321	150	214%	163	197%	Utilities - Telephone/Fax	961	900	107%	900	107%	2,400	2,178
355	300	118%	293	121%	Bank Charges	1,895	1,500	126%	3,411	56%	3,600	3,967
(252)	0	0%	80	-315%	Cash Short/(Over)	(174)	0	0%	(238)	73%	0	(604)
200	250	80%	200	100%	Cell Phone	1,000	1,250	80%	900	111%	3,900	2,400
3,588	3,652	98%	3,802	94%	City Surcharge R & R	15,077	15,037	100%	15,468	97%	37,149	35,002
2,381	2,000	119%	2,208	108%	Credit Card Discounts	11,245	11,100	101%	9,683	116%	28,100	24,332
(5)	0	0%	(5)	100%	Donations	(75)	0	0%	(135)	56%	0	497
0	0	0%	0	0%	Dues & Subscriptions	355	360	99%	358	99%	1,060	911
0	0	0%	0	0%	Education & Training	1,000	0	0%	0	0%	0	1,000
(200)	75	-267%	75	-267%	Employee Relations	658	1,050	63%	555	119%	1,575	(1,082)
4,639	4,450	104%	4,320	107%	Insurance Expense	23,194	22,250	104%	21,602	107%	53,700	54,505
150	500	30%	443	34%	Member Relations	150	1,580	10%	2,027	7%	2,320	(1,137)
76	0	0%	73	104%	Messenger Service - Fedex	332	0	0%	73	453%	0	332
0	0	0%	0	0%	Miscellaneous	(9)	0	0%	20	-47%	0	(9)
0	1,700	0%	1,500	0%	O/S - Accounting	6,875	9,900	69%	9,690	71%	9,900	12,875
382	400	96%	346	110%	Payroll Processing Fee	2,431	2,700	90%	2,540	96%	6,100	5,346
108	150	72%	158	68%	Postage/Shipping	416	575	72%	585	71%	1,475	1,347
(30)	0	0%	(20)	150%	Tax/Licenses/Fees	(150)	0	0%	(140)	107%	0	(285)
1,020	1,000	102%	1,059	96%	Travel - Meals	1,260	1,900	66%	1,992	63%	2,600	2,084
876	1,000	88%	1,007	87%	Travel - Other	2,015	1,800	112%	1,785	113%	7,400	4,507
13	0	0%	0	0%	Employee Meals	13	0	0%	0	0%	0	13
18,400	20,560	89%	19,621	94%	TOTAL OPERATING EXPENSES	93,068	96,537	96%	94,057	99%	224,425	214,652
(32,025)	(34,888)	92%	(29,934)	107%	EBITDA	(163,978)	(167,868)	98%	(152,085)	108%	(396,729)	(373,799)
6,063	6,063	100%	5,944	102%	Management Fee	30,313	30,315	100%	29,718	102%	72,756	71,918
6,063	6,063	100%	5,944	102%	Management Fees	30,313	30,315	100%	29,718	102%	72,756	71,918
23	23	100%	23	100%	Deprec - Mach & Equip	116	116	100%	116	100%	277	277
72	72	100%	72	100%	Deprec - Buildings	362	362	100%	362	100%	869	869
96	96	100%	96	100%	S/T DEPR. & AMORT	478	478	100%	478	100%	1,146	1,146
(38,183)	(41,046)	93%	(35,973)	106%	NET INCOME	(194,768)	(198,660)	98%	(182,281)	107%	(470,631)	(446,863)

The Golf Club at Cypress Head
Marketing
For the Five Months Ending February 29, 2020

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												
3,013	3,752	80%	3,110	97%	Gross Payroll - Salaried	17,083	17,560	97%	17,089	100%	42,024	43,219
3,013	3,752	80%	3,110	97%	S/T Wages	17,083	17,560	97%	17,089	100%	42,024	43,219
212	287	74%	221	96%	Payroll Tax - FICA	1,215	1,343	90%	1,224	99%	3,215	3,054
27	47	57%	36	74%	Payroll Tax - UC	56	101	55%	73	77%	186	68
54	65	84%	55	98%	Payroll Tax - WC	329	302	109%	301	109%	744	771
501	501	100%	463	108%	Benefits	2,739	2,503	109%	2,512	109%	6,123	5,883
794	899	88%	776	102%	S/T Adders	4,340	4,250	102%	4,109	106%	10,267	9,778
3,807	4,651	82%	3,886	98%	TOTAL PAYROLL	21,423	21,810	98%	21,198	101%	52,291	52,997
OPERATING EXPENSES												
1,248	750	166%	725	172%	Advertising & Promotion	6,807	5,250	130%	5,354	127%	23,150	19,162
0	140	0%	138	0%	Travel - Other	0	140	0%	138	0%	140	0
1,248	890	140%	864	145%	TOTAL OPERATING EXPENSES	6,807	5,390	126%	5,492	124%	23,290	19,162
(5,055)	(5,541)	91%	(4,749)	106%	EBITDA	(28,230)	(27,200)	104%	(26,690)	106%	(75,581)	(72,158)
(5,055)	(5,541)	91%	(4,749)	106%	NET INCOME	(28,230)	(27,200)	104%	(26,690)	106%	(75,581)	(72,158)

The Golf Club at Cypress Head
For the Five Months Ending February 29, 2020

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												
132,799	134,263	99%	133,088	100%	Green Fees & Cart Fees	500,625	523,210	96%	501,963	100%	1,180,853	1,092,052
7,432	5,100	146%	5,115	145%	Merchandise	28,905	25,950	111%	25,926	111%	68,150	69,887
4,399	1,310	336%	1,240	355%	Other Pro Shop	9,107	4,410	207%	4,255	214%	13,290	21,926
4,003	3,800	105%	3,512	114%	Range	16,056	14,900	108%	14,256	113%	40,400	35,593
3,588	3,652	98%	3,802	94%	Other Operating Revenues	15,077	15,037	100%	15,468	97%	37,149	35,002
0	0	0%	0	0%	Other G&A Income	288	475	61%	472	61%	475	1,037
152,221	148,125	103%	146,757	104%	TOTAL REVENUE	570,058	583,982	98%	562,339	101%	1,340,317	1,255,496
COST OF SALES												
5,056	3,264	155%	3,449	147%	Merchandise	18,078	16,608	109%	15,960	113%	43,616	43,125
5,056	3,264	155%	3,449	147%	TOTAL COGS	18,078	16,608	109%	15,960	113%	43,616	43,125
68.0%	64.0%	106.3%	67.4%	100.9%	COGS - Merchandise %	62.5%	64.0%	97.7%	61.6%	101.6%	64.0%	715.3%
PAYROLL												
28,013	31,049	90%	22,720	123%	Course and Grounds	153,783	160,865	96%	121,115	127%	388,332	339,376
7,104	7,288	97%	7,664	93%	Carts, Range, Starters, Etc.	35,144	35,200	100%	36,806	95%	87,497	88,505
5,862	4,212	139%	4,090	143%	Pro Shop	28,677	22,666	127%	21,996	130%	54,846	64,820
13,625	14,328	95%	10,313	132%	General and Administrative	71,197	71,806	99%	58,499	122%	172,779	160,183
3,607	4,651	62%	3,886	98%	Marketing	21,423	21,810	98%	21,198	101%	52,291	52,997
58,410	61,528	95%	48,673	120%	TOTAL PAYROLL	310,223	312,347	99%	259,615	119%	755,745	705,881
OPERATING EXPENSES												
27,136	21,106	129%	19,476	139%	Course and Grounds	91,815	91,842	100%	81,233	113%	244,462	245,204
8,638	7,925	109%	8,223	105%	Carts, Range, Starters, Etc.	40,010	39,023	103%	38,150	105%	92,794	93,494
4,842	800	605%	750	645%	Pro Shop	6,736	1,500	449%	1,287	523%	6,675	12,963
18,400	20,560	89%	19,621	94%	General and Administrative	93,068	96,537	96%	94,057	99%	224,425	214,652
1,248	890	140%	864	145%	Marketing	6,807	5,390	126%	5,492	124%	23,290	19,162
60,264	51,280	118%	48,933	123%	TOTAL OPERATING EXPENSES	238,438	234,292	102%	220,220	108%	591,646	585,475
123,731	116,072	107%	101,055	122%	TOTAL EXPENSES	566,739	563,247	101%	495,795	114%	1,391,007	1,334,480
28,490	32,053	89%	45,702	62%	EBITDA	3,319	20,736	16%	66,544	5%	(50,690)	(78,984)

The Golf Club at Cypress Head
For the Five Months Ending February 29, 2020

MTD Actual	MTD Budget	% of Budget	MTD Prior Year	% of PY		YTD Actual	YTD Budget	% of Budget	YTD Prior Year	% of PY	Annual Budget	
28,490	32,053	89%	45,702	62%	EBITDA	3,319	20,736	16%	66,544	5%	(50,690)	(78,984)
(6,063)	(6,063)	100%	(5,944)	102%	MANAGEMENT FEES	(30,313)	(30,315)	100%	(29,718)	102%	(72,756)	(71,918)
(96)	(96)	100%	(96)	100%	OTHER INCOME (EXPENSE)	(478)	(478)	100%	(478)	100%	(1,146)	(1,146)
(96)	(96)	100%	(96)	100%	Depreciation & Amortization	(478)	(478)	100%	(478)	100%	(1,146)	(1,146)
22,332	25,894	86%	39,663	56%	TOTAL OTHER INCOME (EXPENSE)	(478)	(478)	100%	(478)	100%	(1,146)	(1,146)
					NET INCOME	(27,471)	(10,057)	273%	36,348	-76%	(124,593)	(152,049)
3,892	3,984	98%	3,918	99%	Paid Rounds	15,890	16,071	99%	15,654	102%	38,181	36,894
337	487	69%	487	69%	Annual Pass Rounds	1,708	2,146	80%	2,152	79%	5,379	4,078
205	181	113%	230	89%	Other Rounds	1,096	817	134%	1,097	100%	1,970	2,733
4,434	4,652	95%	4,635	96%	Total Rounds	18,694	19,034	98%	18,903	99%	45,530	43,705
39	37	105%	37	104%	Revenue/Paid Rounds	36	36	99%	36	100%	35	403
34	32	108%	32	108%	Revenue/Total Rounds	30	31	99%	30	103%	29	339

TRIAL BALANCE SUMMARY FOR 2019

The Golf Club at Cypress Head

General Ledger

Ranges: From: To: 2/29/2020 Last

Date: 2/1/2020

Account: First

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	\$71,485.93	\$152,731.26	\$89,633.03	\$63,098.23	\$134,584.16
	10050-5950-900	Cash - Course Payroll BMO	\$32,069.81	\$47,659.96	\$47,841.22	(\$181.26)	\$31,888.55
	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	\$1,235.98	\$18,136.84	\$15,393.56	\$2,743.28	\$3,979.26
	12000-5950-900	Inventory - Merchandise	\$26,939.32	\$12,589.56	\$9,230.21	\$3,359.35	\$30,298.67
	13020-5950-900	Prepaid Insurance	\$13,208.55	\$0.00	\$4,638.70	(\$4,638.70)	\$8,569.85
	13040-5950-900	Prepaid Exp - Other	\$25,586.64	\$7,040.18	\$16,786.38	(\$9,746.20)	\$15,840.44
	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	(\$3,977.10)	\$0.00	\$23.12	(\$23.12)	(\$4,000.22)
	22080-5950-900	Accum. Deprec - Buildings	(\$24,080.59)	\$0.00	\$72.41	(\$72.41)	(\$24,153.00)
	30000-5950-900	Accts Pay - Trade	(\$40,301.69)	\$84,451.23	\$112,656.07	(\$28,204.84)	(\$68,506.53)
	30040-5950-900	Accts Pay - Other	\$5,201.44	\$0.00	\$11,082.58	(\$11,082.58)	(\$5,881.14)
	31000-5950-900	Accrued Expenses	(\$1,720.88)	\$1,720.88	\$1,510.00	\$210.88	(\$1,510.00)
	31020-5950-900	Accrued Payroll	(\$32,152.68)	\$22,403.75	\$23,457.42	(\$1,053.67)	(\$33,206.35)
	31080-5950-900	Accrued Tips Payable	\$0.00	\$0.00	\$267.00	(\$267.00)	(\$267.00)
	31220-5950-900	Accrued Sales Tax	(\$8,112.19)	\$8,112.19	\$9,086.34	(\$974.15)	(\$9,086.34)
	31400-5950-900	Accrued City Surcharge	\$0.00	\$3,587.98	\$3,587.98	\$0.00	\$0.00
	32000-5950-900	Deferred Rev - Rainchecks	(\$1,377.10)	\$595.64	\$1,089.05	(\$493.41)	(\$1,870.51)
	32020-5950-900	Deferred Rev - Outing Deposits	(\$3,312.39)	\$1,719.33	\$5,420.55	(\$3,701.22)	(\$7,013.61)
	32040-5950-900	Deferred Rev - Legacy GF Passes	(\$27,848.16)	\$3,481.03	\$0.00	\$3,481.03	(\$24,367.13)
	32050-5950-900	Deferred Revenue - Cypress GF Passes	(\$18,168.12)	\$2,271.02	\$0.00	\$2,271.02	(\$15,897.10)
	32070-5950-900	Deferred Rev - Gift Cards	(\$27,014.76)	\$2,170.76	\$407.78	\$1,762.98	(\$25,251.78)
	32100-5950-900	Deferred Rev - Credit Books	(\$13,680.55)	\$574.52	\$1,169.98	(\$595.46)	(\$14,276.01)
	32120-5950-900	Deferred Rev - Trail Fee Pass	(\$60,383.95)	\$7,722.45	\$1,395.59	\$6,326.86	(\$54,057.09)
	32220-5950-900	Deferred Rev - Founders Pass	(\$900.00)	\$112.50	\$0.00	\$112.50	(\$787.50)
	49020-5950-900	Retained Earnings - Current	\$1.07	\$0.00	\$0.00	\$0.00	\$1.07
	50000-5950-100	Green Fees - Annual Pass	(\$23,614.15)	\$0.00	\$5,864.55	(\$5,864.55)	(\$29,478.70)
	50040-5950-100	Green Fees - Member	(\$187,596.97)	\$0.00	\$72,826.50	(\$72,826.50)	(\$260,423.47)
	50070-5950-100	Green Fees - (surcharge)	(\$11,488.68)	\$3,587.98	\$7,175.96	(\$3,587.98)	(\$15,076.66)
	50500-5950-200	Cart Fee 18	(\$115,570.39)	\$0.00	\$42,797.39	(\$42,797.39)	(\$158,367.78)
	50520-5950-200	Cart Fee - Annual Trail	(\$29,556.05)	\$0.00	\$7,722.45	(\$7,722.45)	(\$37,278.50)
	52090-5950-600	Handicap Fee	(\$540.00)	\$0.00	\$3,494.00	(\$3,494.00)	(\$4,034.00)
	52150-5950-600	Lessons	(\$3,238.00)	\$0.00	\$435.00	(\$435.00)	(\$3,673.00)
	52280-5950-600	Rental Clubs	(\$930.00)	\$0.00	\$470.00	(\$470.00)	(\$1,400.00)
	52310-5950-600	Retail	(\$21,473.74)	\$0.00	\$7,431.51	(\$7,431.51)	(\$28,905.25)
	53050-5950-220	Range Pass Revenue	(\$12,052.68)	\$0.00	\$4,003.46	(\$4,003.46)	(\$16,056.14)
	56120-5950-100	City Surcharge R & R	(\$11,488.68)	\$0.00	\$3,587.98	(\$3,587.98)	(\$15,076.66)
	59010-5950-900	Miscellaneous G&A	(\$287.51)	\$0.00	\$0.00	\$0.00	(\$287.51)
	60000-5950-600	COGS - Merchandise - Accessories	\$13,021.94	\$5,059.28	\$3.17	\$5,056.11	\$18,078.05
	70000-5950-100	Gross Payroll - Salaried	\$39,995.17	\$12,052.21	\$3,527.48	\$8,524.73	\$48,519.90
	70000-5950-900	Gross Payroll - Salaried	\$40,929.15	\$13,687.06	\$3,973.18	\$9,713.88	\$50,643.03
	70000-5950-950	Gross Payroll - Salaried	\$14,069.37	\$4,259.99	\$1,246.83	\$3,013.16	\$17,082.53
	70010-5950-100	Gross Payroll - Hourly	\$61,450.93	\$22,261.00	\$7,258.99	\$15,002.01	\$76,452.94
	70010-5950-200	Gross Payroll - Hourly	\$25,300.40	\$9,118.86	\$2,684.70	\$6,434.16	\$31,734.56
	70010-5950-600	Gross Payroll - Hourly	\$19,475.89	\$6,696.23	\$1,806.65	\$4,889.58	\$24,365.47
	70010-5950-900	Gross Payroll - Hourly	\$3,042.83	\$980.53	\$331.20	\$649.33	\$3,692.16
	71000-5950-100	Payroll Tax - FICA	\$7,220.62	\$2,535.89	\$825.16	\$1,710.73	\$8,931.35
	71000-5950-200	Payroll Tax - FICA	\$2,027.24	\$697.58	\$213.15	\$484.43	\$2,511.67
	71000-5950-600	Payroll Tax - FICA	\$1,472.05	\$504.14	\$132.68	\$371.46	\$1,843.51
	71000-5950-900	Payroll Tax - FICA	\$2,977.65	\$1,030.76	\$308.35	\$722.41	\$3,700.06
	71000-5950-950	Payroll Tax - FICA	\$1,003.25	\$307.62	\$95.38	\$212.24	\$1,215.49
	71010-5950-100	Payroll Tax - UC	\$308.62	\$191.48	\$0.00	\$191.48	\$500.10
	71010-5950-200	Payroll Tax - UC	\$189.78	\$62.50	\$0.00	\$62.50	\$252.28
	71010-5950-600	Payroll Tax - UC	\$119.47	\$46.46	\$0.00	\$46.46	\$165.93
	71010-5950-900	Payroll Tax - UC	\$88.61	\$159.27	\$0.00	\$159.27	\$247.88

TRIAL BALANCE SUMMARY FOR 2019

The Golf Club at Cypress Head

Inactive	Account	Description	Beginning Balance	Debit	Credit	Net Change	Ending Balance
	71010-5950-950	Payroll Tax - UC	\$29.50	\$26.70	\$0.00	\$26.70	\$56.20
	71020-5950-100	Payroll Tax - WC	\$1,903.75	\$430.32	\$0.00	\$430.32	\$2,334.07
	71020-5950-200	Payroll Tax - WC	\$480.33	\$116.23	\$0.00	\$116.23	\$596.56
	71020-5950-600	Payroll Tax - WC	\$370.40	\$90.01	\$0.00	\$90.01	\$460.41
	71020-5950-900	Payroll Tax - WC	\$836.09	\$187.44	\$0.00	\$187.44	\$1,023.53
	71020-5950-950	Payroll Tax - WC	\$274.98	\$54.12	\$0.00	\$54.12	\$329.10
	71030-5950-100	Benefits	\$14,891.24	\$3,570.73	\$1,417.40	\$2,153.33	\$17,044.57
	71030-5950-200	Benefits	\$41.84	\$33.27	\$26.62	\$6.65	\$48.49
	71030-5950-600	Benefits	\$1,377.02	\$655.60	\$191.16	\$464.44	\$1,841.46
	71030-5950-900	Benefits	\$9,697.98	\$3,663.62	\$1,471.12	\$2,192.50	\$11,890.48
	71030-5950-950	Benefits	\$2,238.40	\$885.02	\$384.22	\$500.80	\$2,739.20
	80110-5950-200	Cart Supplies	\$427.91	\$12.78	\$0.00	\$12.78	\$440.69
	80120-5950-100	Chemicals	\$269.00	\$466.98	\$0.00	\$466.98	\$735.98
	80170-5950-100	Course Accessories	\$713.16	\$50.15	\$0.00	\$50.15	\$763.31
	80230-5950-100	Fertilizer	\$7,187.20	\$14,241.71	\$0.00	\$14,241.71	\$21,428.91
	80270-5950-100	Fuel	\$3,357.35	\$0.00	\$0.00	\$0.00	\$3,357.35
	80280-5950-100	Fungicides	\$819.68	\$597.85	\$0.00	\$597.85	\$1,417.53
	80320-5950-100	Herbicides	\$6,617.08	\$1,758.38	\$0.00	\$1,758.38	\$8,375.46
	80370-5950-100	Insecticides	\$1,723.55	\$318.75	\$0.00	\$318.75	\$2,042.30
	80380-5950-900	Janitorial Supplies	\$1,193.44	\$581.78	\$0.00	\$581.78	\$1,775.22
	80420-5950-900	Laundry/Uniforms	\$1,810.47	\$44.22	\$0.00	\$44.22	\$1,854.69
	80520-5950-600	Office Supplies	\$439.05	\$338.55	\$0.00	\$338.55	\$777.60
	80520-5950-900	Office Supplies	\$2,281.51	\$193.16	\$0.00	\$193.16	\$2,474.67
	80610-5950-220	Range Balls	\$1,325.00	\$0.00	\$0.00	\$0.00	\$1,325.00
	80620-5950-220	Range Equipment	\$0.00	\$797.07	\$0.00	\$797.07	\$797.07
	80630-5950-220	Range Expenses	\$0.00	\$391.42	\$0.00	\$391.42	\$391.42
	80690-5950-100	Sand/Topdress	\$1,057.68	\$0.00	\$0.00	\$0.00	\$1,057.68
	80710-5950-100	Seeds/Trees	\$5,931.25	\$0.00	\$0.00	\$0.00	\$5,931.25
	80730-5950-100	Small Tools	\$329.84	\$0.00	\$0.00	\$0.00	\$329.84
	80780-5950-600	Supplies	\$815.00	\$679.88	\$0.00	\$679.88	\$1,494.88
	80810-5950-600	Tournament Expense	(\$12.93)	\$5,060.52	\$5,071.05	(\$10.53)	(\$23.46)
	81010-5950-900	Alarm System	\$1,116.60	\$297.90	\$0.00	\$297.90	\$1,414.50
	81090-5950-200	Cart Repairs	\$31.84	\$0.00	\$0.00	\$0.00	\$31.84
	81130-5950-900	Computer Service	\$214.80	\$53.70	\$0.00	\$53.70	\$268.50
	81140-5950-900	Contract Cleaning	\$3,248.00	\$897.00	\$0.00	\$897.00	\$4,145.00
	81220-5950-600	Handicap Expense	\$130.00	\$3,822.00	\$0.00	\$3,822.00	\$3,952.00
	81250-5950-100	Irrigation	\$2,041.23	\$2,174.26	\$820.88	\$1,353.38	\$3,394.61
	81350-5950-100	Repair & Maint - Equipment	\$6,222.23	\$1,476.96	\$0.00	\$1,476.96	\$7,699.19
	81350-5950-220	Repair & Maint - Equipment	\$29.76	\$0.00	\$0.00	\$0.00	\$29.76
	81350-5950-900	Repair & Maint - Equipment	\$751.25	\$378.00	\$0.00	\$378.00	\$1,129.25
	81360-5950-100	Repair & Maint - Building	\$879.10	\$479.13	\$0.00	\$479.13	\$1,358.23
	81360-5950-600	Repair & Maint - Building	\$524.13	\$11.66	\$0.00	\$11.66	\$535.79
	81360-5950-900	Repair & Maint - Building	\$1,677.28	\$250.50	\$58.56	\$191.94	\$1,869.22
	82000-5950-200	Cart Lease	\$25,778.32	\$6,444.58	\$0.00	\$6,444.58	\$32,222.90
	82020-5950-100	Equipment Lease	\$18,552.00	\$4,638.00	\$0.00	\$4,638.00	\$23,190.00
	82060-5950-900	Off-Site Storage	\$704.00	\$176.00	\$0.00	\$176.00	\$880.00
	83000-5950-100	Utlities - Electric	\$762.43	\$163.07	\$0.00	\$163.07	\$925.50
	83000-5950-200	Utilities - Electric	\$3,779.49	\$992.21	\$0.00	\$992.21	\$4,771.70
	83020-5950-100	Utlities - Other	\$5,630.27	\$1,271.46	\$0.00	\$1,271.46	\$6,901.73
	83020-5950-900	Utilities - Other	\$6,826.79	\$1,963.71	\$0.00	\$1,963.71	\$8,790.50
	83030-5950-100	Utlities - Telephone/Fax	\$516.42	\$0.00	\$0.00	\$0.00	\$516.42
	83030-5950-900	Utilities - Telephone/Fax	\$639.98	\$320.72	\$0.00	\$320.72	\$960.70
	83050-5950-100	Utlities - Water	\$809.56	\$204.36	\$0.00	\$204.36	\$1,013.92
	84040-5950-950	Adv/Promo - Mktg/Bus Dev	\$5,558.99	\$1,261.27	\$12.95	\$1,248.32	\$6,807.31
	85020-5950-900	Bank Charges	\$1,540.39	\$354.63	\$0.00	\$354.63	\$1,895.02
	85050-5950-600	Cash Short/(Over)	(\$0.60)	\$0.00	\$0.00	\$0.00	(\$0.60)
	85050-5950-900	Cash Short/(Over)	\$77.10	\$197.38	\$448.94	(\$251.56)	(\$174.46)
	85060-5950-900	Cell Phone	\$800.00	\$200.00	\$0.00	\$200.00	\$1,000.00
	85070-5950-900	City Surcharge R & R	\$11,488.68	\$3,587.98	\$0.00	\$3,587.98	\$15,076.66
	85120-5950-900	Credit Card Discounts	\$8,864.20	\$2,381.04	\$0.00	\$2,381.04	\$11,245.24
	85140-5950-900	Donations	(\$70.00)	\$0.00	\$5.00	(\$5.00)	(\$75.00)
	85150-5950-900	Dues & Subscriptions	\$355.00	\$0.00	\$0.00	\$0.00	\$355.00
	85160-5950-100	Education & Training	\$400.00	\$0.00	\$0.00	\$0.00	\$400.00

TRIAL BALANCE SUMMARY FOR 2019
The Golf Club at Cypress Head

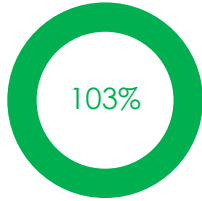
Inactive	Account	Description	Beginning Balance	Debit	Credit	Net Change	Ending Balance
	85160-5950-900	Education & Training	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
	85190-5950-900	Employee Relations	\$857.76	\$195.32	\$395.32	(\$200.00)	\$657.76
	85200-5950-100	Employee Testing	\$129.75	\$29.00	\$0.00	\$29.00	\$158.75
	85280-5950-900	Insurance Expense	\$18,554.80	\$4,638.70	\$0.00	\$4,638.70	\$23,193.50
	85320-5950-900	Member Relations	\$0.00	\$150.24	\$0.00	\$150.24	\$150.24
	85330-5950-900	Messenger Service - Fedex	\$255.37	\$76.19	\$0.00	\$76.19	\$331.56
	85340-5950-900	Miscellaneous	(\$9.39)	\$0.00	\$0.00	\$0.00	(\$9.39)
	85390-5950-900	O/S - Accounting	\$6,875.00	\$0.00	\$0.00	\$0.00	\$6,875.00
	85480-5950-900	Payroll Processing Fee	\$2,048.41	\$1,282.44	\$900.00	\$382.44	\$2,430.85
	85490-5950-900	Postage/Shipping	\$307.99	\$107.81	\$0.00	\$107.81	\$415.80
	85610-5950-100	Tax/Licenses/Fees	\$550.00	\$0.00	\$0.00	\$0.00	\$550.00
	85610-5950-900	Tax/Licenses/Fees	(\$120.00)	\$0.00	\$30.00	(\$30.00)	(\$150.00)
	85710-5950-900	Travel - Meals	\$240.15	\$1,020.23	\$0.00	\$1,020.23	\$1,260.38
	85720-5950-100	Travel - Other	\$180.91	\$86.60	\$0.00	\$86.60	\$267.51
	85720-5950-900	Travel - Other	\$1,138.36	\$876.17	\$0.00	\$876.17	\$2,014.53
	89020-5950-900	Employee Meals	\$0.00	\$13.45	\$0.00	\$13.45	\$13.45
	90000-5950-900	Management Fee	\$24,250.12	\$6,062.53	\$0.00	\$6,062.53	\$30,312.65
	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	14,905.00	110.00	0.00	110.00	15,015.00
	REMWD-5950-100	Rounds - Employee - Weekday	20,735.00	95.00	0.00	95.00	20,830.00
	RMBWD-5950-100	Rounds - Member - Weekday	77,591.00	337.00	0.00	337.00	77,928.00
	RPKWD-5950-100	Rounds - Peak - Weekday	423,284.00	3,892.00	0.00	3,892.00	427,176.00
	RPKWE-5950-100	Rounds - Peak - Weekend	5,071.00	0.00	0.00	0.00	5,071.00
Grand Totals:			144	\$0.00	\$544,197.91	\$544,197.91	\$0.00

Sales & Marketing Snapshot

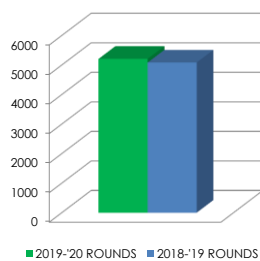
MARCH

4/12/20

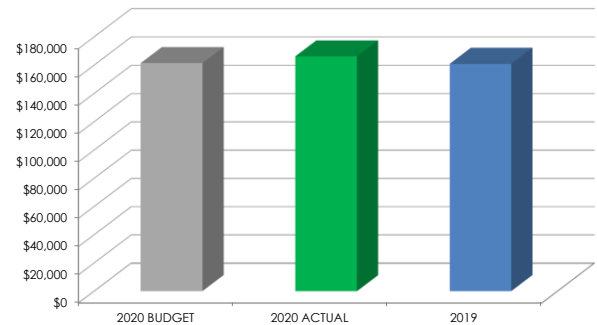
Percentage of Budget



Monthly Summary Totals



MONTHLY BUDGET	\$161,312
ACTUAL MONTHLY REVENUE	\$166,123
VARIANCE TO BUDGET	\$4,811
PY MONTHLY REVENUE	\$160,850



MARCH

2019-20 Monthly Budget

REVENUE CLASS	AMOUNT
Total Golf	\$139,637
Outings	\$29,000
Merchandise	\$13,390
Payroll Expense	\$64,578
OpEx	\$55,142

2019-20 Actual Revenue

REVENUE CLASS	AMOUNT
Total Golf	\$142,946
Outings	\$27,748
Merchandise	\$14,972
Payroll Expense	\$63,207
OpEx	\$29,118

REVENUE CLASS	Month PY
Total Golf	\$139,488
Outings	\$32,560
Merchandise	\$13,363

2019-20 ROUNDS	5208
2018-19 ROUNDS	5083

MARCH ACTION ITEMS / STRATEGIES / COMMENTS

- * Complimentary clinics on March 4th given in conjunction with the Chamber of Commerce with over 25 players attending
- * Hosted the Academy of Finance Tournament on March 7th with a full field participating
- * Hosted opening night of the Chamber Golf League on March 11th with over 60 players
- * March 13th Covid-19 pandemic caused multiple cancellations and rescheduling of Tournaments/Groups/Events for the remainder of March
- * Due to concerns regarding the virus we implemented CDC cleaning procedures for both Golf Shop and Outside Operations
- * Some of the procedures that the maintenance team followed was the removal of all bunker rakes, sand bottles, water containers and inverted golf cup ho
- * Course conditions improved significantly over prior year in spite of pandemic and due to new superintendent
- * Strict adherence to CDC guidelines, social distancing and limiting tee times has impacted success for the month
- * Business would have been better than it was were it not for the pandemic
- * 2 tournaments postponed until later in the year. 3 large Monday travelling groups cancelled for March as a result of virus.
- * Total lost tournament/ group revenue of \$7,195.00

CYPRESS PASS SALES

2018 STATUS	2019 PASSES	2020 PASSES
Legacy Single	28	20
Legacy Double	10	9
Cypress Single	9	8
Cypress Double	4	4
Trail Fees	77	58
Founders	1	1
TOTAL PASSES	129	100
TOTAL REVENUE	\$197,787	\$158,588

WEATHER INFORMATION

PLAYABLE DAYS

2019	2020
25	30

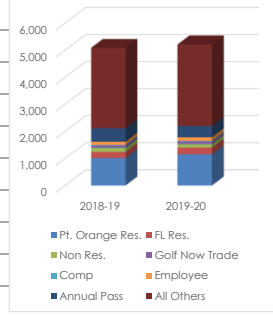
PRECIPITATION IN INCHES

2019	2020
1.3	0.2

ROUNDS SEGMENTATION

SEGMENT	2018-19	2019-20
Pt. Orange Res.	1,016	1,150
FL Res.	220	247
Non Res.	145	126
Golf Now Trade	100	115
Comp	18	13
Employee	120	131
Annual Pass	495	414
All Others	2,969	3,012
TOTAL	5,083	5,208

Rounds by Segment



TRUEREVIEW SUMMARY



2020 Month End	SERVICE	COURSE	RECOMMEND	NPS	# of SURVEYS
OVERALL	9.7	8.0	9.1	57.1	7
2019 Month End	SERVICE	COURSE	RECOMMEND	NPS	# of SURVEYS
OVERALL	9.4	6.4	7.4	23.5	34



April 20th, 2020

Robin Fenwick
City of Port Orange
1000 City Center Circle
Port Orange, FL 32129

Dear Ms. Fenwick,

The following is the financial and operational summary report for March 2020 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 March 2020								
	Current				Year to Date			
	Actual	Budget	Variance vs. Budget		Actual	Budget	Prior Year	Variance vs. Budget
Revenue								
Green Fees	\$ 88,281	\$ 85,370	\$ 2,911		\$ 393,548	\$ 409,252	\$ 398,321	\$ (15,704)
Cart Fees	\$ 54,665	\$ 54,267	\$ 398		\$ 250,312	\$ 254,071	\$ 243,602	\$ (3,759)
Range	\$ 4,055	\$ 4,000	\$ 55		\$ 20,111	\$ 18,900	\$ 18,070	\$ 1,211
Pro- Shop Revenues	\$ 14,972	\$ 13,390	\$ 1,582		\$ 52,984	\$ 43,750	\$ 43,544	\$ 9,234
City Surcharge R/R	\$ 4,150	\$ 4,285	\$ (135)		\$ 19,226	\$ 19,322	\$ 19,653	\$ (96)
Total Revenue	\$ 166,123	\$ 161,312	\$ 4,811		\$ 736,181	\$ 745,295	\$ 723,190	\$ (9,114)
Cost of Sales	\$ 7,759	\$ 6,080	\$ 1,679		\$ 25,837	\$ 22,688	\$ 23,120	\$ 3,149
Merchandise	\$ 7,759	\$ 6,080	\$ 1,679	57%	\$ 25,837	\$ 22,688	\$ 23,120	\$ 3,149
Gross Margin	\$ 158,364	\$ 155,232	\$ 3,132		\$ 710,344	\$ 722,607	\$ 700,070	\$ (12,263)
Total Payroll	\$ 63,207	\$ 64,578	\$ (1,371)		\$ 373,430	\$ 376,925	\$ 314,103	\$ (3,495)
Total Operating Expenses	\$ 29,118	\$ 55,142	\$ (26,024)		\$ 267,556	\$ 289,434	\$ 269,198	\$ (21,878)
EBITDA	\$ 66,039	\$ 35,512	\$ 30,527		\$ 69,358	\$ 56,247	\$ 116,768	\$ 13,111
Other Expenses	\$ 6,159	\$ 6,159	\$ -		\$ 36,948	\$ 36,951	\$ 36,235	\$ (3)
Management Fee	\$ 6,063	\$ 6,063	\$ -		\$ 36,375	\$ 36,378	\$ 35,662	\$ (3)
Interest Expense	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -
Depreciation	\$ 96	\$ 96	\$ -		\$ 573	\$ 573	\$ 573	\$ -
Net Cash From Ops	\$ 59,880	\$ 29,353	\$ 30,527		\$ 32,410	\$ 19,296	\$ 80,533	\$ 13,114
Rounds								
Total Rounds	5,208	5,151	57		23,902	24,185	23,986	(283)
Paid Rounds	4,536	4,478	58		20,426	20,549	23,986	(123)
Avg. GF/CF Total rounds	\$27.45	\$27.11	\$ 0.34		\$26.94	\$27.43	\$26.76	\$ (0.49)
Avg. GF/CF Paid rounds	\$31.51	\$31.18	\$ 0.33		\$31.52	\$32.28	\$26.76	\$ (0.76)
Avg. Merchandise/round	\$2.87	\$2.60	\$ 0.28		\$2.22	\$1.81	\$1.82	\$ 0.41

Overview:

- Overall golf revenues for March finished higher than the projected budget for the month. The range revenues were equal to the budget & Pro Shop revenues were higher to the budget.
- Total payroll for the month was lower to the projected budgeted amount.
- Our operating expenses finished much lower than the budgeted amount due to the timing of invoices for fertilizers and herbicides.
- The month of March is the sixth month in our fiscal year 2019-2020. Year to Date revenues are slightly lower than projected with retail sales being higher at this time. The payroll expenses are slightly lower to the budget and operating expenses are lower than projected.
- Beginning in mid-March the Covid-19 Pandemic caused multiple cancellations and rescheduling of tournaments/groups/events for the remainder of March resulting in a loss of over \$7,000 in revenue for the month. During that time we implemented CDC cleaning procedures for both golf shop and outside operations.

R&R Projects:

- There were no projects for the month of March 2020.

Tee Sheet Activity:

- There were 5,208 total rounds for the month which included 4,536 paid rounds, 414 Annual with Cypress Pass member rounds and 258 other rounds. The round type for the month included 3,735 eighteen hole rounds and 1,359 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.

March 2020 and YTD rounds mix:

Type	Actual	Budget	Month- P.Y.	Y.T.D	P.Y-Y.T.D
Paid	4536	4478	4350	20426	20004
Annual	414	495	495	2122	2647
Other rounds	258	178	238	1354	1335
Total Rounds	5208	5151	5083	23902	23986

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

- Our superintendent, Darren Bache continues to follow the agronomic program that he has developed for Cypress Head.
- Expenses for the month were lower than projected due to the timing of invoices for additional fertilizer & herbicides as recommended by the superintendent.
- A high priority item has been to evaluate the current irrigation system which continues to be troublesome due to the age of the system. We have installed a new hydraulic pressure tank and motor due to the failure of the previous components. We continue to have repair costs related to joint connections, sprinkler heads and satellite control boxes and we are monitoring the issues.

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, Cutter & Buck, Footjoy, Titleist, Callaway, Bridgestone, Nancy Lopez, Ahead merchandise and St Andrews products. There was \$50.00 in gift card sales purchased for the month with \$14,972.00 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. Due to the current Pandemic guidelines we have been issuing individual carts for players which will greatly affect the battery life of our fleet. Following the CDC guidelines we have instituted a complete disinfecting regimen for the daily cleaning process of the fleet.
- The staff at Cypress Head Golf Course continued to offer lesson packages for beginners as well as advanced players until Mid-March when all programs were suspended due to the Covid-19 Pandemic.
- The MGA and the WGA were continuing their league play in the beginning of the month. However since the Covid 19 Pandemic, all regular groups and leagues have been suspended in order to follow the CDC restriction of six foot social distancing and no gatherings over 10 people.

Marketing and Sales:

- We are continuing our involvement with 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 10,400 unique e-mail addresses. The golf staff continues to register player profiles including residency, phone numbers and proper classifications of all players.
- Due to the Pandemic, multiple groups have either cancelled or re-scheduled for the month of March.

Summary Report

Report run: 4/13/2020 2:22 PM MDT

Data current as of: 4/13/2020 2:20 PM MDT

Key: Poor Acceptable Excellent

REPORT CRITERIA

Date of Survey	3/1/20 - 3/31/20
Select level:	Cypress Head Golf Club

	NPS	Overall Rating	Service Rating	Course Rating	Recommend Rating	# of Surveys
Goal Index	70.0 70.0					
Totals	57.1	9.0	9.7	8.0	9.1	7
Cypress Head Golf Club	57.1	9.0	9.7	8.0	9.1	7

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- Course summary report for March showed an overall rating for the golf course of 9.0 with a course rating of 8.0 and our service rating is at 9.7.
- In addition to the report above, we have also started using a new Google Analytic tool that provides us with an alternative ratings source from Golf Now Advisors.

PLATFORM

Golf Club at Cypress Head

March 2020

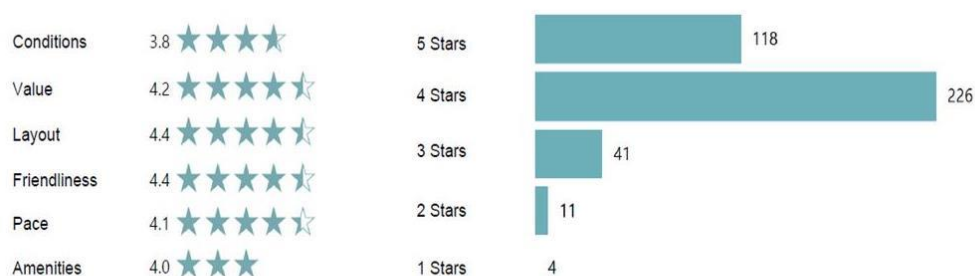


RATINGS & REVIEWS

Your course's overall score on GolfAdvisor.com

	TOTAL REVIEWS	AVERAGE SCORE	% RECOMMENDED
All Time	400	4.1	91.1%

YOUR COURSE REVIEWS



* Summary above is a snapshot taken at the month's end. For the most updated and detailed information, please visit [GolfAdvisor.com](https://www.golfadvisor.com).

- 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:

- Due to this unprecedented Pandemic we will continue to follow guidelines established by the CDC as well as relying on the resources from Kemper Sports management and the City of Port Orange. This process will remain in effect until further instructions are received.

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
Course Cash Flow Report
March 31, 2020**

	<u>March</u>	<u>YTD</u>
EBITDA	\$66,039.06	\$69,357.99
Management Fee Expense	(6,062.53)	(36,375.18)
Depreciation & Amortization	(95.53)	(573.18)
Net Income	59,881.00	32,409.63
Working Capital Changes		
Inventory	(1,180.91)	(13,940.00)
Receivables	1,633.23	61,623.40
Payables	(8,220.76)	16,504.89
Due to from the City	(4,486.58)	51,219.88
Prepays	(7,999.65)	(3,006.89)
Accrued Liabilities	21,728.28	26,089.13
Other Liabilities	(18,575.80)	(93,986.88)
Depreciation & Amortization	95.53	573.18
Operating Cash Flow	42,874.34	77,486.34
Investing Cash Flows	<u> </u>	<u> </u>
Financing Cash Flow	<u> </u>	<u> </u>
Net Cash Flows	<u>42,874.34</u>	<u>77,486.34</u>
Beginning Cash	167,822.71	133,210.71
Net Cash Flows	<u>42,874.34</u>	<u>77,486.34</u>
Ending Cash	<u>210,697.05</u>	<u>210,697.05</u>

The Golf Club at Cypress Head
Comparative Income Statement
For the Six Months Ending March 31, 2020

	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	139,488	641,451	1,093,390	59%	142,946	643,572	1,180,853	55%
Merchandise	9,508	35,434	66,908	53%	13,457	42,362	68,150	62%
Other Pro Shop	3,855	8,110	17,074	48%	1,515	10,622	13,290	80%
Range	3,814	18,070	33,793	53%	4,055	20,111	40,400	50%
Other Operating Revenues	4,185	19,653	35,393	56%	4,150	19,226	37,149	52%
Other G&A Income	0	472	1,221	39%	0	288	475	61%
TOTAL REVENUE	160,850	723,189	1,247,778	58%	166,123	736,180	1,340,317	55%
COST OF SALES								
Merchandise	7,160	23,120	41,007	56%	7,759	25,837	43,616	59%
TOTAL COGS	7,160	23,120	41,007	56%	7,759	25,837	43,616	59%
COGS - Merchandise %	75.3%	65.2%	61.3%	106.5%	57.7%	61.0%	64.0%	95.3%
PAYROLL								
Course and Grounds	24,799	145,914	306,708	48%	30,064	183,847	388,332	47%
Carts, Range, Starters, Etc.	8,451	45,258	90,168	50%	8,331	43,475	87,497	50%
Pro Shop	5,190	27,186	58,139	47%	6,442	35,119	54,846	64%
General and Administrative	11,408	69,908	147,486	47%	13,669	84,866	172,779	49%
Marketing	4,640	25,838	52,772	49%	4,701	26,123	52,291	50%
TOTAL PAYROLL	54,488	314,103	655,273	48%	63,207	373,430	755,745	49%
OPERATING EXPENSES								
Course and Grounds	19,802	101,034	234,621	43%	15,698	107,513	244,462	44%
Carts, Range, Starters, Etc.	7,340	45,490	91,634	50%	(4,787)	35,223	92,794	38%
Pro Shop	3,751	5,038	7,514	67%	292	7,028	6,675	105%
General and Administrative	15,541	109,598	215,641	51%	16,683	109,752	224,425	49%
Marketing	2,545	8,037	17,847	45%	1,232	8,040	23,290	35%
TOTAL OPERATING EXPENSES	48,978	269,198	567,257	47%	29,118	267,556	591,646	45%
TOTAL EXPENSES	110,627	606,422	1,263,537	48%	100,084	666,822	1,391,007	48%
OTHER INCOME (EXPENSE)								
MANAGEMENT FEES	(5,944)	(35,662)	(71,324)	50%	(6,063)	(36,375)	(72,756)	50%
Depreciation & Amortization	(96)	(573)	(1,146)	50%	(96)	(573)	(1,146)	50%
TOTAL OTHER INCOME (EXPENSE)	(6,039)	(36,235)	(72,470)	50%	(6,158)	(36,948)	(73,902)	50%
NET INCOME	44,184	80,532	(88,229)	-91%	59,881	32,410	(124,593)	-26%
Paid Rounds	4,350	20,004			4,536	20,426	38,181	53%
Annual Pass Rounds	495	2,647			414	2,122	5,379	39%
Other Rounds	238	1,335			258	1,354	1,970	69%
Total Rounds	5,083	23,986			5,208	23,902	45,530	52%
Revenue/Paid Rounds	36.98	36.15			36.62	36.04	35.10	103%
Revenue/Total Rounds	31.64	30.15			31.90	30.80	29.44	105%

The Golf Club at Cypress Head
For the Six Months Ending March 31, 2020

	<u>03/31/20</u>	<u>09/30/19</u>	<u>03/31/19</u>
ASSETS			
CURRENT ASSETS:			
Cash			
Cash - Depository	178,018	108,108	193,179
Cash - Payroll	31,329	23,753	28,041
Cash - Manual Checks	850	850	850
Cash - Housebank & Other	500	500	500
Total Cash	<u>210,697</u>	<u>133,211</u>	<u>222,570</u>
Accounts Receivable			
A/R Member	2,346	63,969	3,003
Total Accounts Recievable	<u>2,346</u>	<u>63,969</u>	<u>3,003</u>
Other Current Assets			
Inventory - Merchandise	31,480	17,540	22,312
Prepaid Insurance	13,327	22,367	12,486
Prepaid Exp - Other	19,083	7,036	11,382
Total Other Current Assets	<u>63,890</u>	<u>46,943</u>	<u>46,180</u>
TOTAL CURRENT ASSETS	<u>276,933</u>	<u>244,123</u>	<u>271,753</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>(28,249)</u>	<u>(27,676)</u>	<u>(27,102)</u>
TOTAL PROPERTY, PLANT AND EQUIPMENT	<u>7,899</u>	<u>8,472</u>	<u>9,046</u>
TOTAL ASSETS	<u><u>284,832</u></u>	<u><u>252,595</u></u>	<u><u>280,799</u></u>

The Golf Club at Cypress Head
For the Six Months Ending March 31, 2020

	<u>03/31/20</u>	<u>09/30/19</u>	<u>03/31/19</u>
LIABILITIES AND STOCKHOLDERS' EQUITY			
CURRENT LIABILITIES:			
Accts Pay - Trade	60,286	43,781	35,877
Accts Pay - Other	1,395	(49,825)	22,669
Accrued Expenses	900	1,322	20,781
Accrued Payroll	38,097	34,325	10,329
Accrued Taxes	26,801	4,061	9,059
Deferred Revenue	124,945	218,932	129,994
TOTAL CURRENT LIABILITIES	<u>252,423</u>	<u>252,596</u>	<u>228,708</u>
 TOTAL LIABILITIES	 <u>252,423</u>	 <u>252,596</u>	 <u>228,708</u>
 STOCKHOLDER'S EQUITY			
Retained Earnings	32,409	(1)	52,090
Net Retained Earnings	32,409	(1)	52,090
Stockholders Equity	32,409	(1)	52,090
TOTAL STOCKHOLDER'S EQUITY	<u>32,409</u>	<u>(1)</u>	<u>52,090</u>
 TOTAL LIABILITIES AND STOCKHOLDER'S EQUITY	 <u>284,832</u>	 <u>252,595</u>	 <u>280,799</u>

The Golf Club at Cypress Head
Course Cash Flow Report
For the Year Ended March 31, 2020

	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	(38,786)	(1,630)	(10,531)	25,776	28,490	66,039	0	0	0	0	0	0	69,358
Management Fee Expense	(6,063)	(6,063)	(6,063)	(6,063)	(6,063)	(6,063)	0	0	0	0	0	0	(36,375)
Depreciation & Amortization	(96)	(96)	(96)	(96)	(96)	(96)	0	0	0	0	0	0	(573)
Net Income	(44,944)	(7,788)	(16,689)	19,618	22,332	59,881	0	0	0	0	0	0	32,410
Working Capital Changes													
Inventory	(2,630)	(8,539)	2,351	(582)	(3,359)	(1,181)	0	0	0	0	0	0	(13,940)
Receivables	57,840	(2,073)	2,443	4,524	(2,743)	1,633	0	0	0	0	0	0	61,623
Prepaid Expenses	(19,667)	5,723	4,137	415	14,385	(8,000)	0	0	0	0	0	0	(3,007)
Payables	7,549	37,496	(40,329)	(8,196)	28,205	(8,221)	0	0	0	0	0	0	16,505
Due to from the City	(1,013)	386	(160)	45,412	11,083	(4,487)	0	0	0	0	0	0	51,220
Accrued Expenses	3,639	(17,230)	2,206	13,662	2,084	21,728	0	0	0	0	0	0	26,089
Deferred Revenues	(28,829)	(18,971)	(4,837)	(13,610)	(9,164)	(18,576)	0	0	0	0	0	0	(93,987)
Depreciation & Amortization	96	96	96	96	96	96	0	0	0	0	0	0	573
Operating Cash Flow	(27,959)	(10,901)	(50,783)	61,339	62,917	42,874	0	0	0	0	0	0	77,486
Investing Activities													
Financing Activities													
Net Cash Flows	(27,959)	(10,901)	(50,783)	61,339	62,917	42,874	0	0	0	0	0	0	77,486
Beginning Cash	133,211	105,251	94,350	43,567	104,906	167,823	210,697	189,311	189,311	189,311	189,311	189,311	1,806,361
Net Cash Flows	(27,959)	(10,901)	(50,783)	61,339	62,917	42,874	0	0	0	0	0	0	77,486
Ending Cash	105,251	94,350	43,567	104,906	167,823	210,697	210,697	189,311	189,311	189,311	189,311	189,311	1,883,847

MTD		% of	MTD	% of		YTD	YTD	% of	YTD	% of	Annual	
Actual	Budget	Budget	Prior Year	PY		Actual	Budget	Budget	Prior Year	PY	Budget	
REVENUES												
88,281	85,370	103%	85,702	103%	Green Fees	393,260	408,777	96%	397,849	99%	703,655	661,236
54,665	54,267	101%	53,786	102%	Cart Fee	250,312	254,071	99%	243,602	103%	477,197	434,275
100	3,200	3%	3,195	3%	Handicap Fee	4,134	4,140	100%	4,085	101%	4,360	4,457
1,055	350	301%	320	330%	Lessons	4,728	2,650	178%	2,515	188%	5,650	11,629
360	340	106%	340	106%	Rental Clubs	1,760	1,510	117%	1,510	117%	3,280	3,500
13,457	9,500	142%	9,508	142%	Retail	42,362	35,450	119%	35,434	120%	68,150	73,836
4,055	4,000	101%	3,814	106%	Range	20,111	18,900	106%	18,070	111%	40,400	35,834
4,150	4,285	97%	4,185	99%	City Surcharge R & R	19,226	19,322	100%	19,653	98%	37,149	34,967
0	0	0%	0	0%	Miscellaneous G&A	288	475	61%	472	61%	475	1,037
166,123	161,312	103%	160,850	103%	Total Revenues	736,180	745,295	99%	723,189	102%	1,340,317	1,260,769
COST OF GOODS SOLD												
7,759	6,080	128%	7,160	108%	COGS - Merchandise	25,837	22,688	114%	23,120	112%	43,616	43,723
7,759	6,080	128%	7,160	108%	Total COGS	25,837	22,688	114%	23,120	112%	43,616	43,723
158,364	155,232	102%	153,690	103%	GROSS MARGIN	710,344	722,607	98%	700,069	101%	1,296,701	1,217,046
57.66%	64.00%	90.09%	75.31%	76.56%	COGS - Merchandise %	60.99%	64.00%	95.30%	65.25%	93.47%	64.00%	697.62%
PAYROLL												
23,524	24,711	95%	20,053	117%	Gross Payroll - Salaried	139,769	147,068	95%	112,149	125%	293,536	270,783
30,846	29,012	106%	26,941	114%	Gross Payroll - Hourly	167,091	166,654	100%	148,136	113%	334,824	319,357
54,370	53,724	101%	46,993	116%	S/T Wages	306,860	313,722	98%	260,285	118%	628,360	590,140
3,892	4,110	95%	3,310	118%	Payroll Tax - FICA	22,094	24,000	92%	18,666	118%	48,069	42,497
423	514	82%	474	89%	Payroll Tax - UC	1,645	2,203	75%	1,466	111%	3,811	2,851
897	970	92%	723	124%	Payroll Tax - WC	5,640	5,442	104%	4,397	128%	11,125	10,649
3,626	5,260	69%	2,988	121%	Benefits	37,190	31,558	118%	29,290	127%	64,380	68,462
8,837	10,855	81%	7,494	118%	S/T Adders	66,569	63,203	105%	53,818	124%	127,385	124,459
63,207	64,578	98%	54,488	116%	TOTAL PAYROLL	373,430	376,925	99%	314,103	119%	755,745	714,600
OPERATING EXPENSES												
56	200	28%	0	0%	Cart Supplies	497	900	55%	497	100%	1,600	1,164
454	100	454%	104	435%	Chemicals	1,190	914	130%	920	129%	2,264	3,077
0	150	0%	123	0%	Course Accessories	763	1,490	51%	1,404	54%	2,640	1,834
2,972	3,000	99%	2,833	105%	Fertilizer	24,401	16,200	151%	15,598	156%	32,100	44,916
0	0	0%	0	0%	Flowers/Decor	0	500	0%	0	0%	1,000	0
1,187	1,000	119%	0	0%	Fuel	4,545	6,350	72%	5,034	90%	13,350	11,082
0	0	0%	0	0%	Fungicides	1,418	1,450	98%	200	709%	3,300	5,946
2,575	300	858%	296	869%	Herbicides	10,951	5,750	190%	5,381	204%	19,400	22,908
837	3,00											

The Golf Club at Cypress Head
Summary of All Units
For the Six Months Ending March 31, 2020

MTD Actual	MTD Budget	% of Budget	MTD Prior Year	% of PY		YTD Actual	YTD Budget	% of Budget	YTD Prior Year	% of PY	Annual Budget	
4,150	4,285	97%	4,185	99%	City Surcharge R & R	19,226	19,322	100%	19,653	98%	37,149	34,967
2,850	3,000	95%	2,618	109%	Credit Card Discounts	14,095	14,100	100%	12,301	115%	28,100	24,564
(40)	0	0%	0	0%	Donations	(115)	0	0%	(135)	85%	0	457
0	0	0%	0	0%	Dues & Subscriptions	355	360	99%	358	99%	1,060	911
0	0	0%	0	0%	Education & Training	1,400	0	0%	0	0%	0	2,110
0	95	0%	(803)	0%	Employee Relations	658	1,245	53%	(248)	-266%	1,815	(199)
29	30	97%	29	100%	Employee Testing	188	180	104%	116	162%	360	665
4,639	4,450	104%	4,320	107%	Insurance Expense	27,832	26,700	104%	25,923	107%	53,700	54,823
0	500	0%	(921)	0%	Member Relations	150	2,080	7%	1,106	14%	2,320	(216)
131	0	0%	0	0%	Messenger Service - Fedex	463	0	0%	73	633%	0	463
0	0	0%	0	0%	Miscellaneous	(9)	0	0%	20	-47%	0	(9)
0	0	0%	0	0%	O/S - Accounting	6,875	9,900	69%	9,690	71%	9,900	12,875
0	1,800	0%	1,747	0%	O/S - Other	0	3,800	0%	1,747	0%	10,150	9,990
548	400	137%	374	147%	Payroll Processing Fee	2,979	3,100	96%	2,914	102%	6,100	5,521
93	150	62%	120	78%	Postage/Shipping	509	725	70%	706	72%	1,475	1,320
30	0	0%	(30)	-100%	Tax/Licenses/Fees	430	0	0%	(170)	-253%	0	325
41	100	41%	77	54%	Travel - Meals	1,302	2,000	65%	2,069	63%	2,600	2,049
9	200	4%	95	9%	Travel - Other	2,291	2,260	101%	2,143	107%	8,010	5,660
0	0	0%	0	0%	Employee Meals	13	0	0%	0	0%	0	13
<u>29,118</u>	<u>55,142</u>	<u>53%</u>	<u>48,978</u>	<u>59%</u>	TOTAL OPERATING EXPENSES	<u>267,556</u>	<u>289,434</u>	<u>92%</u>	<u>269,198</u>	<u>99%</u>	<u>591,646</u>	<u>565,614</u>
<u>66,039</u>	<u>35,512</u>	<u>186%</u>	<u>50,223</u>	<u>131%</u>	EBITDA	<u>69,358</u>	<u>56,247</u>	<u>123%</u>	<u>116,768</u>	<u>59%</u>	<u>(50,690)</u>	<u>(63,168)</u>
<u>6,063</u>	<u>6,063</u>	<u>100%</u>	<u>5,944</u>	<u>102%</u>	Management Fee	<u>36,375</u>	<u>36,378</u>	<u>100%</u>	<u>35,662</u>	<u>102%</u>	<u>72,756</u>	<u>72,037</u>
<u>6,063</u>	<u>6,063</u>	<u>100%</u>	<u>5,944</u>	<u>102%</u>	Management Fees	<u>36,375</u>	<u>36,378</u>	<u>100%</u>	<u>35,662</u>	<u>102%</u>	<u>72,756</u>	<u>72,037</u>
<u>23</u>	<u>23</u>	<u>100%</u>	<u>23</u>	<u>100%</u>	Deprec - Mach & Equip	<u>139</u>	<u>139</u>	<u>100%</u>	<u>139</u>	<u>100%</u>	<u>277</u>	<u>277</u>
<u>72</u>	<u>72</u>	<u>100%</u>	<u>72</u>	<u>100%</u>	Deprec - Buildings	<u>434</u>	<u>434</u>	<u>100%</u>	<u>434</u>	<u>100%</u>	<u>869</u>	<u>869</u>
<u>96</u>	<u>96</u>	<u>100%</u>	<u>96</u>	<u>100%</u>	S/T DEPR. & AMORT	<u>573</u>	<u>573</u>	<u>100%</u>	<u>573</u>	<u>100%</u>	<u>1,146</u>	<u>1,146</u>
<u>59,881</u>	<u>29,353</u>	<u>204%</u>	<u>44,184</u>	<u>136%</u>	NET INCOME	<u>32,410</u>	<u>19,296</u>	<u>168%</u>	<u>80,532</u>	<u>40%</u>	<u>(124,593)</u>	<u>(136,352)</u>

The Golf Club at Cypress Head
Course & Grounds
For the Six Months Ending March 31, 2020

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												
88,261	85,370	103%	85,702	103%	Green Fees	393,260	408,777	96%	397,849	99%	703,655	661,236
4,150	4,285	97%	4,185	99%	City Surcharge R & R	19,226	19,322	100%	19,653	98%	37,149	34,967
92,431	89,655	103%	89,887	103%	Total Revenues	412,486	428,099	96%	417,502	99%	740,804	696,202
92,431	89,655	103%	89,887	103%	GROSS MARGIN	412,486	428,099	96%	417,502	99%	740,804	696,202
PAYROLL												
9,113	10,916	83%	7,560	121%	Gross Payroll - Salaried	57,633	65,496	88%	42,769	135%	130,992	110,772
16,963	16,446	103%	13,849	122%	Gross Payroll - Hourly	93,416	96,554	97%	77,668	120%	193,638	172,784
26,076	27,362	95%	21,409	122%	S/T Wages	151,049	162,050	93%	120,437	125%	324,630	283,557
1,861	2,093	89%	1,461	127%	Payroll Tax - FICA	10,792	12,397	87%	8,448	128%	24,834	20,079
224	275	81%	241	93%	Payroll Tax - UC	724	1,032	70%	677	107%	1,767	1,166
431	494	87%	324	133%	Payroll Tax - WC	2,765	2,811	98%	1,982	139%	5,747	5,082
1,473	2,560	58%	1,363	108%	Benefits	18,518	15,361	121%	14,369	129%	31,354	34,759
3,989	5,423	74%	3,389	118%	S/T Adders	32,799	31,601	104%	25,477	129%	63,702	61,085
30,064	32,785	92%	24,799	121%	TOTAL PAYROLL	183,847	193,650	95%	145,914	126%	388,332	344,642
OPERATING EXPENSES												
454	100	454%	104	435%	Chemicals	1,190	914	130%	920	129%	2,264	3,077
0	150	0%	123	0%	Course Accessories	763	1,490	51%	1,404	54%	2,640	1,834
2,972	3,000	99%	2,833	105%	Fertilizer	24,401	16,200	151%	15,598	156%	32,100	44,916
0	0	0%	0	0%	Flowers/Decor	0	500	0%	0	0%	1,000	0
1,187	1,000	119%	0	0%	Fuel	4,545	6,350	72%	5,034	90%	13,350	11,082
0	0	0%	0	0%	Fungicides	1,418	1,450	98%	200	709%	3,300	5,946
2,575	300	858%	296	869%	Herbicides	10,951	5,750	190%	5,381	204%	19,400	22,908
837	3,000	28%	2,775	30%	Insecticides	2,880	4,450	65%	3,428	84%	15,550	10,071
0	2,000	0%	1,742	0%	Sand/Topdress	1,058	4,000	26%	2,821	37%	13,200	10,629
800	500	160%	0	0%	Seeds/Trees	6,731	10,450	64%	7,895	85%	12,150	11,856
480	200	240%	242	198%	Small Tools	810	750	108%	333	243%	1,300	930
0	0	0%	0	0%	Staff/Volunteer Uniforms	0	400	0%	0	0%	950	0
829	1,000	83%	1,392	60%	Irrigation	4,224	3,200	132%	2,581	164%	7,900	8,548
1,536	1,500	102%	1,454	106%	Repair & Maint - Equipment	9,235	9,000	103%	7,683	120%	18,000	18,897
0	100	0%	0	0%	Repair & Maint - Building	1,358	600	226%	0	0%	1,200	1,364
2,101	5,356	39%	5,356	39%	Equipment Lease	25,291	32,134	79%	32,983	77%	64,268	52,070
173	200	86%	191	90%	Utilities - Electric	1,098	1,290	85%	1,256	87%	2,790	2,540
1,349	1,100	123%	1,146	118%	Utilities - Other	8,251	8,100	102%	7,851	105%	17,200	18,788
171	140	122%	0	0%	Utilities - Telephone/Fax	687	840	82%	558	123%	1,680	1,310
204	250	82%	275	74%	Utilities - Water	1,218	1,500	81%	1,376	89%	3,000	2,444
0	0	0%	0	0%	Education & Training	400	0	0%	0	0%	0	1,110
0	20	0%	0	0%	Employee Relations	0	120	0%	0	0%	240	80
29	30	97%	29	100%	Employee Testing	188	180	104%	116	162%	360	665
0	1,800	0%	1,747	0%	O/S - Other	0	3,800	0%	1,747	0%	10,150	9,990
0	0	0%	0	0%	Tax/Licenses/Fees	550	0	0%	0	0%	0	550
0	100	0%	95	0%	Travel - Other	268	220	122%	220	122%	470	1,144
15,698	21,846	72%	19,802	79%	TOTAL OPERATING EXPENSES	107,513	113,688	95%	99,384	108%	244,462	242,750
46,669	35,024	133%	45,287	103%	EBITDA	121,126	120,760	100%	172,204	70%	108,010	108,810
46,669	35,024	133%	45,287	103%	NET INCOME	121,126	120,760	100%	172,204	70%	108,010	108,810

The Golf Club at Cypress Head
Maintenance
For the Six Months Ending March 31, 2020

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%	OPERATING EXPENSES	0	0	0%	1,650	0%	0	(1,650)
0	0	0%	0	0%	Seeds/Trees	0	0	0%	1,650	0%	0	(1,650)
0	0	0%	0	0%	TOTAL OPERATING EXPENSES	0	0	0%	(1,650)	0%	0	1,650
0	0	0%	0	0%	EBITDA	0	0	0%	(1,650)	0%	0	1,650
0	0	0%	0	0%	NET INCOME	0	0	0%	(1,650)	0%	0	1,650

The Golf Club at Cypress Head
Carts
For the Six Months Ending March 31, 2020

MTD Actual	MTD Budget	% of Budget	MTD Prior Year	% of PY		YTD Actual	YTD Budget	% of Budget	YTD Prior Year	% of PY	Annual Budget	
54,665	54,267	101%	53,786	102%	REVENUES	250,312	254,071	99%	243,602	103%	477,197	434,275
54,665	54,267	101%	53,786	102%	Cart Fee	250,312	254,071	99%	243,602	103%	477,197	434,275
54,665	54,267	101%	53,786	102%	Total Revenues	250,312	254,071	99%	243,602	103%	477,197	434,275
					GROSS MARGIN	250,312	254,071	99%	243,602	103%	477,197	434,275
7,500	7,287	103%	7,607	99%	PAYROLL	39,235	39,108	100%	40,902	96%	79,032	79,574
7,500	7,287	103%	7,607	99%	Gross Payroll - Hourly	39,235	39,108	100%	40,902	96%	79,032	79,574
611	557	110%	612	100%	S/T Wages	3,123	2,992	104%	3,231	97%	6,046	6,407
104	91	114%	129	81%	Payroll Tax - FICA	356	456	78%	417	85%	940	854
122	132	93%	117	105%	Payroll Tax - UC	719	679	106%	695	103%	1,400	1,442
(6)	7	-86%	(13)	46%	Payroll Tax - WC	42	40	106%	13	326%	80	108
831	787	106%	844	98%	Benefits	4,240	4,167	102%	4,356	97%	8,465	8,811
8,331	8,075	103%	8,451	99%	S/T Adders	43,475	43,275	100%	45,258	96%	87,497	88,385
					TOTAL PAYROLL							
56	200	28%	0	0%	OPERATING EXPENSES	497	900	55%	497	100%	1,600	1,164
0	0	0%	0	0%	Cart Supplies	0	0	0%	0	0%	0	17
0	100	0%	0	0%	Supplies	32	300	11%	141	23%	600	139
(7,125)	6,225	-114%	6,225	-114%	Cart Repairs	25,098	37,347	67%	36,498	69%	74,694	62,445
977	1,000	98%	1,013	96%	Cart Lease	5,749	5,600	103%	5,563	103%	11,100	11,453
(6,091)	7,525	-81%	7,238	-84%	Utilities - Electric	31,376	44,147	71%	42,698	73%	87,994	75,219
52,425	38,668	136%	38,097	138%	TOTAL OPERATING EXPENSES	175,461	166,649	105%	155,646	113%	301,706	270,671
52,425	38,668	136%	38,097	138%	EBITDA	175,461	166,649	105%	155,646	113%	301,706	270,671
					NET INCOME	175,461	166,649	105%	155,646	113%	301,706	270,671

The Golf Club at Cypress Head
Range
For the Six Months Ending March 31, 2020

MTD Actual	MTD Budget	% of Budget	MTD Prior Year	% of PY		YTD Actual	YTD Budget	% of Budget	YTD Prior Year	% of PY	Annual Budget	
4,055	4,000	101%	3,814	106%	REVENUES							
4,055	4,000	101%	3,814	106%	Range	20,111	18,900	106%	18,070	111%	40,400	35,834
4,055	4,000	101%	3,814	106%	Total Revenues	20,111	18,900	106%	18,070	111%	40,400	35,834
4,055	4,000	101%	3,814	106%	GROSS MARGIN	20,111	18,900	106%	18,070	111%	40,400	35,834
					OPERATING EXPENSES							
0	0	0%	0	0%	Range Balls	1,325	1,400	95%	1,325	100%	2,800	2,650
1,304	200	652%	102	1275%	Range Equipment	2,101	1,100	191%	1,446	145%	1,600	3,077
0	0	0%	0	0%	Range Expenses	391	0	0%	0	0%	0	391
0	0	0%	0	0%	Repair & Maint - Equipment	30	100	30%	21	143%	400	30
1,304	200	652%	102	1275%	TOTAL OPERATING EXPENSES	3,847	2,600	148%	2,792	138%	4,800	6,148
2,751	3,800	72%	3,711	74%	EBITDA	16,264	16,300	100%	15,277	106%	35,600	29,686
2,751	3,800	72%	3,711	74%	NET INCOME	16,264	16,300	100%	15,277	106%	35,600	29,686

The Golf Club at Cypress Head
Golf Shop
For the Six Months Ending March 31, 2020

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												
100	3,200	3%	3,195	3%	Handicap Fee	4,134	4,140	100%	4,085	101%	4,360	4,457
1,055	350	301%	320	330%	Lessons	4,728	2,650	178%	2,515	188%	5,650	11,629
360	340	106%	340	106%	Rental Clubs	1,760	1,510	117%	1,510	117%	3,280	3,500
13,457	9,500	142%	9,508	142%	Retail	42,362	35,450	119%	35,434	120%	68,150	73,836
14,972	13,390	112%	13,363	112%	Total Revenues	52,984	43,750	121%	43,544	122%	81,440	93,421
COST OF GOODS SOLD												
7,759	6,080	128%	7,160	108%	COGS - Merchandise	25,837	22,688	114%	23,120	112%	43,616	43,723
7,759	6,080	128%	7,160	108%	Total COGS	25,837	22,688	114%	23,120	112%	43,616	43,723
7,213	7,310	99%	6,203	116%	GROSS MARGIN	27,147	21,062	129%	20,424	133%	37,824	49,698
57.66%	64.00%	90.09%	75.31%	76.56%	COGS - Merchandise %	60.99%	64.00%	95.30%	65.25%	93.47%	64.00%	697.62%
PAYROLL												
5,500	4,216	130%	4,666	118%	Gross Payroll - Hourly	29,865	24,752	121%	24,676	121%	49,640	57,915
5,500	4,216	130%	4,666	118%	S/T Wages	29,865	24,752	121%	24,676	121%	49,640	57,915
414	323	128%	369	112%	Payroll Tax - FICA	2,257	1,894	119%	1,919	118%	3,797	4,474
70	53	134%	78	91%	Payroll Tax - UC	236	258	92%	160	148%	530	454
89	76	117%	78	114%	Payroll Tax - WC	549	429	128%	431	127%	879	1,019
369	0	0%	0	0%	Benefits	2,210	0	0%	0	0%	0	2,210
942	451	209%	524	180%	S/T Adders	5,253	2,581	204%	2,510	209%	5,206	8,157
6,442	4,667	138%	5,190	124%	TOTAL PAYROLL	35,119	27,333	128%	27,186	129%	54,846	66,072
OPERATING EXPENSES												
56	0	0%	20	283%	Office Supplies	834	150	556%	200	417%	300	1,102
0	0	0%	0	0%	Supplies	1,495	700	214%	680	220%	1,000	2,336
236	50	472%	0	0%	Tournament Expense	212	300	71%	48	442%	600	1,000
0	4,000	0%	3,731	0%	Handicap Expense	3,952	4,150	95%	3,881	102%	4,375	4,394
0	0	0%	0	0%	Lesson Expense	0	0	0%	0	0%	150	49
0	0	0%	0	0%	Repair & Maint - Building	536	250	214%	230	233%	250	624
0	0	0%	0	0%	Cash Short/(Over)	(1)	0	0%	0	0%	0	(1)
292	4,050	7%	3,751	8%	TOTAL OPERATING EXPENSES	7,028	5,550	127%	5,038	140%	6,675	9,504
479	(1,407)	-34%	(2,738)	-18%	EBITDA	(14,999)	(11,821)	127%	(11,800)	127%	(23,697)	(25,878)
479	(1,407)	-34%	(2,738)	-18%	NET INCOME	(14,999)	(11,821)	127%	(11,800)	127%	(23,697)	(25,878)

The Golf Club at Cypress Head
G & A
For the Six Months Ending March 31, 2020

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	288	475	61%	472	61%	475	1,037
0	0	0%	0	0%	Total Revenues	288	475	61%	472	61%	475	1,037
0	0	0%	0	0%	GROSS MARGIN	288	475	61%	472	61%	475	1,037
PAYROLL												
10,392	10,043	103%	8,493	122%	Gross Payroll - Salaried	61,035	60,260	101%	48,292	126%	120,520	116,772
883	1,063	83%	819	108%	Gross Payroll - Hourly	4,575	6,240	73%	4,890	94%	12,514	9,084
11,275	11,106	102%	9,312	121%	S/T Wages	65,610	66,500	99%	53,182	123%	133,034	125,856
726	850	85%	587	124%	Payroll Tax - FICA	4,426	5,087	87%	3,564	124%	10,177	8,484
11	63	17%	15	74%	Payroll Tax - UC	259	323	80%	126	205%	389	308
186	201	93%	142	131%	Payroll Tax - WC	1,210	1,153	105%	926	131%	2,355	2,328
1,471	2,192	67%	1,353	109%	Benefits	13,362	13,153	102%	12,110	110%	26,823	25,468
2,394	3,306	72%	2,096	114%	S/T Adders	19,256	19,717	98%	16,726	115%	39,745	36,588
13,669	14,412	95%	11,408	120%	TOTAL PAYROLL	84,866	86,217	98%	69,908	121%	172,779	162,444
OPERATING EXPENSES												
520	999	52%	996	52%	Janitorial Supplies	2,295	3,269	70%	3,482	66%	6,040	4,844
0	0	0%	0	0%	Laundry/Uniforms	1,855	500	371%	492	377%	1,600	2,188
157	350	45%	403	39%	Office Supplies	2,632	1,850	142%	1,806	146%	3,950	4,500
223	250	89%	262	85%	Alarm System	1,637	1,500	109%	1,928	85%	3,000	4,133
218	250	87%	0	0%	Computer Service	486	1,500	32%	0	0%	6,500	1,139
812	825	98%	812	100%	Contract Cleaning	4,957	4,950	100%	4,872	102%	9,900	9,829
0	0	0%	81	0%	Guest Relations	0	0	0%	135	0%	0	0
265	100	265%	0	0%	Repair & Maint - Equipment	1,394	1,300	107%	1,065	131%	2,300	1,806
163	350	47%	368	44%	Repair & Maint - Building	2,032	1,950	104%	1,654	123%	3,900	6,934
0	0	0%	0	0%	Equipment Lease	0	0	0%	0	0%	0	5,356
176	188	94%	176	100%	Off-Site Storage	1,056	1,128	94%	1,056	100%	2,256	2,112
1,163	2,000	58%	1,782	65%	Utilities - Other	9,953	12,000	83%	11,373	88%	24,600	22,446
161	300	54%	290	56%	Utilities - Telephone/Fax	1,122	1,200	94%	1,190	94%	2,400	2,049
344	300	115%	288	119%	Bank Charges	2,239	1,800	124%	3,699	61%	3,600	4,023
(169)	0	0%	(59)	286%	Cash Short/(Over)	(343)	0	0%	(297)	116%	0	(714)
200	250	80%	200	100%	Cell Phone	1,200	1,500	80%	1,100	109%	3,900	2,400
4,150	4,285	97%	4,185	99%	City Surcharge R & R	19,226	19,322	100%	19,653	98%	37,149	34,967
2,850	3,000	95%	2,618	109%	Credit Card Discounts	14,095	14,100	100%	12,301	115%	28,100	24,564
(40)	0	0%	0	0%	Donations	(115)	0	0%	(135)	85%	0	457
0	0	0%	0	0%	Dues & Subscriptions	355	360	99%	358	99%	1,060	911
0	0	0%	0	0%	Education & Training	1,000	0	0%	0	0%	0	1,000
0	75	0%	(803)	0%	Employee Relations	658	1,125	58%	(248)	-266%	1,575	(279)
4,639	4,450	104%	4,320	107%	Insurance Expense	27,832	26,700	104%	25,923	107%	53,700	54,823
0	500	0%	(921)	0%	Member Relations	150	2,080	7%	1,106	14%	2,320	(216)
131	0	0%	0	0%	Messenger Service - Fedex	463	0	0%	73	633%	0	463
0	0	0%	0	0%	Miscellaneous	(9)	0	0%	20	-47%	0	(9)
0	0	0%	0	0%	O/S - Accounting	6,875	9,900	69%	9,690	71%	9,900	12,875
548	400	137%	374	147%	Payroll Processing Fee	2,979	3,100	96%	2,914	102%	6,100	5,521
93	150	62%	120	78%	Postage/Shipping	509	725	70%	706	72%	1,475	1,320
30	0	0%	(30)	-100%	Tax/Licenses/Fees	(120)	0	0%	(170)	71%	0	(225)
41	100	41%	77	54%	Travel - Meals	1,302	2,000	65%	2,069	63%	2,600	2,049
9	100	9%	0	0%	Travel - Other	2,023	1,900	106%	1,785	113%	7,400	4,515
0	0	0%	0	0%	Employee Meals	13	0	0%	0	0%	0	13
16,683	19,222	87%	15,541	107%	TOTAL OPERATING EXPENSES	109,752	115,759	95%	109,598	100%	224,425	215,794
(30,352)	(33,634)	90%	(26,949)	113%	EBITDA	(194,330)	(201,501)	96%	(179,034)	109%	(396,729)	(377,202)
6,063	6,063	100%	5,944	102%	Management Fee	36,375	36,378	100%	35,662	102%	72,756	72,037
6,063	6,063	100%	5,944	102%	Management Fees	36,375	36,378	100%	35,662	102%	72,756	72,037
23	23	100%	23	100%	Deprec - Mach & Equip	139	139	100%	139	100%	277	277
72	72	100%	72	100%	Deprec - Buildings	434	434	100%	434	100%	869	869
96	96	100%	96	100%	S/T DEPR. & AMORT	573	573	100%	573	100%	1,146	1,146
(36,510)	(39,792)	92%	(32,989)	111%	NET INCOME	(231,279)	(238,452)	97%	(215,269)	107%	(470,631)	(450,385)

The Golf Club at Cypress Head
Marketing
For the Six Months Ending March 31, 2020

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												
4,019	3,752	107%	3,999	101%	Gross Payroll - Salaried	21,102	21,312	99%	21,088	100%	42,024	43,239
4,019	3,752	107%	3,999	101%	S/T Wages	21,102	21,312	99%	21,088	100%	42,024	43,239
280	287	98%	281	100%	Payroll Tax - FICA	1,496	1,630	92%	1,504	99%	3,215	3,054
14	32	43%	12	113%	Payroll Tax - UC	70	133	52%	85	82%	186	70
69	68	102%	62	112%	Payroll Tax - WC	398	370	108%	363	110%	744	779
319	501	64%	286	111%	Benefits	3,058	3,004	102%	2,798	109%	6,123	5,916
681	888	77%	641	106%	S/T Adders	5,021	5,138	98%	4,750	106%	10,267	9,818
4,701	4,640	101%	4,640	101%	TOTAL PAYROLL	26,123	26,450	99%	25,838	101%	52,291	53,058
OPERATING EXPENSES												
1,232	2,300	54%	2,545	48%	Advertising & Promotion	8,040	7,550	106%	7,899	102%	23,150	17,849
0	0	0%	0	0%	Travel - Other	0	140	0%	138	0%	140	0
1,232	2,300	54%	2,545	48%	TOTAL OPERATING EXPENSES	8,040	7,690	105%	8,037	100%	23,290	17,849
(5,933)	(6,940)	85%	(7,185)	83%	EBITDA	(34,163)	(34,140)	100%	(33,875)	101%	(75,581)	(70,906)
(5,933)	(6,940)	85%	(7,185)	83%	NET INCOME	(34,163)	(34,140)	100%	(33,875)	101%	(75,581)	(70,906)

The Golf Club at Cypress Head
For the Six Months Ending March 31, 2020

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												
142,946	139,637	102%	139,488	102%	Green Fees & Cart Fees	643,572	662,848	97%	641,451	100%	1,180,853	1,095,511
13,457	9,500	142%	9,508	142%	Merchandise	42,362	35,450	119%	35,434	120%	68,150	73,836
1,515	3,890	39%	3,855	32%	Other Pro Shop	10,622	8,300	128%	8,110	131%	13,290	19,586
4,055	4,000	101%	3,814	106%	Range	20,111	18,900	106%	18,070	111%	40,400	35,834
4,150	4,285	97%	4,185	99%	Other Operating Revenues	19,226	19,322	100%	19,653	98%	37,149	34,967
0	0	0%	0	0%	Other G&A Income	288	475	61%	472	61%	475	1,037
166,123	161,312	103%	160,850	103%	TOTAL REVENUE	736,180	745,295	99%	723,189	102%	1,340,317	1,260,769
COST OF SALES												
7,759	6,080	128%	7,160	108%	Merchandise	25,837	22,688	114%	23,120	112%	43,616	43,723
7,759	6,080	128%	7,160	108%	TOTAL COGS	25,837	22,688	114%	23,120	112%	43,616	43,723
57.7%	64.0%	90.1%	75.3%	76.6%	COGS - Merchandise %	61.0%	64.0%	95.3%	65.2%	93.5%	64.0%	697.6%
PAYROLL												
30,064	32,785	92%	24,799	121%	Course and Grounds	183,847	193,650	95%	145,914	126%	388,332	344,642
8,331	8,075	103%	8,451	99%	Carts, Range, Starters, Etc.	43,475	43,275	100%	45,258	96%	87,497	88,385
6,442	4,667	138%	5,190	124%	Pro Shop	35,119	27,333	128%	27,186	129%	54,846	66,072
13,669	14,412	95%	11,408	120%	General and Administrative	84,866	86,217	98%	69,908	121%	172,779	162,444
4,701	4,640	101%	4,640	101%	Marketing	26,123	26,450	99%	25,838	101%	52,291	53,058
63,207	64,578	98%	54,488	116%	TOTAL PAYROLL	373,430	376,925	99%	314,103	119%	755,745	714,600
OPERATING EXPENSES												
15,698	21,846	72%	19,802	79%	Course and Grounds	107,513	113,688	95%	101,034	106%	244,462	241,100
(4,787)	7,725	-62%	7,340	-65%	Carts, Range, Starters, Etc.	35,223	46,747	75%	45,490	77%	92,794	81,367
292	4,050	7%	3,751	8%	Pro Shop	7,028	5,550	127%	5,038	140%	6,675	9,504
16,683	19,222	87%	15,541	107%	General and Administrative	109,752	115,759	95%	109,598	100%	224,425	215,794
1,232	2,300	54%	2,545	48%	Marketing	8,040	7,690	105%	8,037	100%	23,290	17,849
29,118	55,142	53%	48,978	59%	TOTAL OPERATING EXPENSES	267,556	289,434	92%	269,198	99%	591,646	565,614
100,084	125,800	80%	110,627	90%	TOTAL EXPENSES	666,822	689,047	97%	606,422	110%	1,391,007	1,323,937
66,039	35,512	186%	50,223	131%	EBITDA	69,358	56,247	123%	116,768	59%	(50,690)	(63,168)

The Golf Club at Cypress Head
For the Six Months Ending March 31, 2020

MTD Actual	MTD Budget	% of Budget	MTD Prior Year	% of PY		YTD Actual	YTD Budget	% of Budget	YTD Prior Year	% of PY	Annual Budget	
66,039	35,512	186%	50,223	131%	EBITDA	69,358	56,247	123%	116,768	59%	(50,690)	(63,168)
(6,063)	(6,063)	100%	(5,944)	102%	MANAGEMENT FEES	(36,375)	(36,378)	100%	(35,662)	102%	(72,756)	(72,037)
(96)	(96)	100%	(96)	100%	OTHER INCOME (EXPENSE)	(573)	(573)	100%	(573)	100%	(1,146)	(1,146)
(96)	(96)	100%	(96)	100%	Depreciation & Amortization	(573)	(573)	100%	(573)	100%	(1,146)	(1,146)
59,881	29,353	204%	44,184	136%	TOTAL OTHER INCOME (EXPENSE)	(573)	(573)	100%	(573)	100%	(1,146)	(1,146)
					NET INCOME	32,410	19,296	168%	80,532	40%	(124,593)	(136,352)
4,536	4,478	101%	4,350	104%	Paid Rounds	20,426	20,549	99%	20,004	102%	38,181	37,080
414	495	84%	495	84%	Annual Pass Rounds	2,122	2,641	80%	2,647	80%	5,379	3,997
258	178	145%	238	108%	Other Rounds	1,354	995	136%	1,335	101%	1,970	2,753
5,208	5,151	101%	5,083	102%	Total Rounds	23,902	24,185	99%	23,986	100%	45,530	43,830
37	36	102%	37	99%	Revenue/Paid Rounds	36	36	99%	36	100%	35	403
32	31	102%	32	101%	Revenue/Total Rounds	31	31	100%	30	102%	29	340

For the Month Ending March 31, 2020

	03/31/19	04/30/19	05/31/19	06/30/19	07/31/19	08/31/19	09/30/19	10/31/19	11/30/19	12/31/19	01/31/20	02/29/20	03/31/20	YTD2019
REVENUES														
Green Fees & Cart Fees	139,488.01	109,846.81	85,219.17	68,070.99	70,216.83	58,039.40	60,545.81	72,431.64	92,661.78	79,780.14	122,952.68	132,798.87	142,946.39	275,745.26
Merchandise	9,508.42	7,800.96	5,757.79	4,395.18	5,657.81	4,492.23	3,269.35	3,875.54	7,183.91	5,641.72	4,972.57	7,431.51	10,886.46	20,886.46
Other Pro Shop	3,855.00	1,625.00	630.00	2,119.00	1,000.00	2,275.50	814.00	698.00	1,019.00	606.00	2,385.00	4,399.00	1,456.00	5,914.00
	3,813.58	1,600.58	600.00	2,140.24	1,000.00	2,244.00	814.00	698.00	1,019.00	606.00	2,385.00	4,399.00	1,456.00	5,914.00
Other Operating Revenues	4,184.88	3,627.46	2,931.39	2,523.43	2,524.37	2,126.75	2,006.90	2,498.99	2,943.14	2,451.52	3,595.03	3,587.98	4,149.63	7,737.61
G&A Income	0.00	0.00	0.00	0.00	0.00	749.11	0.00	0.00	96.95	190.56	0.00	0.00	0.00	0.00
TOTAL REVENUE	160,849.89	127,001.81	97,941.15	79,293.16	82,339.25	69,465.23	68,548.02	81,621.99	106,766.14	91,142.36	138,306.36	152,220.82	166,122.73	318,343.55
COST OF SALES														
Merchandise	7,160.34	5,853.06	1,640.10	2,552.38	3,551.80	2,728.68	1,560.46	2,423.05	4,846.16	3,246.82	2,505.91	5,056.11	7,758.69	12,814.80
TOTAL COGS	7,160.34	5,853.06	1,640.10	2,552.38	3,551.80	2,728.68	1,560.46	2,423.05	4,846.16	3,246.82	2,505.91	5,056.11	7,758.69	12,814.80
COGS - Merchandise %	75.3%	74.1%	28.5%	58.1%	62.8%	60.7%	47.7%	62.5%	67.5%	59.7%	50.4%	68.0%	57.7%	125.7%
PAYROLL														
Course and Grounds	24,798.67	24,919.14	26,352.68	22,638.86	26,225.27	32,073.24	28,585.41	34,432.83	31,684.92	28,920.39	30,732.19	28,012.60	30,064.37	58,076.97
Carts, Range, Starters, Etc.	8,451.33	8,415.33	7,923.64	7,116.46	7,873.58	7,106.65	6,474.49	7,080.97	7,245.10	6,303.66	7,409.86	7,103.97	8,331.27	15,435.24
Pro Shop	5,189.91	5,191.79	4,309.17	5,905.43	6,163.57	5,463.76	3,919.37	5,234.48	6,128.16	5,241.16	6,211.03	5,861.95	6,441.79	12,303.74
General and Administrative	11,408.37	11,608.34	12,374.74	11,284.86	14,077.34	15,084.13	13,148.39	14,906.51	14,011.14	14,226.43	14,428.23	13,624.83	17,258.62	29,262.62
Marketing	4,639.66	5,075.36	4,784.31	4,383.59	4,252.47	4,555.79	3,882.89	4,239.45	4,320.14	4,712.79	4,343.12	3,807.02	4,700.57	8,507.59
TOTAL PAYROLL	54,487.94	55,209.96	55,744.55	51,329.20	58,592.23	64,283.57	56,010.55	65,894.24	63,389.46	59,404.43	63,124.43	58,410.37	63,206.79	121,617.16
OPERATING EXPENSES														
Course and Grounds	19,801.57	20,861.61	25,660.67	17,143.70	12,493.27	22,823.18	34,604.16	22,181.10	10,945.55	13,883.27	17,669.77	27,135.78	15,997.76	42,833.54
Carts, Range, Starters, Etc.	7,339.77	8,921.72	7,590.14	7,259.72	7,560.97	7,158.96	7,643.70	8,635.77	7,497.66	7,507.80	7,531.09	8,638.06	14,677.42	3,850.64
Pro Shop	3,750.87	19.65	300.00	322.36	1,111.35	322.36	490.50	3	475.07	410.62	484.56	292.15	5,133.71	
General and Administrative	15,541.08	17,108.08	15,296.58	15,896.47	17,901.85	16,535.39	23,304.31	17,344.06	21,043.15	15,795.57	20,485.16	18,400.45	16,683.36	35,083.81
Marketing	2,545.13	1,449.57	1,807.62	3,043.96	794.01	(331.71)	3,040.38	2,810.14	199.13	1,133.72	1,248.32	1,232.34	2,480.66	
TOTAL OPERATING EXPENSES	48,978.42	48,360.63	50,664.01	43,671.61	39,861.40	46,676.32	68,824.46	52,090.56	40,160.56	39,022.26	46,900.21	60,264.17	29,118.19	89,382.36
TOTAL EXPENSES	110,626.70	109,423.65	108,048.66	97,553.19	102,005.43	113,688.57	126,395.47	120,407.85	108,396.18	101,673.51	112,530.55	123,730.65	100,083.67	223,814.32
EBITDA	50,223.19	17,578.16	(10,107.51)	(18,260.03)	(19,666.18)	(44,223.34)	(57,847.45)	(38,785.86)	(1,630.04)	(10,531.15)	25,775.81	28,849.17	66,039.06	94,529.23

For the Month Ending March 31, 2020

[illegible]

The Golf Club at Cypress Head
General Ledger

Ranges: From: To: 3/31/2020

Date: 3/1/2020

Account: First

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	\$134,584.16	\$170,474.56	\$127,040.81	\$43,433.75	\$178,017.91
	10050-5950-900	Cash - Course Payroll BMO	\$31,888.55	\$73,544.00	\$74,103.41	(\$559.41)	\$31,329.14
	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	\$3,979.26	\$8,922.52	\$10,555.75	(\$1,633.23)	\$2,346.03
	12000-5950-900	Inventory - Merchandise	\$30,298.67	\$9,870.75	\$8,689.84	\$1,180.91	\$31,479.58
	13020-5950-900	Prepaid Insurance	\$8,569.85	\$9,396.00	\$4,638.70	\$4,757.30	\$13,327.15
	13040-5950-900	Prepaid Exp - Other	\$15,840.44	\$6,062.53	\$2,820.18	\$3,242.35	\$19,082.79
	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	(\$4,000.22)	\$0.00	\$23.12	(\$23.12)	(\$4,023.34)
	22080-5950-900	Accum. Deprec - Buildings	(\$24,153.00)	\$0.00	\$72.41	(\$72.41)	(\$24,225.41)
	30000-5950-900	Accts Pay - Trade	(\$68,506.53)	\$126,120.63	\$117,899.87	\$8,220.76	(\$60,285.77)
	30040-5950-900	Accts Pay - Other	(\$5,881.14)	\$38,245.36	\$33,758.78	\$4,486.58	(\$1,394.56)
	31000-5950-900	Accrued Expenses	(\$1,510.00)	\$3,020.00	\$2,410.00	\$610.00	(\$900.00)
	31020-5950-900	Accrued Payroll	(\$33,206.35)	\$52,757.77	\$57,638.49	(\$4,880.72)	(\$38,087.07)
	31080-5950-900	Accrued Tips Payable	(\$267.00)	\$686.00	\$429.00	\$257.00	(\$10.00)
	31220-5950-900	Accrued Sales Tax	(\$9,086.34)	\$0.00	\$17,714.56	(\$17,714.56)	(\$26,800.90)
	31400-5950-900	Accrued City Surcharge	\$0.00	\$4,149.63	\$4,149.63	\$0.00	\$0.00
	32000-5950-900	Deferred Rev - Rainchecks	(\$1,870.51)	\$2,869.07	\$2,670.06	\$199.01	(\$1,671.50)
	32020-5950-900	Deferred Rev - Outing Deposits	(\$7,013.61)	\$3,043.26	\$225.00	\$2,818.26	(\$4,195.35)
	32040-5950-900	Deferred Rev - Legacy GF Passes	(\$24,367.13)	\$3,481.03	\$0.00	\$3,481.03	(\$20,886.10)
	32050-5950-900	Deferred Revenue - Cypress GF Passes	(\$15,897.10)	\$2,271.02	\$0.00	\$2,271.02	(\$13,626.08)
	32070-5950-900	Deferred Rev - Gift Cards	(\$25,251.78)	\$1,922.98	\$441.00	\$1,481.98	(\$23,769.80)
	32100-5950-900	Deferred Rev - Credit Books	(\$14,276.01)	\$1,838.71	\$620.58	\$1,218.13	(\$13,057.88)
	32120-5950-900	Deferred Rev - Trail Fee Pass	(\$54,057.09)	\$7,843.87	\$850.00	\$6,993.87	(\$47,063.22)
	32220-5950-900	Deferred Rev - Founders Pass	(\$787.50)	\$112.50	\$0.00	\$112.50	(\$675.00)
	49020-5950-900	Retained Earnings - Current	\$1.07	\$0.00	\$0.00	\$0.00	\$1.07
	50000-5950-100	Green Fees - Annual Pass	(\$29,478.70)	\$0.00	\$5,864.55	(\$5,864.55)	(\$35,343.25)
	50040-5950-100	Green Fees - Member	(\$260,423.47)	\$2,263.06	\$80,530.01	(\$78,266.95)	(\$338,690.42)
	50070-5950-100	Green Fees - (surcharge)	(\$15,076.66)	\$4,149.63	\$8,299.26	(\$4,149.63)	(\$19,226.29)
	50500-5950-200	Cart Fee 18	(\$158,367.78)	\$0.00	\$46,821.39	(\$46,821.39)	(\$205,189.17)
	50520-5950-200	Cart Fee - Annual Trail	(\$37,278.50)	\$0.00	\$7,843.87	(\$7,843.87)	(\$45,122.37)
	52090-5950-600	Handicap Fee	(\$4,034.00)	\$0.00	\$100.00	(\$100.00)	(\$4,134.00)
	52150-5950-600	Lessons	(\$3,673.00)	\$0.00	\$1,055.00	(\$1,055.00)	(\$4,728.00)
	52280-5950-600	Rental Clubs	(\$1,400.00)	\$0.00	\$360.00	(\$360.00)	(\$1,760.00)
	52310-5950-600	Retail	(\$28,905.25)	\$0.00	\$13,456.95	(\$13,456.95)	(\$42,362.20)
	53050-5950-220	Range Pass Revenue	(\$16,056.14)	\$0.00	\$4,054.76	(\$4,054.76)	(\$20,110.90)
	56120-5950-100	City Surcharge R & R	(\$15,076.66)	\$0.00	\$4,149.63	(\$4,149.63)	(\$19,226.29)
	59010-5950-900	Miscellaneous G&A	(\$287.51)	\$0.00	\$0.00	\$0.00	(\$287.51)
	60000-5950-600	COGS - Merchandise - Accessories	\$18,078.05	\$7,758.69	\$0.00	\$7,758.69	\$25,836.74
	70000-5950-100	Gross Payroll - Salaried	\$48,519.90	\$17,682.36	\$8,569.71	\$9,112.65	\$57,632.55
	70000-5950-900	Gross Payroll - Salaried	\$50,643.03	\$20,135.00	\$9,742.94	\$10,392.06	\$61,035.09
	70000-5950-950	Gross Payroll - Salaried	\$17,082.53	\$7,048.14	\$3,029.06	\$4,019.08	\$21,101.61
	70010-5950-100	Gross Payroll - Hourly	\$76,452.94	\$33,126.41	\$16,163.34	\$16,963.07	\$93,416.01
	70010-5950-200	Gross Payroll - Hourly	\$31,734.56	\$14,177.67	\$6,677.63	\$7,500.04	\$39,234.60
	70010-5950-600	Gross Payroll - Hourly	\$24,365.47	\$9,762.97	\$4,263.27	\$5,499.70	\$29,865.17
	70010-5950-900	Gross Payroll - Hourly	\$3,692.16	\$1,613.76	\$730.61	\$883.15	\$4,575.31
	71000-5950-100	Payroll Tax - FICA	\$8,931.35	\$3,571.65	\$1,710.53	\$1,861.12	\$10,792.47
	71000-5950-200	Payroll Tax - FICA	\$2,511.67	\$1,125.03	\$513.88	\$611.15	\$3,122.82
	71000-5950-600	Payroll Tax - FICA	\$1,843.51	\$758.65	\$344.79	\$413.86	\$2,257.37
	71000-5950-900	Payroll Tax - FICA	\$3,700.06	\$1,532.12	\$806.54	\$725.58	\$4,425.64
	71000-5950-950	Payroll Tax - FICA	\$1,215.49	\$485.53	\$205.47	\$280.06	\$1,495.55
	71010-5950-100	Payroll Tax - UC	\$500.10	\$223.85	\$0.00	\$223.85	\$723.95
	71010-5950-200	Payroll Tax - UC	\$252.28	\$104.08	\$0.00	\$104.08	\$356.36
	71010-5950-600	Payroll Tax - UC	\$165.93	\$70.41	\$0.00	\$70.41	\$236.34
	71010-5950-900	Payroll Tax - UC	\$247.88	\$10.77	\$0.00	\$10.77	\$258.65

TRIAL BALANCE SUMMARY FOR 2019

The Golf Club at Cypress Head

Inactive	Account	Description	Beginning Balance	Debit	Credit	Net Change	Ending Balance
	71010-5950-950	Payroll Tax - UC	\$56.20	\$13.80	\$0.00	\$13.80	\$70.00
	71020-5950-100	Payroll Tax - WC	\$2,334.07	\$430.58	\$0.00	\$430.58	\$2,764.65
	71020-5950-200	Payroll Tax - WC	\$596.56	\$122.07	\$0.00	\$122.07	\$718.63
	71020-5950-600	Payroll Tax - WC	\$460.41	\$88.96	\$0.00	\$88.96	\$549.37
	71020-5950-900	Payroll Tax - WC	\$1,023.53	\$186.14	\$0.00	\$186.14	\$1,209.67
	71020-5950-950	Payroll Tax - WC	\$329.10	\$68.97	\$0.00	\$68.97	\$398.07
	71030-5950-100	Benefits	\$17,044.57	\$3,684.57	\$2,211.47	\$1,473.10	\$18,517.67
	71030-5950-200	Benefits	\$48.49	\$33.74	\$39.81	(\$6.07)	\$42.42
	71030-5950-600	Benefits	\$1,841.46	\$655.60	\$286.74	\$368.86	\$2,210.32
	71030-5950-900	Benefits	\$11,890.48	\$3,656.62	\$2,185.53	\$1,471.09	\$13,361.57
	71030-5950-950	Benefits	\$2,739.20	\$934.90	\$616.24	\$318.66	\$3,057.86
	80110-5950-200	Cart Supplies	\$440.69	\$55.88	\$0.00	\$55.88	\$496.57
	80120-5950-100	Chemicals	\$735.98	\$454.00	\$0.00	\$454.00	\$1,189.98
	80170-5950-100	Course Accessories	\$763.31	\$0.00	\$0.00	\$0.00	\$763.31
	80230-5950-100	Fertilizer	\$21,428.91	\$2,971.76	\$0.00	\$2,971.76	\$24,400.67
	80270-5950-100	Fuel	\$3,357.35	\$1,187.49	\$0.00	\$1,187.49	\$4,544.84
	80280-5950-100	Fungicides	\$1,417.53	\$0.00	\$0.00	\$0.00	\$1,417.53
	80320-5950-100	Herbicides	\$8,375.46	\$2,575.18	\$0.00	\$2,575.18	\$10,950.64
	80370-5950-100	Insecticides	\$2,042.30	\$837.21	\$0.00	\$837.21	\$2,879.51
	80380-5950-900	Janitorial Supplies	\$1,775.22	\$519.57	\$0.00	\$519.57	\$2,294.79
	80420-5950-900	Laundry/Uniforms	\$1,854.69	\$0.00	\$0.00	\$0.00	\$1,854.69
	80520-5950-600	Office Supplies	\$777.60	\$56.28	\$0.00	\$56.28	\$833.88
	80520-5950-900	Office Supplies	\$2,474.67	\$156.93	\$0.00	\$156.93	\$2,631.60
	80610-5950-220	Range Balls	\$1,325.00	\$0.00	\$0.00	\$0.00	\$1,325.00
	80620-5950-220	Range Equipment	\$797.07	\$1,304.00	\$0.00	\$1,304.00	\$2,101.07
	80630-5950-220	Range Expenses	\$391.42	\$0.00	\$0.00	\$0.00	\$391.42
	80690-5950-100	Sand/Topdress	\$1,057.68	\$0.00	\$0.00	\$0.00	\$1,057.68
	80710-5950-100	Seeds/Trees	\$5,931.25	\$800.00	\$0.00	\$800.00	\$6,731.25
	80730-5950-100	Small Tools	\$329.84	\$479.96	\$0.00	\$479.96	\$809.80
	80780-5950-600	Supplies	\$1,494.88	\$0.00	\$0.00	\$0.00	\$1,494.88
	80810-5950-600	Tournament Expense	(\$23.46)	\$235.87	\$0.00	\$235.87	\$212.41
	81010-5950-900	Alarm System	\$1,414.50	\$222.90	\$0.00	\$222.90	\$1,637.40
	81090-5950-200	Cart Repairs	\$31.84	\$0.00	\$0.00	\$0.00	\$31.84
	81130-5950-900	Computer Service	\$268.50	\$217.50	\$0.00	\$217.50	\$486.00
	81140-5950-900	Contract Cleaning	\$4,145.00	\$812.00	\$0.00	\$812.00	\$4,957.00
	81220-5950-600	Handicap Expense	\$3,952.00	\$0.00	\$0.00	\$0.00	\$3,952.00
	81250-5950-100	Irrigation	\$3,394.61	\$829.18	\$0.00	\$829.18	\$4,223.79
	81350-5950-100	Repair & Maint - Equipment	\$7,699.19	\$1,536.00	\$0.00	\$1,536.00	\$9,235.19
	81350-5950-220	Repair & Maint - Equipment	\$29.76	\$0.00	\$0.00	\$0.00	\$29.76
	81350-5950-900	Repair & Maint - Equipment	\$1,129.25	\$265.00	\$0.00	\$265.00	\$1,394.25
	81360-5950-100	Repair & Maint - Building	\$1,358.23	\$0.00	\$0.00	\$0.00	\$1,358.23
	81360-5950-600	Repair & Maint - Building	\$535.79	\$0.00	\$0.00	\$0.00	\$535.79
	81360-5950-900	Repair & Maint - Building	\$1,869.22	\$162.82	\$0.00	\$162.82	\$2,032.04
	82000-5950-200	Cart Lease	\$32,222.90	\$12,209.15	\$19,333.74	(\$7,124.59)	\$25,098.31
	82020-5950-100	Equipment Lease	\$23,190.00	\$21,012.86	\$18,911.62	\$2,101.24	\$25,291.24
	82060-5950-900	Off-Site Storage	\$880.00	\$176.00	\$0.00	\$176.00	\$1,056.00
	83000-5950-100	Utlities - Electric	\$925.50	\$172.70	\$0.00	\$172.70	\$1,098.20
	83000-5950-200	Utlities - Electric	\$4,771.70	\$977.29	\$0.00	\$977.29	\$5,748.99
	83020-5950-100	Utlities - Other	\$6,901.73	\$1,348.96	\$0.00	\$1,348.96	\$8,250.69
	83020-5950-900	Utlities - Other	\$8,790.50	\$2,082.96	\$920.00	\$1,162.96	\$9,953.46
	83030-5950-100	Utlities - Telephone/Fax	\$516.42	\$170.72	\$0.00	\$170.72	\$687.14
	83030-5950-900	Utlities - Telephone/Fax	\$960.70	\$461.34	\$300.00	\$161.34	\$1,122.04
	83050-5950-100	Utlities - Water	\$1,013.92	\$204.36	\$0.00	\$204.36	\$1,218.28
	84040-5950-950	Adv/Promo - Mktg/Bus Dev	\$6,807.31	\$2,329.49	\$1,097.15	\$1,232.34	\$8,039.65
	85020-5950-900	Bank Charges	\$1,895.02	\$343.81	\$0.00	\$343.81	\$2,238.83
	85050-5950-600	Cash Short/(Over)	(\$0.60)	\$0.00	\$0.00	\$0.00	(\$0.60)
	85050-5950-900	Cash Short/(Over)	(\$174.46)	\$506.71	\$675.56	(\$168.85)	(\$343.31)
	85060-5950-900	Cell Phone	\$1,000.00	\$200.00	\$0.00	\$200.00	\$1,200.00
	85070-5950-900	City Surcharge R & R	\$15,076.66	\$4,149.63	\$0.00	\$4,149.63	\$19,226.29
	85120-5950-900	Credit Card Discounts	\$11,245.24	\$2,849.78	\$0.00	\$2,849.78	\$14,095.02
	85140-5950-900	Donations	(\$75.00)	\$0.00	\$40.00	(\$40.00)	(\$115.00)
	85150-5950-900	Dues & Subscriptions	\$355.00	\$0.00	\$0.00	\$0.00	\$355.00
	85160-5950-100	Education & Training	\$400.00	\$0.00	\$0.00	\$0.00	\$400.00

TRIAL BALANCE SUMMARY FOR 2019
The Golf Club at Cypress Head

Inactive	Account	Description	Beginning Balance	Debit	Credit	Net Change	Ending Balance	
	85160-5950-900	Education & Training	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	
	85190-5950-900	Employee Relations	\$657.76	\$1,061.66	\$1,061.66	\$0.00	\$657.76	
	85200-5950-100	Employee Testing	\$158.75	\$29.00	\$0.00	\$29.00	\$187.75	
	85280-5950-900	Insurance Expense	\$23,193.50	\$4,638.70	\$0.00	\$4,638.70	\$27,832.20	
	85320-5950-900	Member Relations	\$150.24	\$0.00	\$0.00	\$0.00	\$150.24	
	85330-5950-900	Messenger Service - Fedex	\$331.56	\$131.42	\$0.00	\$131.42	\$462.98	
	85340-5950-900	Miscellaneous	(\$9.39)	\$0.00	\$0.00	\$0.00	(\$9.39)	
	85390-5950-900	O/S - Accounting	\$6,875.00	\$0.00	\$0.00	\$0.00	\$6,875.00	
	85480-5950-900	Payroll Processing Fee	\$2,430.85	\$2,348.43	\$1,800.00	\$548.43	\$2,979.28	
	85490-5950-900	Postage/Shipping	\$415.80	\$93.39	\$0.00	\$93.39	\$509.19	
	85610-5950-100	Tax/Licenses/Fees	\$550.00	\$0.00	\$0.00	\$0.00	\$550.00	
	85610-5950-900	Tax/Licenses/Fees	(\$150.00)	\$30.00	\$0.00	\$30.00	(\$120.00)	
	85710-5950-900	Travel - Meals	\$1,260.38	\$41.40	\$0.00	\$41.40	\$1,301.78	
	85720-5950-100	Travel - Other	\$267.51	\$0.00	\$0.00	\$0.00	\$267.51	
	85720-5950-900	Travel - Other	\$2,014.53	\$8.63	\$0.00	\$8.63	\$2,023.16	
	89020-5950-900	Employee Meals	\$13.45	\$0.00	\$0.00	\$0.00	\$13.45	
	90000-5950-900	Management Fee	\$30,312.65	\$12,125.06	\$6,062.53	\$6,062.53	\$36,375.18	
	98020-5950-900	Deprec - Mach & Equip	\$115.60	\$23.12	\$0.00	\$23.12	\$138.72	
	98040-5950-900	Deprec - Buildings	\$362.05	\$72.41	\$0.00	\$72.41	\$434.46	
	RCMWD-5950-100	Rounds - Complimentary - Weekday	15,015.00	131.00	0.00	131.00	15,146.00	
	REMWD-5950-100	Rounds - Employee - Weekday	20,830.00	127.00	0.00	127.00	20,957.00	
	RMBWD-5950-100	Rounds - Member - Weekday	77,928.00	414.00	0.00	414.00	78,342.00	
	RPKWD-5950-100	Rounds - Peak - Weekday	427,176.00	4,536.00	0.00	4,536.00	431,712.00	
	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:	144	\$0.00	\$747,586.43	\$747,586.43	\$0.00	\$0.00



CITY COUNCIL AGENDA ITEM

REQUESTED COUNCIL MEETING DATE 5/5/2020

Consent item: No

SUBJECT: (F11) Citizen Advisory Committee for TPO

DEPARTMENT: City Clerk

GOAL:

RECOMMENDED MOTION:

SUMMARY: Bobby Ball is unable to attend the Council meeting, but has provided the attached CAC Minutes and the below summary.

The focus of the meeting has been on the continuing development of the Long Range Transportation Plan as a majority of the action items were regarding the LRTP.

Project No.: Funding Account No.:

Presenter:

ATTACHMENTS:

1.	04-21-2020 CAC Report	04-21-2020 CAC Report.pdf
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Robin Fenwick

Created/Initiated - 4/24/2020



Citizens Advisory Committee (CAC)
Meeting Summary
April 21, 2020

- Approved the March 17, 2020 CAC meeting minutes
- Reviewed and recommended approval of the Connect 2045 Long Range Transportation Plan (LRTP) Project Needs Assessment including a change to the project limits of Project 74 (Normandy Boulevard)
- Reviewed and recommended approval of the Connect 2045 Long Range Transportation Plan (LRTP) Project Evaluation Plan including the Project Prioritization Criteria
- Reviewed and recommended approval of a letter of support for the designation of SR A1A Scenic Byway as an “All-American” road as modified
- Discussed the development activities of the Connect 2045 Long Range Transportation Plan (LRTP) Cost Feasible Plan and Public Involvement Plan (PIP)
- Received a PowerPoint presentation of Non-Motorized Traffic Count Program
- Discussed the draft Sea Level Rise Planning Policy Statement and suggested minor modification
- The FDOT report was provided in the agenda
- The Volusia County and Flagler County Construction Reports were provided in the agenda
- Received staff update on COVID-19 and the 2020 “Tell the TPO” survey

*****The next CAC meeting will be on Tuesday, May 19, 2020*****

Beverly Beach	DeBary	Flagler Beach	New Smyrna Beach	Palm Coast	South Daytona
Bunnell	DeLand	Flagler County	Oak Hill	Pierson	Volusia County
Daytona Beach	Deltona	Holly Hill	Orange City	Ponce Inlet	
Daytona Beach Shores	Edgewater	Lake Helen	Ormond Beach	Port Orange	



CITY COUNCIL AGENDA ITEM

REQUESTED COUNCIL MEETING DATE 5/5/2020

Consent item: No

SUBJECT: (F12) Golf Advisory Board Re-Appointments (x2)

DEPARTMENT: City Clerk

GOAL:

RECOMMENDED MOTION: Move to appoint up to three members to the Golf Advisory Board.

SUMMARY: There are three terms on the Golf Advisory Board that are expiring in April 2020. Two of the three members have expressed an interested in being reappointed. Those members are Lance Green and Dennis Flesch. John Cameron has declined the re-appointment opportunity.

No other applications have been received by the City Clerk.

Project No.: Funding Account No.:

Presenter:

ATTACHMENTS:

1.	Green, Lance	Green, Lance.pdf
2.	Cameron, John	Cameron, John.pdf
3.	Flesch, Dennis	Flesch, Dennis.pdf

Robin Fenwick
Jake Johansson

Created/Initiated - 3/3/2020
Final Approval - 3/3/2020

CITY OF PORT ORANGE ADVISORY BOARDS AND COMMISSIONS

VOLUNTEER APPLICATIONS

Thank you for your interest in serving the City of Port Orange. Your completion of this application is necessary so that the members of the City Council can thoroughly review each application as part of their consideration for your appointment.

Please choose the Board(s)/Commission(s) for which you wish to apply. If applying for more than one Board/Commission, please number in the order of preference.

☐ Environmental Advisory Board
☐ Construction Regulation Board*
☐ Code Enforcement Board*
☐ Charter Review Board
☐ Civil Service Board
☐ Districting Commission

☒ Golf Advisory Board
☐ Library Advisory Board
☐ Parks and Recreation Board
☐ Planning Commission*
☐ City Manager Selection Committee
☐ Audit & Budget Advisory Board
☐ Youth Advisory Board

CRA Boards

☐ Eastport Community Redevelopment Agency*
☐ Town Center Community Redevelopment Agency*

Pension Boards

☐ General Employees*
☐ Police*
☐ Fire*

ALL OF THE ABOVE ARE SUBJECT TO THE "SUNSHINE LAW"

MEMBERS OF THE BOARDS/COMMISSIONS WITH AN ASTERIK ARE REQUIRED TO FILE FINANCIAL DISCLOSURES WITHIN 30 DAYS OF DATE OF APPOINTMENT.

1. PERSONAL

Name LANCE GREEN Date of Birth 9/10/64

Address 6469 Longlake Dr

Home Telephone 386-527-2656

E-Mail Address Lancegreen@CFL.FR.COM

Business Telephone 386-527-2656

Are you a registered voter in Port Orange? ☒ Yes ☐ No

City Council District 4

How long have you been a resident of Port Orange? 50+ years

Are you currently serving on a City Board? Planning Board

Have you ever served on a City Board? Planning Board

If yes, when and which Board? ✓

RECEIVED

MAR 27 2017

CITY OF PORT ORANGE
HUMAN RESOURCES DEPARTMENT

2. **REFERENCES** – Please list three references (business and/or personal)

ALLEN GREEN 4248 Jackson St. P.O. 322-0247
Name, address, and telephone number

Chase Tramont 386-589-1320
Name, address, and telephone number

Brian Curtiss 6446 Longlake Dr 527-6811
Name, address, and telephone number

3. **EDUCATION**

High School CREEK Class 82 Date Graduated 82½

College DSC. Date Graduated 92 Degree Yes

4. **WORK EXPERIENCE** Cert. Fied General Contractor +
Certified Real Estate 40+ years in the
Construction Industry

5. **INTERESTS/ACTIVITIES** Community Service, Golf +
Parenting

6. **COMMUNITY INVOLVEMENT** Currently Serving as Chair of
Planning Board.

7. **WHY DO YOU DESIRE TO SERVE ON THIS/THESE BOARDS?**

I have been involved in the Golf Course From start of
Construction. I live in cypress Head and want to Assist, Success
of Golf Course

8. A resume or separate sheet with additional information should be included.

I understand the responsibilities associated with being a board member, and I have adequate time to serve if appointed.

Dance
Signature

3/24/17
Date

Note: If you have questions concerning the duties and responsibilities of any of the above Boards/Commissions, please contact the City Clerk's Office at 506-5563.

Return this form to:

Robin Fenwick, CMC, City Clerk,
1000 City Center Circle
Port Orange, Florida 32129

CITY OF PORT ORANGE ADVISORY BOARDS AND COMMISSIONS

VOLUNTEER APPLICATIONS

Thank you for your interest in serving the City of Port Orange. Your completion of this application is necessary so that the members of the City Council can thoroughly review each application as part of their consideration for your appointment.

Please choose the Board(s)/Commission(s) for which you wish to apply. If applying for more than one Board/Commission, please number in the order of preference.

☐ Environmental Advisory Board	☐ Library Advisory Board
☐ Construction Regulation Board*	☐ Parks and Recreation Board
☐ Code Enforcement Board*	☐ Planning Commission*
☐ Charter Review Board	☐ City Manager Selection Committee
☐ Civil Service Board	☐ Audit & Budget Advisory Board
☐ Districting Commission	☐ Youth Advisory Board
☒ Golf Advisory Board	

CRA Boards

☐ Eastport Community Redevelopment Agency*
☐ Town Center Community Redevelopment Agency*

Pension Boards

☐ General Employees*
☐ Police*
☐ Fire*

ALL OF THE ABOVE ARE SUBJECT TO THE "SUNSHINE LAW"

MEMBERS OF THE BOARDS/COMMISSIONS WITH AN ASTERIK ARE REQUIRED TO FILE FINANCIAL DISCLOSURES WITHIN 30 DAYS OF DATE OF APPOINTMENT.

1. PERSONAL

Name John R. Cameron, Jr. Date of Birth 2/25/59

Address 1873 Chorpash Lane Port Orange FL 32128

Home Telephone 386-322-5322

E-Mail Address sjj821@bellsouth.net

Business Telephone 386-671-8268

Are you a registered voter in Port Orange? ☒ Yes ☐ No

City Council District 3

How long have you been a resident of Port Orange? 12 Years

Are you currently serving on a City Board? Port Orange Park & Rec Board – 10 years

Have you ever served on a City Board? _____

SCANNED

If yes, when and which Board?

2. **REFERENCES** – Please list three references (business and/or personal)

Barbara Cameron 3522 b Forrest Branch Dr. Port Orange FL 32129 – 761-9926
Name, address, and telephone number

Theresa Dearduff 983 Waterford Point Port Orange FL 32127 – 760-4500
Name, address, and telephone number

Suzette Cameron 1873 Chorpash Lane Port Orange FL 32128 – 322-5322
Name, address, and telephone number

3. **EDUCATION**

High School _____ Date Graduated _____

College West Ct. State University Date Graduated 1986 Degree BA Psychology

4. **WORK EXPERIENCE** 25 + years working in the golf industry in various capacities

Director of Golf at the Daytona Beach Golf Club for 16 years. 20 years as a member of
The Professional Golfers Association of America.

5. **INTERESTS/ACTIVITIES** Family, Work, Golf, Reading & Recreation

Youth Golf , Playing tournament golf, traveling to play new and interesting golf courses

6. **COMMUNITY INVOLVEMENT** Chairman of my churches golf tournament

Secretary of the Daytona Beach Junior Golf Association.

7. **WHY DO YOU DESIRE TO SERVE ON THIS/THESE BOARDS?**

To assist the Residents and the City of Port Orange in providing the best possible
Golf experience at the Golf Club at Cypress Head.

8. **A resume or separate sheet with additional information should be included.**

I understand the responsibilities associated with being a board member, and I have adequate time to serve if appointed.

Signature

Date

Note: If you have questions concerning the duties and responsibilities of any of the above Boards/Commissions, please contact the City Clerk's Office at 506-5563.

Return this form to: Robin Fenwick, CMC, City Clerk,
1000 City Center Circle
Port Orange, Florida 32129

CITY OF PORT ORANGE ADVISORY BOARDS AND COMMISSIONS

VOLUNTEER APPLICATIONS

Thank you for your interest in serving the City of Port Orange. Your completion of this application is necessary so that the members of the City Council can thoroughly review each application as part of their consideration for your appointment.

Please choose the Board(s)/Commission(s) for which you wish to apply. If applying for more than one Board/Commission, please number in the order of preference.

☐ Environmental Advisory Board
☐ Construction Regulation Board*
☐ Code Enforcement Board*
☐ Charter Review Board
☐ Civil Service Board
☐ Districting Commission

☐ Library Advisory Board
☐ Parks and Recreation Board
☐ Planning Commission*
☐ City Manager Selection Committee
☐ Audit & Budget Advisory Board
☐ Youth Advisory Board

CRA Boards

☐ Eastport Community Redevelopment Agency*
☐ Town Center Community Redevelopment Agency*

Pension Boards

☐ General Employees*
☐ Police*
☐ Fire*

✓ GOLF Advisory Board

ALL OF THE ABOVE ARE SUBJECT TO THE "SUNSHINE LAW"

MEMBERS OF THE BOARDS/COMMISSIONS WITH AN ASTERIK ARE REQUIRED TO FILE FINANCIAL DISCLOSURES WITHIN 30 DAYS OF DATE OF APPOINTMENT.

1. PERSONAL

Name DENNIS J. Flesch Date of Birth 02/02/1949
Address 1179 SIESTA KEY Circle, PORT ORANGE, 32128
Home Telephone 386 788 1316
E-Mail Address dflesch49@Bellsouth.NET
Business Telephone 386 756 5449
Are you a registered voter in Port Orange? ☒ Yes ☐ No
City Council District 4
How long have you been a resident of Port Orange? 36 years
Are you currently serving on a City Board? NO
Have you ever served on a City Board? NO
If yes, when and which Board? _____

SCANNED

2. **REFERENCES** – Please list three references (business and/or personal)

ART MOEWERY, 125 FLAMINGO DR. EDGEWATER, FL 386 295 3778
Name, address, and telephone number

LANCE GREEN, 6469 LONG LAKE DR., PORT ORANGE, FL 386 527 2656
Name, address, and telephone number

SUZETTE CAMERON, 1873 CHOCOLASH DR., PORT ORANGE, FL 386 795 2897
Name, address, and telephone number

3. **EDUCATION**

High School HOLY CROSS Date Graduated 1967
College SOME COURSES Date Graduated _____ Degree _____

4. **WORK EXPERIENCE**

RETIRED FROM BELL SOUTH AFTER 35 YEARS
I AM EMPLOYED BY KEMPER SPORT. I WOULD STEP
ASIDE IF THAT IS AN ISSUE. I AM ONLY PART TIME

5. **INTERESTS/ACTIVITIES**

CURRENT EVENTS, READING,
GOLF, WALKING, HELPING NEIGHBORS

6. **COMMUNITY INVOLVEMENT**

VOLUNTEER AT MY CHURCH (OUR LADY OF HOPE)

7. **WHY DO YOU DESIRE TO SERVE ON THIS/THESE BOARDS?**

I WOULD LIKE TO BE ABLE TO KEEP COURSE
A PLACE WHERE CUSTOMERS WANT TO RETURN

8. **A resume or separate sheet with additional information should be included.**

I understand the responsibilities associated with being a board member, and I have adequate time to serve if appointed.

Dennis J. Flesch
Signature

MARCH 30, 2016
Date

Note: If you have questions concerning the duties and responsibilities of any of the above Boards/Commissions, please contact the City Clerk's Office at 506-5563.

Return this form to: Robin Fenwick, CMC, City Clerk,
1000 City Center Circle
Port Orange, Florida 32129



CITY COUNCIL AGENDA ITEM

REQUESTED COUNCIL MEETING DATE 5/5/2020

Consent item: No

SUBJECT: (G13) Riverwalk Visioning Discussion

DEPARTMENT: City Manager

GOAL:

RECOMMENDED MOTION:

SUMMARY: Based on input from developers and consultants as well as one on one meetings with Council, the council's final wishes are regarding the Riverwalk property owned by the city. There are a few areas that will be considered in the final decision. After the discussion, staff will be able to accurately determine what the Council and our city with tangible options for development that are executable and benefit the city.

Project No.: Funding Account No.:

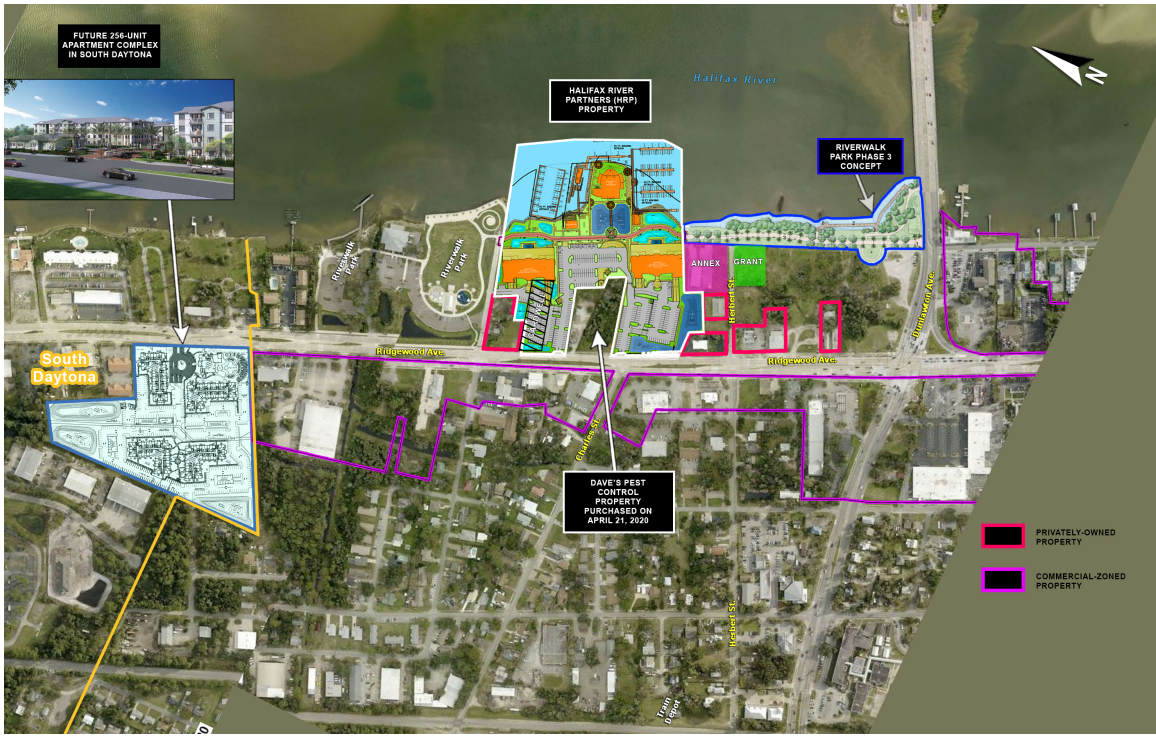
Presenter:

ATTACHMENTS:

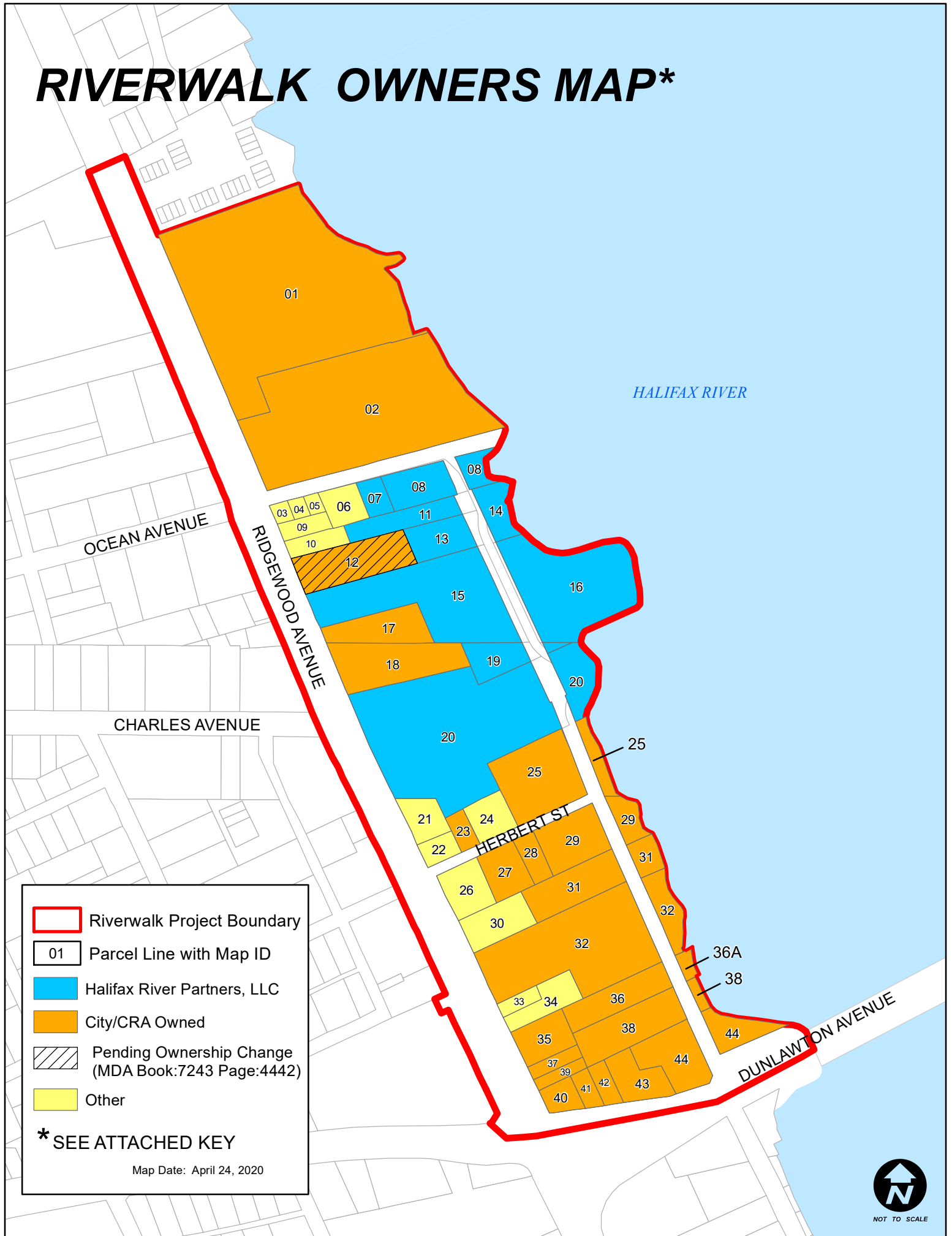
1. Riverwalk Area 2020 Aerial - ownership, Parks, Concept Ideas for CC	Riverwalk Area 2020
2. Riverwalk Owners_04_24_2020	Riverwalk Owners
3. Section_30_Planned_community_Port_Orange_Riverwalk_PC_R_district	Section_30_Pla
4. Riverwalk_Owners_Map_Key_04-24-20	Riverwalk_Owners

Robin Fenwick
Jake Johansson
Robin Fenwick

Created/Initiated - 4/20/2020
Approved - 4/28/2020
Final Approval - 4/28/2020



RIVERWALK OWNERS MAP*



Section 30: - Planned community—Port Orange Riverwalk (PC-R) district.

(d) *Mixed-use.* The mixed-use development shall comply with the district-wide regulations and the following regulations for onsite improvements.

(1) *Permitted uses.*

Bars, lounges, and nightclubs
Residential uses up to 32 dwelling units/acre
Professional offices (2nd floor and above only)
Retail uses
Personal services
Restaurants
Public/civic facilities

(2) *Permitted uses with special development requirements* (chapter 18, section 4).

- (a) Craft food and beverage producer (subsection 5.15).
- (b) Medical offices (subsection 9.7)
- (c) Microbrewery (subsection 9.57).

(3) *Conditional uses.* Interim uses – Removed from LDC on December 31, 2014

(4) *Prohibited uses.*

Adult entertainment
Automobile oriented uses
Discount and factory outlet stores
Appliance/electronic repair shops
Assisted living facilities
Auction houses
Boat repair
Boat sales
Cemeteries
Childcare centers
Commercial/industrial equipment and supplies
Construction contractor's yard and storage
Convenience stores with fuel operations
Drive-thru facilities

Equipment rentals

Fleet-based services

Fortunetellers, astrologers, and palm readers

Funeral homes

Greenhouses and nurseries (wholesale and retail)

Hospitals

Houses of worship

Maintenance contractors

Manufacturing: fabrication

Mini-warehouses

Mobile home sales

Motor vehicle and boat storage facilities

Motor vehicle repair facilities

Motor vehicle sales

Motor vehicle service centers

Motor vehicle service stations

Nursing homes

Office/warehouse facilities

Pawn shops

Public utility stations/plants

Retail home building materials

Tattoo parlors

Taxidermy

Veterinary clinics

Wholesalers and distributors

Xerographic and offset printing

(5) *Dimensional requirements.*

Max. building height	4 stories or not to exceed 65 ft. above finished floor elevation (excluding architectural appurtenances)
Min. building height	2 stories or min. 20 ft. above finished floor elevation
Min. lot size	1 acre
Min. lot width	0
Min. living area	800 sq. ft. per unit
Impervious coverage	100% max.
Max. building setbacks (build-to lines)	
Street frontages	10 ft. (All existing and planned street frontage)min. building setbacks (except for street frontages)
Front	10 ft.
Side	10 ft.
Corner side	10 ft.
Rear	10 ft.
Streetscape	Min. 10 feet along street frontages or consistent with the design manual

MAP ID	PARCEL ID	PARCEL ADDRESS	OWNER	SF*	ACRES*
01	630310010011	3441 RIDGEWOOD AV PORT ORANGE 32129	CITY OF PORT ORANGE	235,224	5.40
02	630310010020	3459 RIDGEWOOD AV PORT ORANGE 32129	CITY OF PORT ORANGE	172,062	3.95
03	630304000052	3521 RIDGEWOOD AV PORT ORANGE 32129	WALLER DAVID W & CHERYL ALICE	2,614	0.06
04	630304000051	116 OCEAN AV PORT ORANGE 32129	WISNIEWSKI JOSEPH & ANNE W	2,614	0.06
05	630304000050	114 OCEAN AV PORT ORANGE 32129	WISNIEWSKI JOSEPH & ANNE M	2,178	0.05
06	630304000040	112 OCEAN AV PORT ORANGE 32129	WISNIEWSKI JOSEPH & ANNE M	10,454	0.24
07	630304000030	108 OCEAN AV PORT ORANGE 32129	HALIFAX RIVER PARTNERS LLC	6,970	0.16
08	630304000010	3512 HALIFAX DR PORT ORANGE 32129	HALIFAX RIVER PARTNERS LLC	26,136	0.60
09	630304000060	RIDGEWOOD AV PORT ORANGE 32129	WALLER DAVID W & CHERYL ALICE	6,534	0.15
10	630310020021	RIDGEWOOD AV PORT ORANGE 32129	WALLER DAVID W & CHERYL ALICE	8,276	0.19
11	630310020020	3536 HALIFAX DR PORT ORANGE 32129	HALIFAX RIVER PARTNERS LLC	16,553	0.38
12	630310020030	3571 RIDGEWOOD AV PORT ORANGE 32129	COMM REDEVELOPMENT AGENCY FOR PORT ORANGE TOWN CENTER	31,363	0.72
13	630310020023	3550 HALIFAX DR PORT ORANGE 32129	HALIFAX RIVER PARTNERS LLC	16,117	0.37
14	630310020024	3557 HALIFAX DR PORT ORANGE 32129	HALIFAX RIVER PARTNERS LLC	12,632	0.29
15	630310020040	3601 RIDGEWOOD AV PORT ORANGE 32129	HALIFAX RIVER PARTNERS LLC	80,586	1.85
16	630310020041	3633 HALIFAX DR PORT ORANGE 32129	HALIFAX RIVER PARTNERS LLC	74,488	1.71
17	630310020050	3641 RIDGEWOOD AV PORT ORANGE 32129	CITY OF PORT ORANGE	21,780	0.50
18	630316000014	RIDGEWOOD AV PORT ORANGE 32129	CITY OF PORT ORANGE	36,590	0.84
19	630316000011	HALIFAX DR PORT ORANGE 32129	HALIFAX RIVER PARTNERS LLC	14,810	0.34
20	630316000010	3664 HALIFAX DR PORT ORANGE 32129	HALIFAX RIVER PARTNERS LLC	159,865	3.67
21	630311030020	3777 RIDGEWOOD AV PORT ORANGE 32129	THE PAMPERED TOOTH PA	11,326	0.26
22	630311030010	3777 HERBERT ST PORT ORANGE 32129	THE PAMPERED TOOTH PA	6,534	0.15
23	630311030040	115 HERBERT ST PORT ORANGE 32129	CITY OF PORT ORANGE	5,663	0.13
24	630311030050	113 HERBERT ST PORT ORANGE 32129	SHERIDAN JOAN	12,197	0.28
25	630316000030	373 HALIFAX DR PORT ORANGE 32129	CITY OF PORT ORANGE	47,480	1.09
26	630311020074	3821 RIDGEWOOD AV PORT ORANGE 32129	DB REAL ESTATE ASSETS I LLC	15,682	0.36
27	630311020072	110 HERBERT ST PORT ORANGE 32129	CITY OF PORT ORANGE	14,810	0.34
28	630311020071	108 HERBERT ST PORT ORANGE 32129	CITY OF PORT ORANGE	7,841	0.18
29	630311020070	3814 HALIFAX DR PORT ORANGE 32129	CITY OF PORT ORANGE	31,799	0.73
30	630311020060	3855 RIDGEWOOD AV PORT ORANGE 32129	ROAT ROBERT & JEAN	18,295	0.42
31	630311020061	3840 HALIFAX DR PORT ORANGE 32129	COMMUNITY REDEVELOPMENT AGENCY FOR PORT ORANGE TOWN CENTER	33,106	0.76
32	630311020050	RIDGEWOOD AV PORT ORANGE 32129	CITY OF PORT ORANGE	100,188	2.30
33	630311020042	3921 RIDGEWOOD AV PORT ORANGE 32129	HEOTZLER RALPH & TAMMY	4,792	0.11
34	630311020041	3925 RIDGEWOOD AV PORT ORANGE 32129	WINTERS WILLIAM C & SHARON K	13,939	0.32
35	630311020030	RIDGEWOOD AV PORT ORANGE 32129	CITY OF PORT ORANGE	15,682	0.36
36	630311020031	3900 HALIFAX DR PORT ORANGE 32129	CITY OF PORT ORANGE	21,780	0.50
36A	630311020032	HALIFAX DR PORT ORANGE 32129	COMMUNITY REDEVELOPMENT AGENCY FOR PORT ORANGE TOWN CENTER	3,049	0.07
37	630311020022	3969 RIDGEWOOD AV PORT ORANGE 32127	CITY OF PORT ORANGE	5,227	0.12
38	630311020020	3920 HALIFAX DR PORT ORANGE 32129	COMMUNITY REDEVELOPMENT AGENCY FOR PORT ORANGE TOWN CENTER	31,363	0.72
39	630311020014	3979 S RIDGEWOOD AV DAYTONA BEACH 32127	CITY OF PORT ORANGE	4,792	0.11
40	630311020090	3999 RIDGEWOOD AV PORT ORANGE 32127	COMMUNITY REDEVELOPMENT AGENCY FOR PORT ORANGE TOWN CENTER	7,841	0.18
41	630311020012	DUNLAWTON AV PORT ORANGE 32127	CITY OF PORT ORANGE	5,227	0.12
42	630311020013	DUNLAWTON AV PORT ORANGE 32127	COMMUNITY REDEVELOPMENT AGENCY FOR PORT ORANGE TOWN CENTER	6,098	0.14
43	630311020011	DUNLAWTON AV PORT ORANGE 32127	COMMUNITY REDEVELOPMENT AGENCY FOR PORT ORANGE TOWN CENTER	15,682	0.36
44	630311020010	3966 HALIFAX DR PORT ORANGE 32127	COMMUNITY REDEVELOPMENT AGENCY FOR PORT ORANGE TOWN CENTER	37,026	0.85

*Based on Volusia County Property Appraiser data.
 Updated: April 24, 2020



CITY COUNCIL AGENDA ITEM

REQUESTED COUNCIL MEETING DATE 5/5/2020

Consent item: No

SUBJECT: (H15) City Manager Comments

DEPARTMENT: City Manager

GOAL:

RECOMMENDED MOTION:

SUMMARY: Discuss SAFER Grant application

Project No.: Funding Account No.:

Presenter:

ATTACHMENTS:

Robin Fenwick
Jake Johansson
Robin Fenwick

Created/Initiated - 4/20/2020
Approved - 4/24/2020
Final Approval - 4/24/2020



Dr. Scott Fritz
Superintendent of Schools

School Board of Volusia County

Mrs. Ida D. Wright, Chairman
Mrs. Linda Cuthbert, Vice-Chairman
Mr. Carl Persis
Mr. Ruben Colón
Ms. Jamie M. Haynes

AGENDA
Oversight Committee for Public School Facility Planning

March 12, 2020 at 5:30 p.m.
Bid Conference Room
Volusia County Schools Facilities Services Building
3750 Olson Drive, Daytona Beach FL

- I Welcome
- II Roll Call
- III Approval of Minutes
- IV Discussion of the following topics pursuant to the Interlocal Agreement:
 - SCHOOL DISTRICT
 - Student Enrollment
 - School Capacity
 - Capital Improvements Program
 - Use of School Impact Fees
 - School Concurrency
- V Member Comments
- VI Public Comments
- VII Next Meeting Date
- VIII Adjourn

FACILITIES SERVICES
3750 OLSON DRIVE, DAYTONA BEACH, FLORIDA 32124
PHONE: 386/734-7190 □ FAX: 386/506-5056

An Equal Opportunity Employer

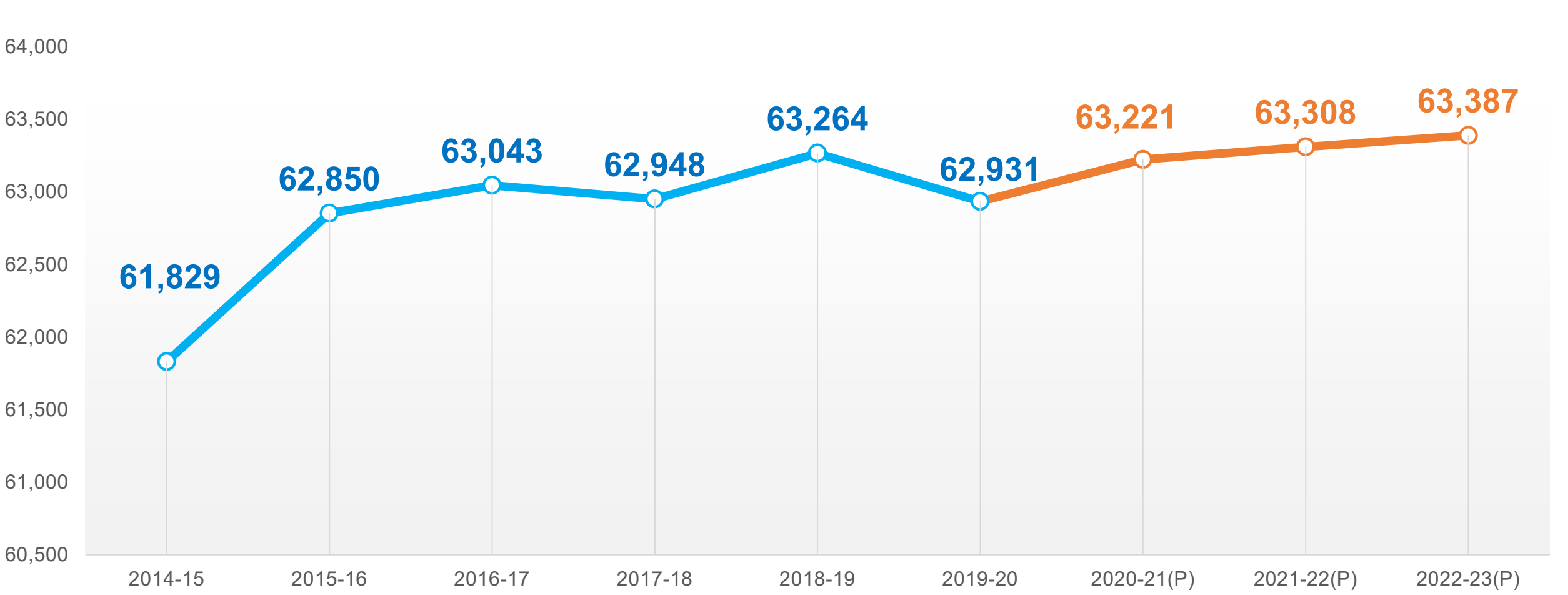


ENROLLMENT REPORT

School Year 2019-20

OVERSIGHT COMMITTEE FOR PUBLIC SCHOOL FACILITY PLANNING
MARCH 12, 2020

Day 20 Student Enrollment





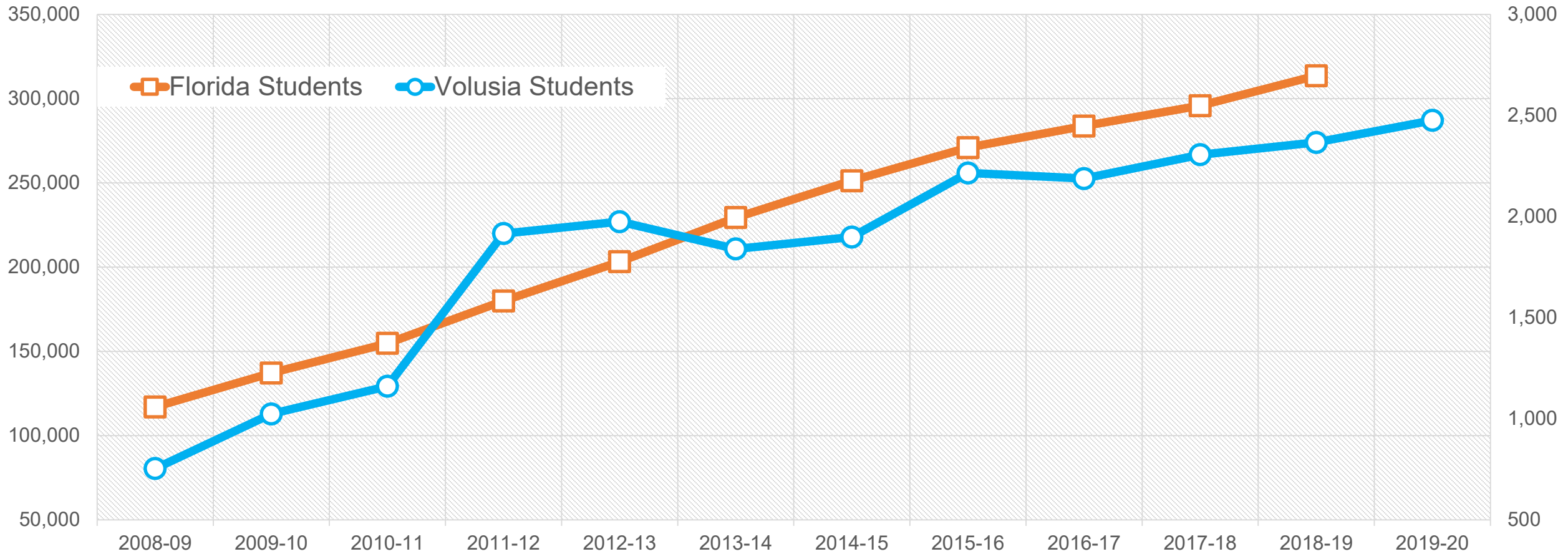
SCHOOL CHOICE, DEMOGRAPHICS & THEIR IMPACT ON ENROLLMENT

Volusia's K-12 Enrollment Comparison



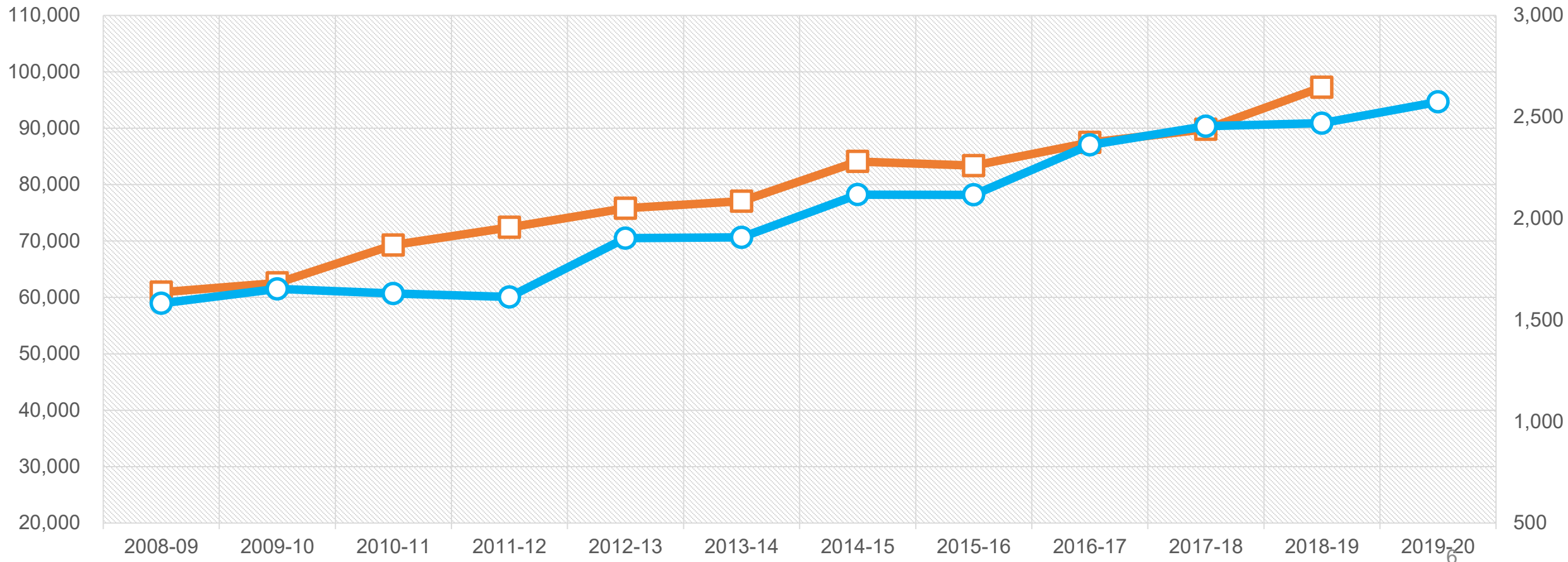
	SY 2008-09	SY 2018-19
Total K-12 students	71,042	72,941
Traditional K-12 Public Schools (VCS)	88%	83.5%
Charter Schools	1.1%	3.3%
Private Schools	8.5%	9.5%
Home School	2.4%	3.7%
	100%	100%

Charter School Enrollment



Homeschooling Trend

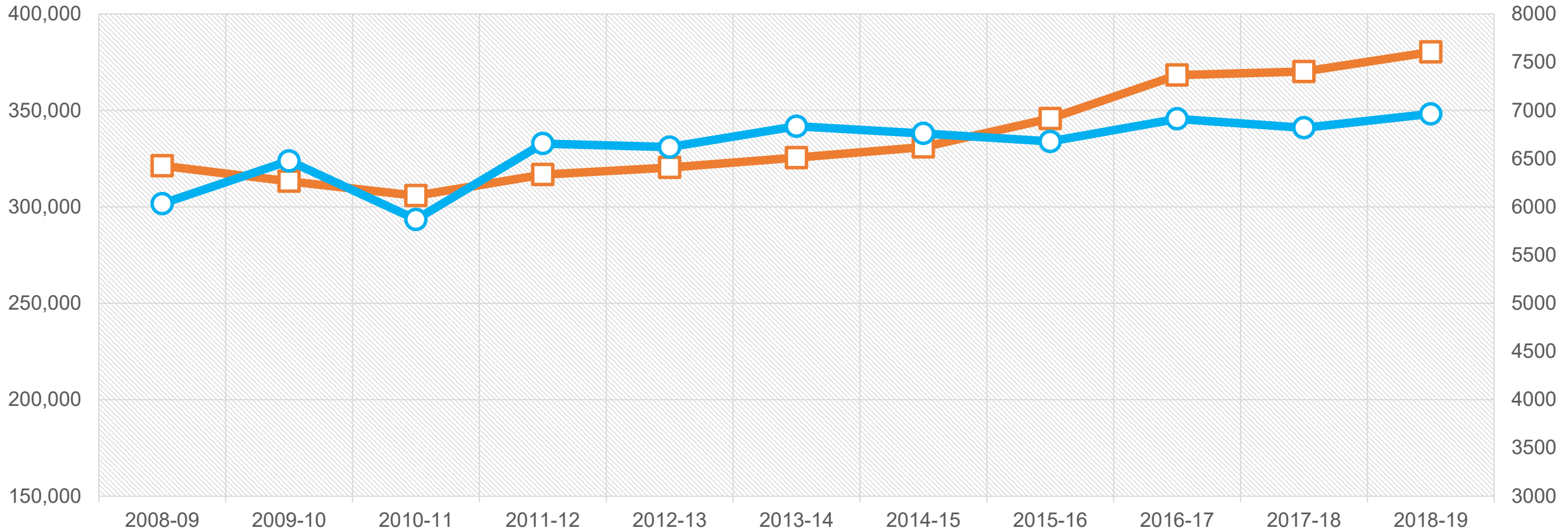
Florida Students Volusia Students



Source: FLDOE (State), Volusia County Schools (District, Day 20)

Private School Enrollment

Florida Students Volusia Students



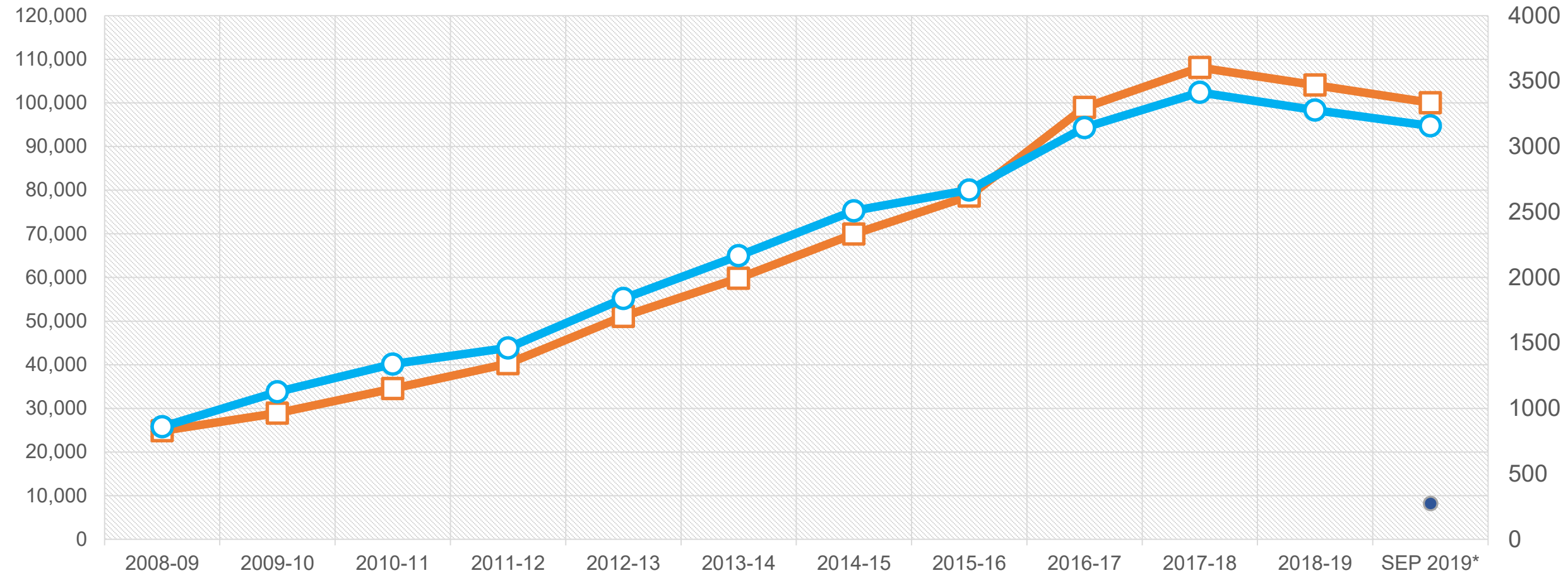
Scholarship Programs & Private School Tuition

- Family Empowerment Scholarship
 - 2019 Legislative Session – SB 7070
 - Income qualification
 - Intended to reduce the wait list for Corporate Tax Scholarships
- Corporate Tax Scholarship
 - Income Qualification
- Gardiner Scholarship
 - Disability Qualification
- Hope Scholarship
 - Bullying, harassment
- McKay Scholarship
 - ESE and 504 Qualification



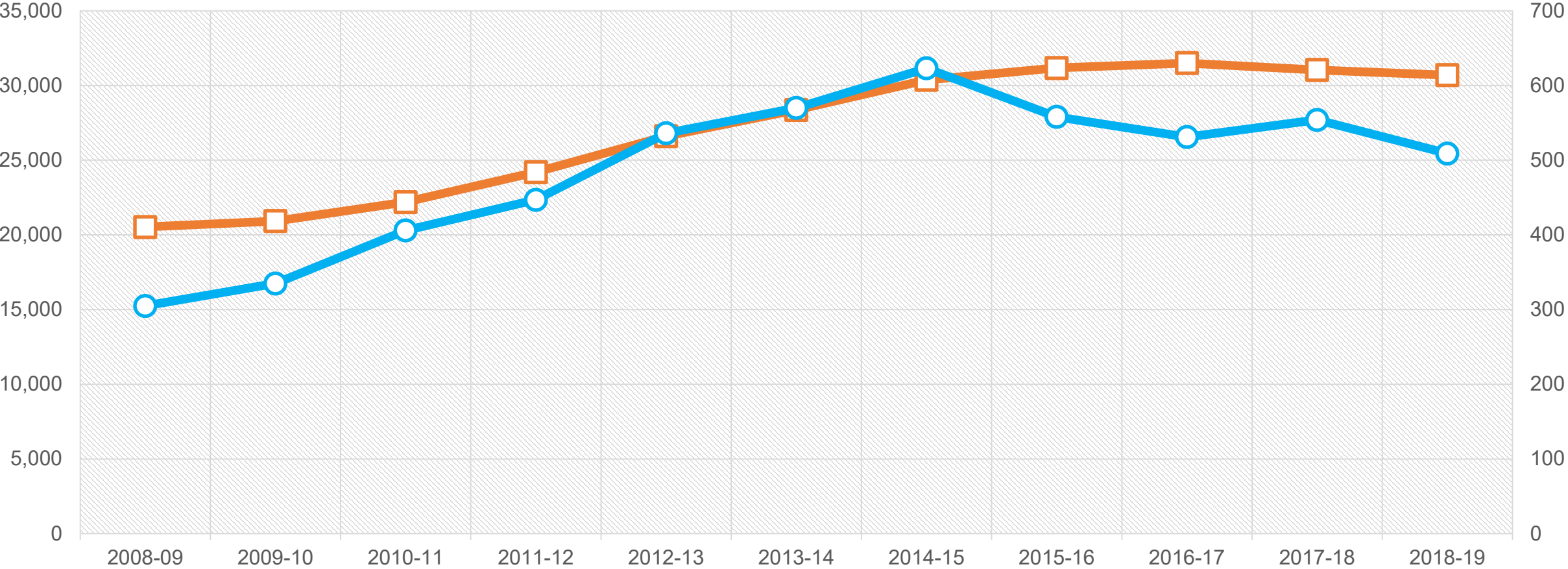
Corporate Tax Credit Scholarships

Florida Students Volusia Students Volusia FES



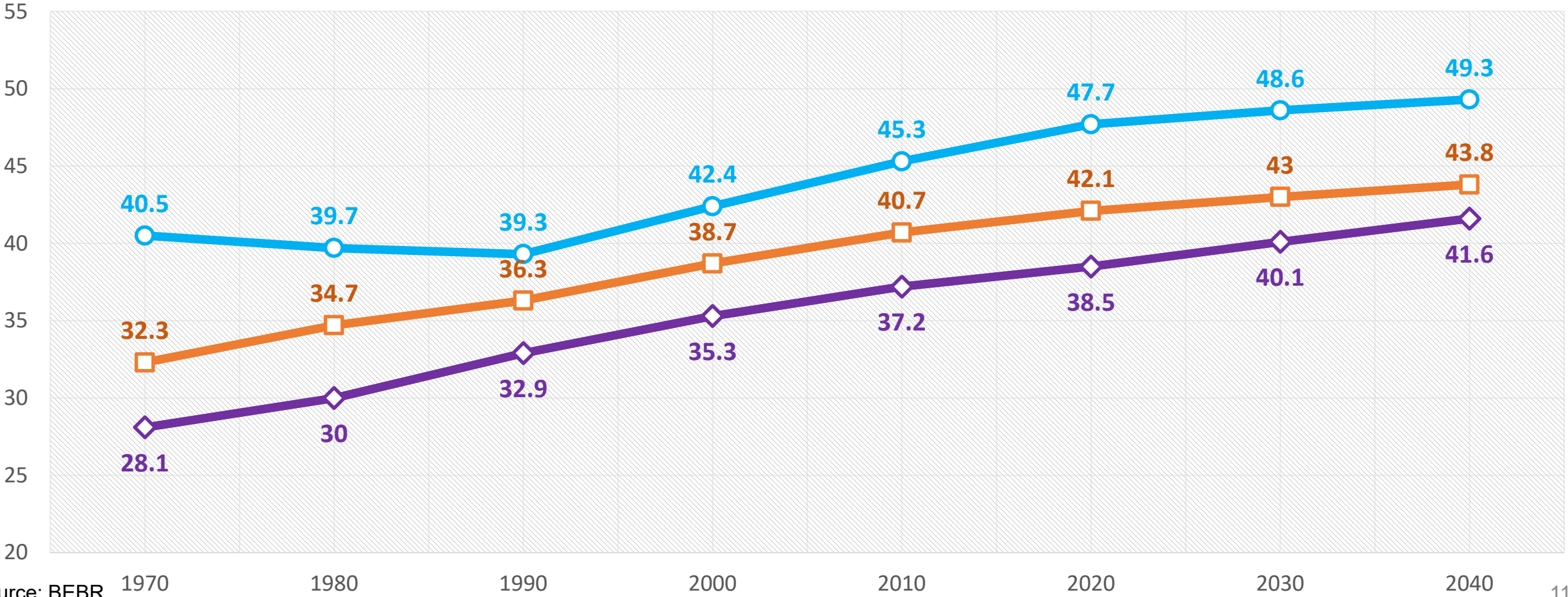
McKay Scholarships

Florida Students Volusia Students

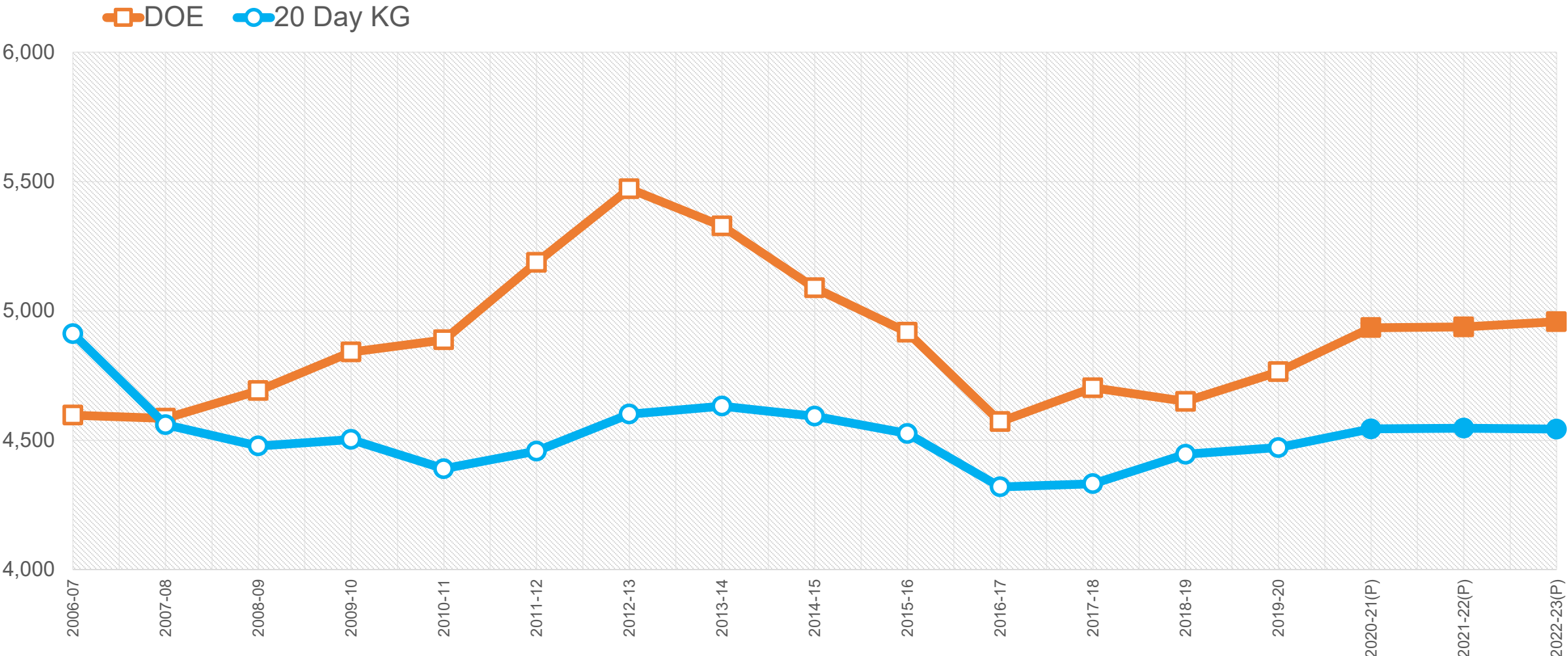


Median Age

US FLORIDA Volusia



Volusia Births and Kindergarten Enrollments



Source: FLDOH, DOE & VCS



DISCUSSION



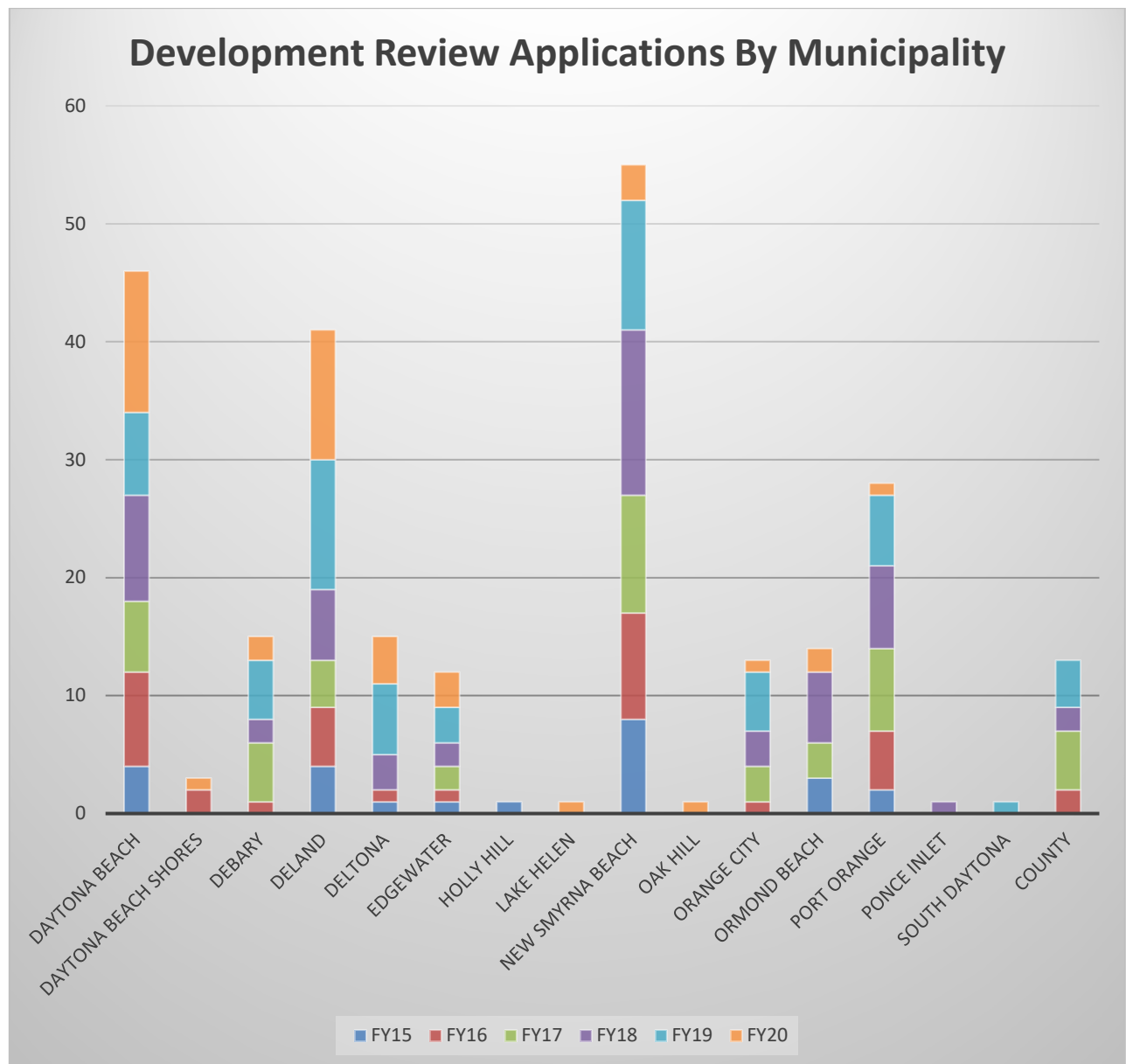
***School Development Review
Capacity Analysis Report
Update: SY2018-19 to SY2019-20***

March 12, 2020

School Board Development Review Trends

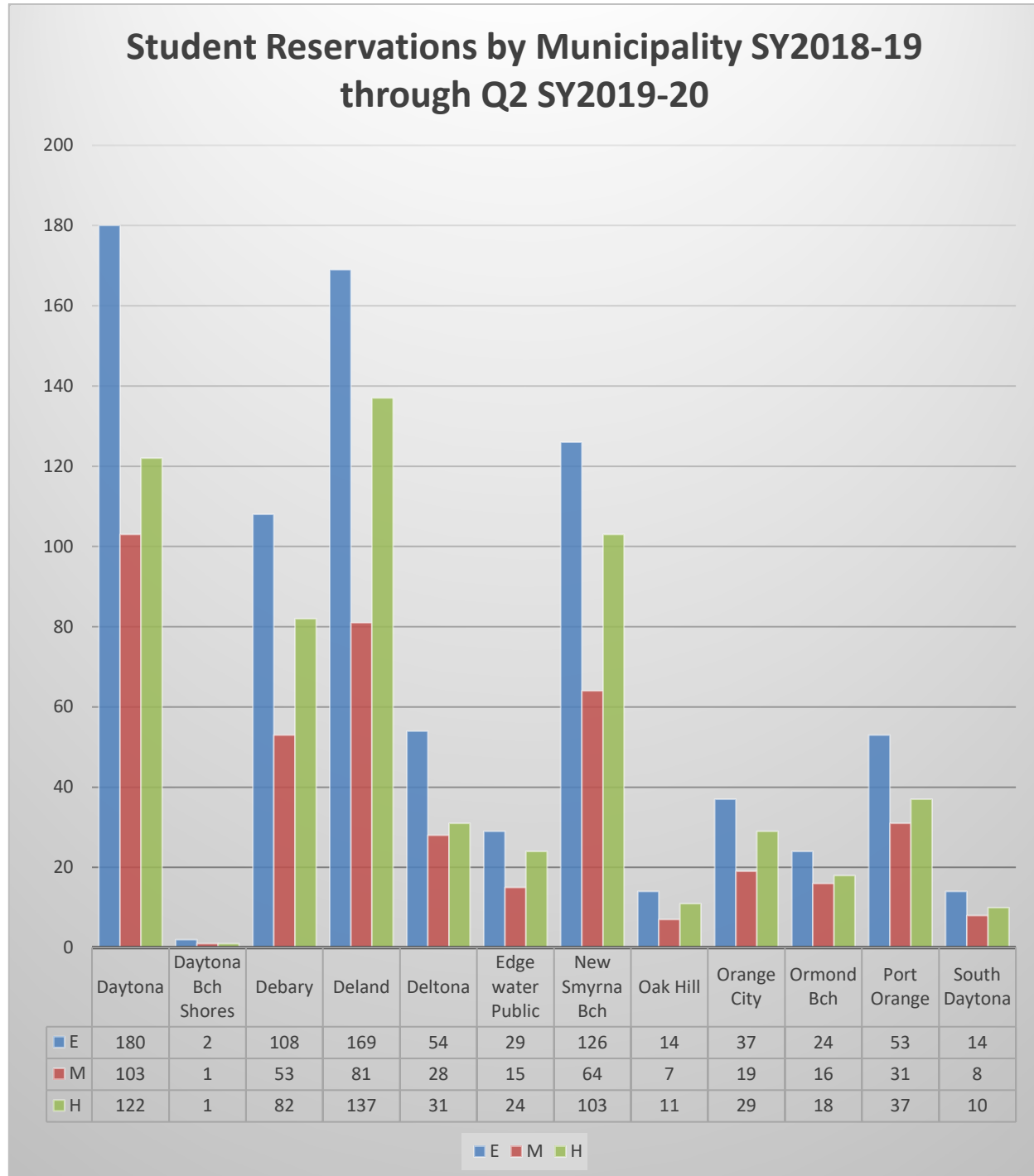
Total Reviews by Municipality: SY2014-15 through SY2019-20 Q2

The number of reviews in each municipality gives us an indication of the areas where residential development is most active and the intensity of that development.



Total Reservations by Municipality: SY2018-19 through SY2019-20 Q2

The total number of Reviews issuing a Reservation Certificate since the last ILA Oversight meeting, by Municipality.



Adequate Capacity Review

Adequate Capacity:

An Adequacy Review application should be submitted when a project is applying for Comprehensive Plan amendments, land use (LU), or zoning changes which increase residential density. This "Adequate Capacity Review" analyzes residential development projects considering prospective changes in residential density due to the proposed change in LU or zoning, as well as, capacity enhancement projects which are in the district's long-range plan.

Finding of Adequate Capacity:

A determination in the case of increased residential density that the district will have enough school capacity by school type, based on permanent Florida Inventory of School Houses (FISH), to timely accommodate demand created by a planned new residential development.

Adequate Capacity Reviews performed from July 2018 through June 2019

Adequate Capacity Reviews SY2018-19						
No.	Project Number	Project	Location	LU Type	SF Units	MF Units
1	18-07-12-001-A	Volusia Oaks - PD	Deland	Single Family	210	
2	18-07-12-003-A	Rivington CDD	Debary	Single Family	700	
3	18-08-30-003-A	Enterprise-Osteen PUD	Deltona	Single Family	568	
4	18-08-30-002-A	Pine Ridge PUD	Deltona	Single Family	58	
5	18-08-30-001-A	Integrated LPGA	Daytona Beach	Single Family	703	
6	18-07-12-002-A	Wildwood Apartments	Deland	Multifamily		91
7	18-09-06-001-A	New Port Apartments	Port Orange	Multifamily		310
8	18-10-02-001-A	Edgewater Preserve	Edgewater	Single Family	774	
9	18-10-05-001-A	Tangerine Estates	Deland	Multifamily		36
10	18-10-22-001-A	Elevation Adelle PD	Deland	Single Family	87	
11	18-12-03-001-A	Doudney PUD	Deltona	Single Family	217	
12	18-12-03-002-A	Liberty Station PUD	Orange City	Single Family	187	
13	18-12-13-001-A	Courtland PUD	Deltona	Single Family	210	
14	19-01-14-001-A	Harbor Landings PUD	Port Orange	Single Family	26	
15	19-03-19-001-A	Grandview Gardens	Deland	Single Family	106	
16	19-03-21-001-A	Highbanks Reserve	Debary	Single Family	139	
17	19-03-29-001-A	Florida Days Phases 3-5	New Smyrna Beach	Single Family		
18	19-04-11-001-A	Beresford Woods PUD	Deland	Single Family	355	
19	19-05-06-001-A	Park Lake Estates Section B	Deland	Single Family	411	
20	19-05-17-001-A	New Covenant Baptist	Deland	Church/ Residential	NA	
TOTAL					4381	437

Adequate Capacity Reviews SY1819 total fees collected **\$10,000.00**.

No capacity enhancement agreements were required.

Adequate Capacity Reviews performed from July 2019 through February 2020

Adequate Capacity Reviews Q1, Q2 SY2019-20								
No	Project Number	Project	Location	LU Type	SF Units	MF Units	MHP Units	
1	19-07-02-001-A	Clyde Morris Industrial PD Amendment	Daytona Beach	Multifamily		392		
2	19-07-23-002-A	Tomoka Town Center	Daytona Beach	Multifamily		150		
3	19-08-06-002A	Sanctuary @ Daytona	Daytona Beach	Multifamily		336		
4	19-09-05-001-A	Greens Dairy PD	DeLand	Single Family	110			
5	19-09-18-001-A	Estates at Pelham Square	DeLand	Single Family	158			
6	19-09-30-001-A	A Better Place	DeLand	Mobile Home				45
7	19-10-03-001-A	Amilia Point Villas	DeLand	Multifamily		40		
*8	19-10-03-002-A	Consolidated Tomoka "Parcel F" CPA	Daytona Beach	Mixed	1800	600		
9	19-10-16-001-A	Lago Verde PUD	Daytona Beach	Multifamily		488		
10	19-10-29-001-A	West Volusia Crossing PUD	Orange City	Multifamily		304		
11	20-01-13-002-A	Tymber Creek PUD	Daytona Beach	Multifamily		375		
12	20-01-13-003-A	Silver Pines CPA	Daytona Beach	Multifamily		432		
13	20-01-30-001-A	Three Island Lake South PUD	Deltona	Single Family	59			
14	20-02-18-001-A	Hazen Road LU CPA	DeLand	Multifamily		213		
15	20-02-21-001-A	Enterprise-Osteen PUD (WEST)	Deltona	Single Family	226			
16	20-02-21-001-A	Enterprise-Osteen PUD (EAST)	Deltona	Single Family	323			
15	20-02-24-001-A	Lake Helen Villa Expansion CPA	Lake Helen	Mobile Home				12
TOTAL					2676	3330	57	

Adequate Capacity Reviews to date SY1920 total fees collected **\$7,500.00**.

No capacity enhancement agreements were required

*Consolidated Tomoka "Parcel F" CPA was required to provide language for an option for a school site within the comprehensive plan amendment.

Concurrency Review

School Concurrency:

VCSB Policy 613 governs the Concurrency review process as outlined in the Interlocal Agreement for Public School Facilities Planning, Section 4D. It requires applicants submit Site Plans and Subdivisions to the School District for review at the same time as filing with the Local Government. A “Certificate of Concurrency” is issued if the School District determines there is substantial evidence the schools can accommodate the additional students created. A Concurrency Review application should be submitted to the school board when the site plan or subdivision is submitted for municipal review. Where impacted schools are at or below the LOS or if there is space in an adjacent service area, then student station reservations are issued in the form of a Reservation Certificate.

Reservation of Student Stations:

Student reservations are factors affecting utilization rates for future reviews. They expire after two years and must be extended if the construction is not completed in that timeframe.

Mitigation:

When a project exceeds the standards set for either review type then it requires mitigation before a certificate can be issued. Mitigation can include but are not limited to payments into a fund for capacity enhancement (new classrooms), Prepayment of impact fees, Dedication of land for school site, Payments toward land acquisition or infrastructure necessary to create or support new capacity.

Concurrency Reviews performed July 2018 to June 2019.

School Year 2018-2019								
N o.	Project Number	Project	Location	APP Type	ELEM	MD	HS	Expire
1	19-03-19-002-R	Halifax Plantation Unit II Section O	Ormond Bch (VC)	Reservation	7	4	5	7/30/2021
2	18-06-25-001-R	One Daytona Phase 1 C Residential	Daytona Beach	Reservation Extension	13	7	9	7/18/2020
3	18-09-13-002-R	500 East Apartments	Daytona Beach	Reservation	13	8	9	10/8/2020
4	18-09-13-001-R	Napier Apartments	Daytona Beach	Reservation	12	7	8	10/8/2020
5	18-09-13-003-R	Integrated LPGA Phase A1	Daytona Beach	Reservation	27	15	18	10/8/2020
6	19-03-13-001-R	Mosaic 1B1	Daytona Beach	Reservation	8	4	5	3/5/2021
7	19-06-07-001-R	Tomoka Village Apartments	Daytona Beach	Reservation	18	10	12	6/27/2021
8	19-04-15-002-R	Villas of Tomoka	Daytona Beach (VC)	Reservation	7	4	5	5/30/2021
9	18-07-05-001-R	Integra 289 Exchange	Debary	Reservation	13	6	9	7/17/2020
10	18-11-08-001-R	Springview Woods	Debary	Reservation Extension	19	9	13	11/15/2020
11	18-11-08-002-R	Riviera Bella East	Debary	Reservation Extension	31	15	23	11/15/2020
12	18-06-22-001-R	Jacobs Landing	Deland	Reservation Extension - State of Emergency	5	2	4	3/13/2020
13	18-07-12-001-R	Azalea walk	Deland	Reservation	2	1	2	8/22/2020
14	18-10-22-001-R	Royal Palms	Deland	Reservation	13	6	10	1/11/2021
15	19-06-25-001-R	Victoria Oaks	Deland	Reservation Extension	67	32	55	7/23/2021
16	18-09-21-001-R	Integra Dunes	Deland (VC)	Reservation	12	6	9	10/16/2020
17	19-03-01-001-R	Fernanda Place	Deltona	Reservation	30	16	17	3/6/2021
18	18-07-25-001-R	Glenbrooke Subdivision	Edgewater	Reservation	21	11	17	8/20/2020
19	19-04-01-002-R	Majestic Oaks Ph4	Edgewater	Reservation	8	4	7	5/3/2021
20	18-06-18-002-R	Copper Creek Phase 1	New Smyrna	Reservation	6	3	5	8/20/2020
21	18-06-20-001-R	Palms at Venetian Bay Phase 3	New Smyrna	Reservation	13	6	10	7/18/2020
22	18-06-20-002-R	Palms at Venetian Bay Phase 4	New Smyrna	Reservation	9	5	7	7/18/2020
23	18-07-30-001-R	Coastal Woods Unit D	New Smyrna	Reservation	28	14	24	8/22/2020
24	18-08-10-001b-R	Village Center East - Phase 2	New Smyrna	Reservation	9	4	7	9/25/2020
25	18-08-10-001a-R	Village Center East - Phase 1	New Smyrna	Reservation	3	2	2	9/25/2020
26	18-10-04-001-R	The Palms at Venetian Bay - Phase 5	New Smyrna	Reservation	31	16	26	10/30/2020
27	18-11-07-001-R	Old Mission Cove	New Smyrna	Reservation	4	2	3	11/15/2020
28	19-04-28-001-R	Reserve at Lake Waterford - Reservation Amendment	New Smyrna Beach	Reservation	5	3	4	5/28/2021
29	19-04-28-002-R	Sarrina Lakes - Reservation Extension	New Smyrna Beach	Reservation	10	5	9	5/28/2021
30	18-07-05-002-R	Jamestown	Orange City	Reservation	3	2	2	1/19/2021
31	19-04-15-001-R	Reserve at Orange City	Orange City	Reservation	5	3	4	5/24/2021
32	19-05-06-001-R	Park Hill Tract 3	Orange City	Reservation	13	6	10	6/5/2021
33	19-06-07-003-R	Blue Springs Ridge	Orange City	Reservation	16	8	13	6/27/2021
34	18-09-21-002-R	Halifax Plantation Unit II Section M-2-1	Ormond Beach (VC)	Reservation	8	5	6	10/22/2020
35	18-09-17-001-R	Springs at Port Orange Apartments	Port Orange	Reservation Amendment	13	8	9	9/21/2020
36	18-09-11-001-R	Lazul at Crystal Lake	Port Orange	Reservation	13	7	9	9/24/2020
37	19-04-01-001-R	Fleur Del Sol	Port Orange	Reservation	5	3	3	6/27/2021
38	19-06-05-001-R	New Port Apartments	Port Orange	Reservation	17	10	12	6/27/2021
39	19-05-17-002-R	Ridgewood Ave Apts	South Daytona	Reservation	14	8	10	6/27/2021

Concurrency Reviews SY1819 total fees collected **\$16,350.00.**

No mitigation agreements were required.

Concurrency Reviews performed July 2019 to June 2020.

School Year 2018-2019								
No.	Project Number	Project	Location	APP Type	ELEM	MD	HS	Expire
1	19-07-09-001-A	The Preserve @ LPGA	Daytona Beach	Reservation	17	10	11	7/22/2021
2	19-07-09-002-R	Isles of Venetian Bay	New Smyrna Beach	Reservation Amendment	7	3	5	7/22/2021
3	19-07-23-001-R	Edgewater Preserve	Edgewater	Reservation	9	5	8	7/31/2021
4	19-08-06-001-R	River Chase Subdivision	DeLand	Reservation	9	4	7	8/12/2021
5	19-08-09-001-R	Jacobs Landing	DeLand	Reservation Extension	5	2	4	8/9/2021
6	19-08-21-001-R	Edison	Daytona Beach	Reservation	15	8	10	9/6/2021
7	19-08-29-001-R	Woodland Village	DeLand	Reservation	10	5	8	9/20/2021
8	19-09-09-001-R	Oak Hill Reserve	Oak Hill	Reservation	14	7	11	10/18/2021
9	19-09-17-001-R	Courtyard at Ormond	Ormond Beach	Reservation	3	2	2	10/17/2021
10	19-10-03-003-R	Village Street Condominiums	New Smyrna Beach	Reservation	1	1	1	12/3/2021
11	19-10-22-001-R	Clyde Morris Landings Apartment Homes	Daytona Beach	Reservation	21	13	15	12/6/2021
12	19-10-30-001-R	Kings Landing Phase 2	Port Orange	Reservation	5	3	4	11/8/2021
13	19-11-12-001-R	Lincoln Oaks	DeLand	Reservation	29	14	24	12/16/2021
14	19-12-05-001-R	Atlantic Avenue Estates	Daytona Beach Shores	Reservation	2	1	1	12/18/2021
15	19-12-09-001-R	Rivington	DeBary	Reservation	29	15	24	12/18/2021
16	19-12-17-001-R	The Junction	DeBary	Reservation	16	8	13	1/10/2022
17	19-12-17-002-R	Champions Quarters	Daytona Beach	Reservation	11	6	7	1/6/2022
18	20-01-13-001-R	Sanctuary @ Daytona	Daytona Beach	Reservation	18	11	13	2/5/2022
19	20-01-17-001-R	Oakwood Subdivision	Edgewater	Reservation	11	6	10	2/14/2022
20	20-01-21-001-R	Courtland Subdivision	Deltona	Reservation	24	12	14	2/20/2022
21	20-02-10-001-R	Plantation Oaks of Ormond Beach	Ormond Beach	Reservation	13	9	10	2/21/2022
22	20-02-24-002-R	Reserve @ Victoria Ph.1	DeLand	Reservation	17	9	14	2/26/2022

Concurrency Reviews to date SY1920 total fees collected **\$10,250.00**.

No mitigation agreements were required.

Level of Service Utilization Charts

SY2019-20

Halifax Planning Area	Prior Year			Current Year					Projected*				
	Actual			Actual					sy2019-20 Projection Model				
	2018/2019			2019/2020					2020/2021				
School	Enroll	Cap	Util	Enroll	Permanent Capacity	Reserve	Util	Util w/ Res	Enroll	Cap	Reserve	Util	Util w/ Res
Elementary													
Ormond Bch Elem	341	294	116%	334	294	3	114%	114.6%	336	294	3	114%	115.3%
Osceola	400	449	89%	398	449	13	89%	91.5%	390	449	13	87%	89.8%
Pathways	774	725	107%	761	725	19	105%	107.6%	743	725	19	102%	105.1%
Pine Trail	702	786	89%	681	786	40	87%	91.7%	683	786	40	87%	92.0%
Tomoka	772	690	112%	752	690	0	109%	109.0%	754	690	0	109%	109.3%
North Halifax Total	2989	2944		2926	2944	75		101.9%	2906	2944	75		101.3%
Champion	620	720	86%	604	720	70	84%	93.6%	607	720	70	84%	94.0%
Ortona	202	276	73%	211	276	0	76%	76.4%	223	276	0	81%	80.8%
Palm Terrace	632	810	78%	610	810	23	75%	78.1%	613	810	23	76%	78.5%
South Daytona	837	978	86%	844	978	13	86%	87.6%	832	978	13	85%	86.4%
Turie T. Small	529	452	117%	476	452	0	105%	105.3%	487	452	0	108%	107.7%
Westside	593	513	116%	626	777	47	81%	86.6%	661	777	47	85%	91.1%
Central Halifax Total	3413	3749		3371	4013	153		87.8%	3423	4013	153		89.1%
Cypress Creek	808	754	107%	813	754	2	108%	108.1%	810	754	2	107%	107.7%
Horizon	790	725	109%	804	725	6	111%	111.7%	785	725	6	108%	109.1%
Port Orange	398	344	116%	398	344	0	116%	115.7%	386	344	0	112%	112.2%
R. J. Longstreet	427	492	87%	420	492	3	85%	86.0%	435	492	3	88%	89.0%
Spruce Creek	838	805	104%	835	805	46	104%	109.4%	840	805	46	104%	110.1%
Sugar Mill	670	623	108%	633	623	31	102%	106.6%	626	623	31	100%	105.5%
Sweetwater	680	725	94%	652	725	5	90%	90.6%	663	725	5	91%	92.1%
South Halifax Total	4611	4468		4555	4468	93		104.0%	4545	4468	93		103.8%

Level of Service Utilization Charts

SY2019-20

Halifax Planning Area	Prior Year			Current Year					Projected*				
	Actual			Actual					sy2019-20 Projection Model				
	2018/2019			2019/2020					2020/2021				
School	Enroll	Cap	Util	Enroll	Permanent Capacity	Reserve	Util	Util w/ Res	Enroll	Cap	Reserve	Util	Util w/ Res
Middle													
Campbell	871	1126	77%	925	1126	36	82%	85.3%	913	1126	36	81%	84.3%
Creekside	1170	1132	103%	1198	1132	9	106%	106.6%	1226	1132	9	108%	109.1%
Hinson	1009	1066	95%	1040	1066	61	98%	103.3%	1075	1066	61	101%	106.6%
Holly Hill K-8*	1096	1052	104%	1133	1052	0	108%	107.7%	1128	1052	0	107%	107.2%
Ormond Beach	1071	1273	84%	1092	1273	33	86%	88.4%	1127	1273	33	89%	91.1%
Silver Sands	1221	1161	105%	1324	1161	44	114%	117.8%	1398	1161	44	120%	124.2%
Halifax Middle Total	6438	6810		6712	6810	183		101.2%	6867	6810	183		103.5%

Halifax Planning Area	Prior Year			Current Year					Projected*				
	Actual			Actual					sy2019-20 Projection Model				
	2018/2019			2019/2020					2020/2021				
School	Enroll	Cap	Util	Enroll	Permanent Capacity	Reserve	Util	Util w/ Res	Enroll	Cap	Reserve	Util	Util w/ Res
High													
Atlantic	1351	1308	103%	1412	1308	62	108%	112.7%	1481	1308	62	113%	118.0%
Mainland	1896	2376	80%	1854	2376	112	78%	82.7%	1852	2376	112	78%	82.7%
Seabreeze	1656	1747	95%	1559	1747	40	89%	91.5%	1546	1747	40	88%	90.8%
Spruce Creek	2596	2080	125%	2501	2080	11	120%	120.8%	2532	2080	11	122%	122.3%
Halifax High Total	7499	7511		7326	7511	225		100.5%	7411	7511	225		101.7%

Level of Service Utilization Charts

SY2019-20

Southeast Planning Area	Prior Year			Current Year					Projected*				
	Actual			Actual					sy2019-20 Projection Model				
	2018/2019			2019/2020					2020/2021				
School	Enroll	Cap	Util	Enroll	Permanent Capacity	Reserve	Util	Util w/ Res	Enroll	Cap	Reserve	Util	Util w/ Res
Elementary													
Chisholm	401	479	84%	411	568	106	72%	91.0%	402	654	106	61%	77.7%
Coronado Beach	239	282	85%	249	282	2	88%	89.0%	249	282	2	88%	89.0%
Edgewater Public	570	729	78%	510	729	65	70%	78.9%	504	729	65	69%	78.1%
Indian River	612	772	79%	615	772	43	80%	85.2%	629	772	43	81%	87.0%
Read Pattillo	413	493	84%	419	493	86	85%	102.4%	417	493	86	85%	102.0%
Elementary SubTotal	2235	2755		2204	2844	302		88.1%	2201	2930	302		85.4%

Level of Service Utilization Charts

SY2019-20

Southeast Planning Area	Prior Year			Current Year					Projected*				
	Actual			Actual					sy2019-20 Projection Model				
	2018/2019			2019/2020					2020/2021				
School	Enroll	Cap	Util	Enroll	Permanent Capacity	Reserve	Util	Util w/ Res	Enroll	Cap	Reserve	Util	Util w/ Res
Middle													
New Smyrna Beach Mid	1179	1129	104%	1211	1129	150	107%	120.5%	1197	1129	150	106%	119.3%
Middle Total	1179	1128		1211	1129	150		120.5%	1197	1129	150		119.3%

Southeast Planning Area	Prior Year			Current Year					Projected*				
	Actual			Actual					sy2019-20 Projection Model				
	2018/2019			2019/2020					2020/2021				
School	Enroll	Cap	Util	Enroll	Permanent Capacity	Reserve	Util	Util w/ Res	Enroll	Cap	Reserve	Util	Util w/ Res
High													
New Smyrna Beach	1965	2309	85%	1885	2309	246	82%	92.3%	1954	2309	246	85%	95.3%
High Total	1965	2309		1885	2309	246		92.3%	1954	2309	246		95.3%

Level of Service Utilization Charts

SY2019-20

Southwest Planning Area	Prior Year			Current Year					Projected*				
	Actual			Actual					sy2019-20 Projection Model				
	2018/2019			2019/2020					2020/2021				
School	Enroll	Cap	Util	Enroll	Permanent Capacity	Reserve	Util	Util w/ Res	Enroll	Cap	Reserve	Util	Util w/ Res
Elementary													
Deltona Lakes	770	882	87%	743	882	0	84%	84.2%	760	882	0	86%	86.2%
Discovery	605	725	83%	557	725	0	77%	76.8%	551	725	0	76%	76.0%
Enterprise	581	671	87%	565	671	0	84%	84.2%	554	671	0	83%	82.6%
Forest Lake	630	733	86%	589	733	0	80%	80.4%	565	733	0	77%	77.1%
Friendship	431	531	81%	427	531	0	80%	80.4%	425	531	0	80%	80.0%
Osteen	496	764	65%	488	764	56	64%	71.2%	471	764	56	62%	69.0%
Pride	582	765	76%	595	765	30	78%	81.7%	595	765	30	78%	81.7%
Spirit	690	768	90%	661	768	0	86%	86.1%	642	768	0	84%	83.6%
Sunrise	523	731	72%	547	731	0	75%	74.8%	551	731	0	75%	75.4%
Timbercrest	790	722	109%	797	722	0	110%	110.4%	768	722	0	106%	106.4%
Elementary Total	6098	7292		5969	7292	86		83.0%	5882	7292	86		81.8%

Level of Service Utilization Charts

SY2019-20

Southwest Planning Area	Prior Year			Current Year					Projected*				
	Actual			Actual					sy2019-20 Projection Model				
	2018/2019			2019/2020					2020/2021				
School	Enroll	Cap	Util	Enroll	Permanent Capacity	Reserve	Util	Util w/ Res	Enroll	Cap	Reserve	Util	Util w/ Res
Middle													
Deltona	1165	1191	98%	1206	1191	0	101%	101.3%	1194	1191	0	100%	100.3%
Galaxy	1038	1167	89%	1090	1167	0	93%	93.4%	1105	1167	0	95%	94.7%
Heritage Middle	1092	1111	98%	1075	1111	45	97%	100.8%	1040	1111	45	94%	97.7%
Middle Total	3295	3467		3371	3469	45		98.5%	3339	3469	45		97.5%

Southwest Planning Area	Prior Year			Current Year					Projected*				
	Actual			Actual					sy2019-20 Projection Model				
	2018/2019			2019/2020					2020/2021				
School	Enroll	Cap	Util	Enroll	Permanent Capacity	Reserve	Util	Util w/ Res	Enroll	Cap	Reserve	Util	Util w/ Res
High													
Deltona	1678	1860	90%	1666	1860	0	90%	89.6%	1685	1860	0	91%	90.6%
Pine Ridge	1728	1744	99%	1745	1744	53	100%	103.1%	1719	1744	53	99%	101.6%
High Total	3406	3604		3411	3604	53		96.1%	3404	3604	53		95.9%

Level of Service Utilization Charts

SY2019-20

West Planning Area	Prior Year			Current Year					Projected*				
	Actual			Actual					sy2019-20 Projection Model				
	2018/2019			2019/2020					2020/2021				
School	Enroll	Cap	Util	Enroll	Permanent Capacity	Reserve	Util	Util w/ Res	Enroll	Cap	Reserve	Util	Util w/ Res
Elementary													
Blue Lake	564	703	80%	544	703	15	77%	79.5%	549	703	15	78%	80.2%
Citrus Grove	935	764	122%	920	764	22	120%	123.3%	769	764	22	101%	103.5%
DeBary	792	801	99%	814	801	63	102%	109.5%	827	801	63	103%	111.1%
Starke Elementary	419	457	92%	407	457	0	89%	89.1%	420	457	0	92%	91.9%
Freedom	749	782	96%	736	782	74	94%	103.6%	754	782	74	96%	105.9%
George Marks Elem	542	625	87%	490	625	17	78%	81.1%	629	732	17	86%	88.3%
Manatee Cove	714	774	92%	704	774	70	91%	100.0%	717	774	70	93%	101.7%
Orange City	555	539	103%	560	539	15	104%	106.7%	564	539	15	105%	107.4%
Volusia Pines	569	563	101%	560	563	0	99%	99.5%	557	563	0	99%	98.9%
Woodward Avenue	635	630	101%	631	630	0	100%	100.2%	629	630	0	100%	99.8%
Elementary Total	6474	6638		6366	6638	276		100.1%	6415	6745	276		99.2%

Level of Service Utilization Charts

SY2019-20

West Planning Area	Prior Year			Current Year					Projected*				
	Actual			Actual					sy2019-20 Projection Model				
	2018/2019			2019/2020					2020/2021				
School	Enroll	Cap	Util	Enroll	Permanent Capacity	Reserve	Util	Util w/ Res	Enroll	Cap	Reserve	Util	Util w/ Res
Middle													
DeLand	1184	1184	100%	1212	1184	64	102%	107.8%	1183	1184	64	100%	105.3%
River Springs	1264	1352	93%	1246	1352	66	92%	97.0%	1270	1352	66	94%	98.8%
Southwestern	782	880	89%	799	880	4	91%	91.3%	799	880	4	91%	91.3%
Middle Total	3230	3415		3257	3416	134		99.3%	3252	3416	134		99.1%

West Planning Area	Prior Year			Current Year					Projected*				
	Actual			Actual					sy2019-20 Projection Model				
	2018/2019			2019/2020					2020/2021				
School	Enroll	Cap	Util	Enroll	Permanent Capacity	Reserve	Util	Util w/ Res	Enroll	Cap	Reserve	Util	Util w/ Res
High													
DeLand	2721	2860	95%	2765	2860	103	97%	100.3%	2903	2860	103	102%	105.1%
University	2711	2739	99%	2668	2739	111	97%	101.5%	2602	2739	111	95%	99.1%
High Total	5432	5542		5433	5599	214		100.9%	5505	5542	214		103.2%

Level of Service Utilization Charts

SY2019-20

Northwest Planning Area	Prior Year			Current Year					Projected*				
	Actual			Actual					sy2019-20 Projection Model				
	2018/2019			2019/2020					2020/2021				
School	Enroll	Cap	Util	Enroll	Permanent Capacity	Reserve	Util	Util w/ Res	Enroll	Cap	Reserve	Util	Util w/ Res
Elementary													
McInnis	406	420	97%	397	420	0	95%	94.5%	391	420	0	93%	93.1%
Pierson	533	682	78%	517	682	0	76%	75.8%	520	682	0	76%	76.2%
Elementary Total	939	1102		914	1102	0		82.9%	911	1102	0		82.7%
School	Enroll	Cap	Util	Enroll	Permanent Capacity	Reserve	Util	Util w/ Res	Enroll	Cap	Reserve	Util	Util w/ Res
Middle/High													
T. D. Taylor	1154	1544	75%	1126	1544	0	73%	72.9%	1069	1544	0	69%	69.2%
Total	1154	1544		1126	1544	0		72.9%	1069	1544	0		69.2%

Category	
Elementary	27134
Middle	14403
High	18806
Charter Schools	2476
Virtual Schools	113
TOTAL	62932

Capital 5-Year Work Program

	Budget 2019-2020	Forecast 2020-2021	Forecast 2021-2022	Forecast 2022-2023	Forecast 2023-2024
Major Projects - New Construction					
Deltona Mid - Master Plan	55,000,000	-	3,000,000	-	-
George Marks Elm - Master Plan	21,500,000	-	-	-	-
New Smyrna Beach Mid - Cafeteria and Media Center Renovations	1,900,000	-	-	-	-
New Smyrna Beach Mid - HVAC, Ceiling, Lighting and Flooring Campus Wide	3,000,000	7,000,000	6,000,000	6,000,000	-
Orange City Elm - Classroom Addition and Renovations, Site Improvements/Circulation	-	-	-	-	8,000,000
Osceola Elm - Master Plan	2,000,000	24,000,000	2,000,000	5,000,000	-
Starke Elm - Renovations	-	-	4,000,000	-	-
Spruce Creek HS - Classroom Addition and Renovations	-	-	-	3,000,000	10,000,000
Tomoka Elm - Master Plan	-	2,000,000	26,000,000	2,000,000	-
Total Major Projects - New Construction	83,400,000	33,000,000	41,000,000	16,000,000	18,000,000
Projects at Existing Schools and Facilities					
Atlantic HS - Upgrade Switchgear	180,000	-	-	-	-
Atlantic HS - Upgrade HVAC and Lighting Bldg. 6	1,500,000	-	-	-	-
Atlantic HS - Upgrade HVAC Bldgs. 9 and 10, Ceiling, Lighting & Flooring, Replace Auditorium Flooring & Seating	-	-	2,200,000	-	-
Atlantic HS - Campus Wide Reroof	3,200,000	-	-	-	-
Brewster Center - Interior Renovations	-	-	3,000,000	-	-
Blue Lake Elm - Stormwater Drainage Upgrade	660,000	-	-	-	-
Campbell Mid Campus Wide HVAC	700,000	700,000	-	-	-
Creekside Mid - Gutter Replacement	-	-	400,000	-	-
Creekside Mid - Upgrade HVAC Bldgs 6 and 8 and Chiller 1	-	1,850,000	-	-	-
Deland Administrative Complex - Upgrade Data Center Backup Power	25,000	250,000	-	-	-
Debary Elm - Upgrade Cooling Tower, Piping and Heat Pump	1,800,000	-	-	-	-
Deland HS - Upgrade HVAC Bldgs 3, 4, 16	1,200,000	-	-	-	-
Deland HS - Upgrade HVAC, Admin, Clinic, Bldg 19	-	1,200,000	-	-	-
Deland HS - Reroof Bldg 16	75,000	-	-	-	-
Deland Transportation - Fuel Island Canopy	60,000	-	-	-	-
Deland Warehouse - Leases	107,161	109,304	111,490	114,835	118,280
Deltona Lakes Elm - Upgrade Chiller Plant	1,200,000	-	-	-	-
Deltona HS - Upgrade HVAC Controls	200,000	-	-	-	-
Deltona HS - Bus Loop and Drainage Renovations	150,000	-	-	-	-
Deltona Transportation - Site Improvements	-	-	1,500,000	-	-
Facilities Services - Upgrade Chiller Plant	770,000	-	-	-	-
Forest Lake Elm - Replace OAU and Duct Work	-	900,000	-	-	-
Friendship Elm - Replace Intercom	-	-	-	110,000	-
Galaxy Mid - Replace Intercom	175,000	-	-	-	-
Galaxy Mid - Concrete Restroom	125,000	-	-	-	-
Galaxy Mid - Upgrade Door Hardware	-	-	700,000	-	-
Heritage Mid - Upgrade HVAC Bldg 7 and Chiller	1,900,000	-	-	-	-
Heritage Mid - Upgrade Exterior Lighting	180,000	-	-	-	-
Hinson Mid - Campus Wide HVAC	-	-	1,300,000	-	-
Holly Hill School (K-8)- Replace Flooring Bldgs 1,6,7,8 and 10	200,000	-	-	-	-
Indian River Elm - Upgrade HVAC,Ceiling and Lighting Bldgs 2,3,4	-	-	1,750,000	-	-
Indian River Elm - Replace Chiller Bldg 7	150,000	-	-	-	-
Mainland HS - Upgrade Chiller Plant	-	-	175,000	-	-
Mainland HS - Parking Lot Safety, Security and Circulation	200,000	-	-	-	-
Manatee Cove Elm - Campuswide Chiller Pipes	-	-	-	-	1,000,000
McInnis Elm - Replace Fire Alarm	250,000	-	-	-	-
Ormond Beach Elm Reroof Bldg 2	95,000	-	-	-	-
Ormond Beach Elm Upgrade HVAC Bldg 1	350,000	-	-	-	-
Ortona Elm Reroof Bldgs 2-9	450,000	-	-	-	-
Osceola Elm - Replace Fire Alarm	300,000	-	-	-	-
Palm Terrace Elm - Replace Roof	200,000	1,000,000	-	-	-
Pathways Elm - Replace Fire Alarm	-	-	-	250,000	-
Pine Ridge HS Upgrade HVAC, Ceiling and Lighting Bldgs 9 and 10	-	2,000,000	-	-	-
Pine Trail Elm - Replace Gutter and Downspouts	-	-	230,000	-	-
Portables - Lease	100,000	100,000	100,000	100,000	100,000
Portables - Moves & Compliance	400,000	400,000	400,000	400,000	400,000
Port Orange Elm - Replace Second Floor Flooring	75,000	-	-	-	-
Port Orange Elm - Replace Fire Alarm	-	200,000	-	-	-
Port Orange Elm - Reroof Bldg. 1	-	-	410,000	-	-
Port Orange Elm - Remodel Clinic and Office Toilet Rooms	-	-	-	150,000	-
Port Orange Elm - Parking Area	-	-	-	90,000	-

Capital 5-Year Work Program

	Budget 2019-2020	Forecast 2020-2021	Forecast 2021-2022	Forecast 2022-2023	Forecast 2023-2024
Riverview Learning Center - Fire Alarm/Intercom System	-	-	-	225,000	-
Riverview Learning Center - Replace HVAC Controls	-	-	-	40,000	-
Seabreeze HS - HVAC, Ceiling and Lighting Bldg. 1	1,300,000	-	-	-	-
Silver Sands Mid - Security and Administration Relocation	1,900,000	-	-	-	-
Southwestern Mid - Cafeteria Renovations	-	500,000	-	-	-
Southwestern Mid - Reroof Bldg. 6 and 7	210,000	-	-	-	-
Southwestern Mid - Repipe Sewer Bldg 8	150,000	-	-	-	-
Spruce Creek Elm - Upgrade Switchgear	-	-	200,000	-	-
Spruce Creek Elm - Replace HVAC Controls	150,000	-	-	-	-
Sugar Mill Elm - Replace Gutters and Downspouts	-	-	250,000	-	-
Sunrise Elm - Replace Basketball Court	75,000	-	-	-	-
Sunrise Elm - Boiler Replacement and Tower Repair	290,928	-	-	-	-
Sweetwater Elm - Replace Fire Alarm	200,000	-	-	-	-
Sunrise Elm - Campus Wide Reroof	1,480,000	-	-	-	-
T. Dewitt Taylor Middle-High School - Replace Gutters	120,000	-	-	-	-
Timbercrest Elm - Upgrade Chiller Plant	585,525	-	-	-	-
Timbercrest Elm - Replace Loop Boiler	-	-	40,000	-	-
Tomoka Elm - Upgrade Switchgear	500,000	-	-	-	-
Tomoka Elm - Intercom System	-	150,000	-	-	-
Tomoka Elm Upgrade HVAC Bldgs 9, 10, 11	-	1,900,000	-	-	-
Various Schools - Infrastructure for Technology	250,000	250,000	250,000	250,000	250,000
Various Schools - Media Center Retrofits	500,000	1,000,000	1,000,000	1,000,000	1,000,000
Various Schools - Minor Projects	4,000,000	4,000,000	4,000,000	4,000,000	4,000,000
Facilities Review	-	10,000,000	11,000,000	11,000,000	11,000,000
Various Schools - Pavilions	350,000	300,000	300,000	300,000	300,000
Various Schools - Playgrounds	250,000	300,000	300,000	300,000	300,000
Various Schools - Security	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
Various Schools - HS School Athletics	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000
Woodward Elm HVAC Bldg. 2	-	-	-	700,000	-
Total Projects at Existing Schools and Facilities	34,288,614	32,109,304	34,616,490	24,029,835	23,468,280
Facilities Management					
Facilities Management - Various Projects	2,800,000	2,800,000	2,800,000	2,800,000	2,800,000
Total Facilities Management	2,800,000	2,800,000	2,800,000	2,800,000	2,800,000
Technology					
Network, EDP & Communications Equipment	9,000,000	9,000,000	9,000,000	9,000,000	9,000,000
Total Technology	9,000,000	9,000,000	9,000,000	9,000,000	9,000,000
System Wide Equipment and Vehicles					
Various Schools & Departments Vehicles	500,000	500,000	500,000	500,000	500,000
Various Schools & Departments Furniture & Equipment	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Total System Wide Equipment and Vehicles	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
Buses					
Transportation Dept - Bus Replacement	2,745,600	2,520,024	2,236,000	2,236,000	2,236,000
Total Buses	2,745,600	2,520,024	2,236,000	2,236,000	2,236,000
PROJECT TOTALS	\$ 133,734,214	\$ 80,929,328	\$ 91,152,490	\$ 55,565,835	\$ 57,004,280
Transfers					
Transfers - To General Fund	8,554,431	6,554,431	4,554,431	3,637,895	3,329,295
Transfers - To Debt Service	26,973,813	45,466,888	45,446,438	45,426,525	45,408,125
Total Transfers	35,528,244	52,021,319	50,000,869	49,064,420	48,737,420
GRAND TOTAL	\$ 169,262,458	\$ 132,950,647	\$ 141,153,359	\$ 104,630,255	\$ 105,741,700

Capital Projects Details

NAME	2018 - 2019 Expenditures	2019 - 2020 Rebudgets	2019 - 2020 New Budgets
NEW CONSTRUCTION			
Bonner Elm - Master Plan	\$ 490,223	\$ -	\$ -
Chisholm Elm - Replacement	15,926,505	8,341,839	-
Deltona Mid - Master Plan	1,018,615	2,308,792	55,000,000
George Marks Elm - Master Plan	3,154,078	2,642,386	21,500,000
New Smyrna Beach Mid - Cafeteria and Media Center Renovations	-	-	1,900,000
New Smyrna Beach Mid - HVAC, Ceiling, Lighting and Flooring Campus Wide	-	-	3,000,000
Osceola Elm - Master Plan	-	-	2,000,000
Pierson Elm - Replacement	2,602,991	123,091	-
TOTAL NEW CONSTRUCTION	23,192,412	13,416,108	83,400,000
PROJECTS AT EXISTING SCHOOLS AND FACILITIES			
All High Schools - Athletic Facility Leases	29,571	276,484	200,000
Atlantic HS - New Chiller Replaces 2 Old Chillers	743	-	-
Atlantic HS - Upgrade Chillers 4 and 5, HVAC Bldg 3	1,216,477	33,271	-
Atlantic HS - Replace Gym Airhandler	45,813	-	-
Atlantic HS - Replace Exterior Doors	464,954	-	-
Atlantic HS - Upgrade Gym Water Heaters	42,801	-	-
Atlantic HS - Renovations for Aquaculture Lab	223,310	16,671	-
Atlantic HS - Replace Parking Lot Lights	1,009	50,000	-
Atlantic HS - Athletic Field Lighting	87,111	995,664	-
Atlantic HS - Campus Wide Reroof	70,478	211,703	3,200,000
Atlantic HS - New Digital Marquee	13,700	186,613	-
Atlantic HS - Upgrade Fire Alarm and Intercom	75,083	945,100	-
Atlantic HS - Upgrade Courtyard Drainage	1,514	75,000	-
Atlantic HS - Courtyard Improvement	1,514	75,000	-
Atlantic HS - Upgrade Switchgear	-	-	180,000
Atlantic HS - Upgrade HVAC and Lighting Bldg. 6	-	-	1,500,000
Atlantic HS - Replace Track	-	-	350,000
Blue Lake Elm - Campus Wide Roof Repairs and Walkway Covers	41,561	-	-
Blue Lake Elm - Fencing, Cameras, Cipher Locks	1,304	34,504	-
Blue Lake Elm - Stormwater Drainage Upgrade	-	-	660,000
Brewster Center - Replace South Low Roof	1,312	65,000	-
Brewster Center - Electrical Switch Gear Upgrade	2,018	100,000	-
Campbell Mid - Campus Wide HVAC	-	-	700,000
COBI Bonds & CO&DS - Closing Cost & Legal Fees	2,228	-	-
Coronado Beach Elm - Structural Modifications Bldgs 1-3 and 7	14,512	-	-
Creekside Mid - Central Energy Plant & Bldgs 5 & 9	14,095	-	-
Creekside Mid - Upgrade HVAC Bldgs 2 and 10	692,630	-	-
Creekside Mid - Upgrade HVAC Bldgs 1, 3, 10 and Chiller 3	830,854	1,166,415	-
Debary Elm - Campus Wide Elevated Walkway Repairs	4,000	-	-
Debary Elm - Upgrade Cooling Tower, Piping and Heat Pump	-	-	1,800,000
Deland Administrative Complex - Upgrade Data Center backup Power	-	-	25,000
Deland Administrative Complex - Replace Chiller 1	123,270	600	-
DeLand HS - Reroof Media Center	178,303	8,253	-
DeLand HS - Upgrade HVAC Bldgs 12 & 13	58,669	-	-
DeLand HS - Restroom Building	91,887	-	-
DeLand HS - Upgrade HVAC Buildings 10 and 20	314,709	1,742	-
Deland HS - Renovate Track	329,649	35,107	-
Deland HS - Upgrade Auditorium Chiller Plant	234,179	377,931	-
Deland HS - Replace Gym Floors	165,888	38,148	-
Deland HS - Upgrade Fire Alarm and Intercom	26,238	1,300,000	-
Deland HS - Media Center Retrofit	173,979	486,790	-
Deland HS - Install Large Fans in Cafeteria	50,089	-	-
Deland HS - Security Fencing	8,086	77,351	-
DeLand HS - Upgrade HVAC Bldgs 3,4,16	-	-	1,200,000
DeLand HS - Reroof Bldg 16	-	-	75,000
DeLand Mid - Replace Fire Alarm & Intercom	606,239	89,120	-
DeLand Mid - Campus Wide HVAC, Ceiling and Lighting	8,299,623	1,932,449	-
DeLand Mid - Fencing, Cameras, Cipher Locks	25,201	-	-
DeLand Transportation - Fuel Island Canopy	-	-	60,000
DeLand Warehouse - Lease	107,096	102,960	107,161
Deltona HS - Entrance Upgrade & New Sign	2,415	-	-
Deltona HS - Media Center Retrofit	254,280	7,424	-
Deltona HS - Security Fencing	52,107	4,645	-
Deltona HS - Upgrade HVAC Control Systems	2,624	130,000	200,000

Capital Projects Details

NAME	2018 - 2019 Expenditures	2019 - 2020 Rebudgets	2019 - 2020 New Budgets
Deltona HS - Bus Loop and Drainage Renovations	-	-	150,000
Deltona HS - Replace Track	-	-	350,000
Deltona Lakes Elm - Replace Basketball Court Concrete	94,708	9,351	-
Deltona Lakes Elm - Upgrade Chiller Plant	-	-	1,200,000
Deltona Lakes Elm - Covered Playground	-	-	62,500
Deltona Mid - Security Fencing	732	36,266	-
Discovery Elm - Security Fencing	47,536	-	-
Edgewater Elm - Upgrade Generator	25,479	-	-
Edgewater Public - Repair and Coat Roof Building 1	2,849	97,581	-
Enterprise Elm - Replace Upper Cafeteria Roofs	6,711	219,933	-
Enterprise Elm - Replace 55 Ton Chiller	110,639	-	-
Enterprise Elm - Pavilion	-	-	150,000
Facilities Services - Upgrade Chiller Plant	-	-	770,000
Forest Lake Elm - Replace Fire Alarm	12,782	291,974	-
Forest Lake Elm - Security Fencing	47,869	-	-
Freedom Elm - Upgrade BAS Controls	81,207	-	-
Friendship Elm - Replace Fire Alarm	10,458	280,294	-
Galaxy Mid - Campus Wide HVAC, Ceiling, Lighting, Reroofing	2,876,264	38,790	-
Galaxy Mid - Campus Wide Grounding	18,198	83,820	-
Galaxy Mid - Install Large Ceiling Fans in Cafeteria and Multipurpose Room	49,015	-	-
Galaxy Mid - Replace Intercom	-	-	175,000
Galaxy Mid - Concrete Restroom	-	-	125,000
Heritage Mid - Chiller Plant & HVAC Upgrade Bldg 4	95,680	2,100	-
Heritage Mid - Replace Exterior Entrance Doors	5,968	-	-
Heritage Mid - Upgrade HVAC Bldgs 5, 6 and Generator	696,819	1,391,184	-
Heritage Mid - Upgrade HVAC Bldg 7 and Chiller	-	-	1,900,000
Heritage Mid - Upgrade Exterior Lighting	-	-	180,000
Hinson Mid - Security Fencing	49,650	3,400	-
Holly Hill School (K-8) - Upgrade Generator and Automatic Transfer Switch	24,332	-	-
Holly Hill School (K-8) - Coat Domestic Water Line	145,462	-	-
Holly Hill School (K-8) - Fencing, Cameras, Cipher Locks	27,723	-	-
Holly Hill School (K-8) - Upgrade Chiller Plant	619,659	-	-
Holly Hill School (K-8) - Replace Millwork Bldgs. 1-10	292,194	595,365	-
Holly Hill School (K-8) - Replace Flooring Bldgs 1,6,7,8 and10	-	-	200,000
Horizon Elm - Upgrade Main Distribution Panel	3,532	175,000	-
Horizon Elm - Upgrade Generator	30,542	-	-
Horizon Elm - Security Fencing	48,111	-	-
Indian River Elm - Upgrade Cooling Tower, Outside Air and Piping	1,006,439	-	-
Indian River Elm - Roof Replacement Buildings 1 and 4 - 6	704,469	42,820	-
Indian River Elm - Fencing, Cameras, Cipher Locks	(28,562)	-	-
Indian River Elm - Covered Playground	-	-	62,500
Indian River Elm - Replace Chiller Bldg 7	-	-	150,000
Mainland HS - Create Life Skills Lab	78	-	-
Mainland HS - Upgrade Chiller Coils	48,636	-	-
Mainland HS - Upgrade Gym Ceiling and Lighting	43,172	507	-
Mainland HS - Athletic Field Lighting	381	18,860	-
Mainland HS - South and East Perimeter Fencing, cameras, cipher locks	10,697	4,000	-
Mainland HS - LED Lighting Upgrade Campus Wide	13,119	650,000	-
Mainland HS - Parking Lot Safety, Security and Circulation	-	-	200,000
Mainland HS - Athletic Field Lighting	-	-	750,000
McInnis Elm - Upgrade BAS controls	31,543	-	-
McInnis Elm - Reroof Bldg 13	13,434	44,705	-
McInnis Elm - Replace Fire Alarm	-	-	250,000
Minor Projects - Small Projects That Occur During The Year At Various Schools	2,228,575	647,725	4,000,000
New Smyrna Beach HS - Upgrade Cooling Towers	243,871	-	-
New Smyrna Beach HS - Campus Wide Elevated Walkway Repairs	36,840	514,759	-
New Smyrna Beach HS - Roof Access and Exhaust Fans	223	11,035	-
New Smyrna Beach HS - Replace Gutter	62,709	-	-
New Smyrna Beach HS - Upgrade BAS Campus Wide	10,275	408,000	-
New Smyrna Beach HS - Upgrade Auditorium Flooring and Seating	33,355	288,205	-
New Smyrna Beach Mid - Security Fencing	1,634	80,955	-
Orange City Elm - Reroof Bldgs 10 & 11	189,611	-	-
Orange City Elm - Replace Fire Alarm	6,855	299,200	-
Orange City Elm - Security Fencing	747	37,000	-
Ormond Beach Elm - Repair and Coat Roof Bldg 1	3,270	118,452	-
Ormond Beach Elm - Upgrade Cafeteria & Auditorium HVAC	5,766	362	-

Capital Projects Details

NAME	2018 - 2019 Expenditures	2019 - 2020 Rebudgets	2019 - 2020 New Budgets
Ormond Beach Elm - Retrofit Window Moisture Intrusion	382,512	76,633	-
Ormond Beach Elm - Upgrade Main Distribution Panel	90,127	-	-
Ormond Beach Elm - Replace Domestic Water Lines	2,426	120,900	-
Ormond Beach Elm - Upgrade HVAC Bldg 1	-	-	350,000
Ormond Beach Elm - Reroof Bldg 2	-	-	95,000
Ortona Elm - Reroof Walkways @ Bldgs 6,7,8,9	2,555	126,570	-
Ortona Elm - Reroof Bldgs 2-9	-	-	450,000
Osceola Elm - Upgrade Cafeteria HVAC	264,362	-	-
Osceola Elm - Reroof Canopy	82,595	39,827	-
Osceola Elm - Replace Fire Alarm	-	-	300,000
Osteen Elm - Security Fencing	42,069	-	-
Palm Terrace Elm - Replace Flooring and Lighting	305,344	29,761	-
Palm Terrace Elm - Media Center Retrofit	88,248	288,065	-
Palm Terrace Elm - Replace Roof	-	-	200,000
Pathways Elm - Campus Reroof	691,631	-	-
Pathways Elm - Expand Driveway Exit Lanes	11,363	90,655	-
Pine Ridge HS - Entrance Upgrade & New Sign	3,105	-	-
Pine Ridge HS - Campus Wide Reroof	183,874	3,349,040	-
Pine Ridge HS - Replace Chillers 3 and 4, HVAC Bldg 2	1,287,669	-	-
Pine Ridge HS - Upgrade Gym Water Heaters	42,848	-	-
Pine Ridge HS - Renovate Track	337,940	43,095	-
Pine Ridge HS - Upgrade HVAC, Ceiling and Lighting Bldg. 8	181,374	1,365,122	-
Pine Ridge HS - Security Fencing	8,301	110,527	-
Pine Trail Elm - Generator and Automatic Transfer Switch	37,761	-	-
Pine Trail Elm - Electrical Switchgear Upgrade	22,709	155,823	-
Pine Trail Elm - Remove Partition and Replace Millwork Bldgs 1 -5, 7 -9	203,842	-	-
Port Orange Elm - Renovate Group Restrooms	209,581	-	-
Port Orange Elm - Repair Floor Joists, 2nd Floor	3,813	67,600	-
Port Orange Elm - Replace Second Floor Flooring	-	-	75,000
Port Orange Elm - Covered Playground	-	-	62,500
Portables - Moves & Compliance	136,709	268,844	400,000
Pride Elm - Provide Grounding & Surge Protection	26,190	-	-
R.J. Longstreet Elm - Metal Reroof Bldgs. 3-8	13,115	573,490	-
R.J. Longstreet Elm - Extend Parent Pick Up Loop	47,906	362,886	-
R.J. Longstreet Elm - Pavilion	2,018	100,000	50,000
R.J. Longstreet Elm - Covered Playground	-	-	62,500
River Springs Mid - Elevated Walkway Repairs	62,239	39,704	-
River Springs Mid - Security Fencing	28,987	32,536	-
Riverview Learning Center - Moisture Intrusion Stucco Repairs	85,612	69,744	-
Riverview Learning Center - Coat Roof Building 1	2,624	130,000	-
Riverview Learning Center - Upgrade Main Distribution Panel	123,669	-	-
Seabreeze HS - Upgrade Chiller Water Plant	469,417	1,674,167	-
Seabreeze HS - Replace CW Piping Main Loop	136	6,735	-
Seabreeze HS - Window and Door Replacement Bldgs 7 - 11	805,240	-	-
Seabreeze HS - Athletic Field Renovation	240,553	5,276	-
Seabreeze HS - Media Center Retrofit	149,583	2,555	-
Seabreeze HS - Reroof Media Center	5,992	198,045	-
Seabreeze HS - Replace Gym Floor	115,363	48,332	-
Seabreeze HS - Track	19,652	337,412	-
Seabreeze HS - Security Fencing	12,094	150,623	-
Seabreeze HS - HVAC, Ceiling and Lighting Bldg. 1	-	-	1,300,000
Silver Sands Mid - Reroof Low Slopes Bldgs 1-4, 6-8	7,487	283,447	-
Silver Sands Mid - Security Fencing	97,660	4,971	-
Silver Sands Mid - Security and Administration Relocation	-	-	1,900,000
South Daytona Elm - Chiller Plant Upgrade	133,323	-	-
South Daytona Elm - Security Fencing	51,359	-	-
Southwestern Mid - Reroof Bldg. 6 and 7	-	-	210,000
Southwestern Mid - Repipe Sewer Bldg 8	-	-	150,000
Southwestern Mid - Media Center Retrofit	-	-	500,000
Spruce Creek Elm - Upgrade Fire Alarm	40,446	367,627	-
Spruce Creek Elm - Replace HVAC Controls	-	-	150,000
Spruce Creek Elm - Pavilion	-	-	150,000
Spruce Creek HS - 35 Ton A/C Unit on Cafeteria, Controls, & Roof Curb	20,080	-	-
Spruce Creek HS - Press Box Replacement	244,618	2,893	-
Spruce Creek HS - Master Plan	22,991	895,275	-
Spruce Creek HS - Replace Chillers 1 and 2	9,082	450,000	-

Capital Projects Details

NAME	2018 - 2019 Expenditures	2019 - 2020 Rebudgets	2019 - 2020 New Budgets
Spruce Creek HS - Replace Track	-	-	350,000
Starke Elm - Coat Roof Bldgs 11 - 14 and Reroof Media Center Canopies	23,355	221,489	-
Starke Elm - Restroom Building	101,749	-	-
Starke Elm - Fencing, Cameras, Cipher Locks	1,390	-	-
Starke Elm - Reroof Media Center	3,027	150,000	-
Sugar Mill Elm - Upgrade Chillers 1 and 2	31,082	-	-
Sugar Mill Elm - Upgrade Generator	31,720	-	-
Sugar Mill Elm - Extend Parent Loop	48,106	31	-
Sunrise Elm - Campus Wide Reroof	2,232	56,116	-
Sunrise Elm - Upgrade Cafeteria and Kitchen HVAC	2,264	99,500	-
Sunrise Elm - Replace Basketball Court	-	-	75,000
Sunrise Elm - Boiler Replacement and Tower Repair	-	-	290,928
Sunrise Elm - Campus Wide Reroof	-	-	1,480,000
Sweetwater Elm - New Track	10,134	92,920	-
Sweetwater Elm - Replace Fire Alarm	-	-	200,000
T. Dewitt Taylor Middle-High School - Moisture Intrusion and Stucco Repairs	53,734	-	-
T. Dewitt Taylor Middle-High School - Renovate Building 11	166,146	73,898	-
T. Dewitt Taylor Middle-High School - Storm Water Systems Repairs	148,816	80,725	-
T. Dewitt Taylor Middle-High School - Sports Field Lighting	84,681	200	-
T. Dewitt Taylor Middle-High School - Replace Gutters	-	-	120,000
Timbercrest Elm - Restroom Building	106,701	4,699	-
Timbercrest Elm - Upgrade Chiller Plant	-	-	585,525
Tomoka Elm - Upgrade Switchgear	-	-	500,000
Transportation - Daytona - Upgrade Site Lighting With New LED Fixtures	52	-	-
Turie T. Small Elm - Fencing, Cameras, Cipher Locks	2,382	-	-
University HS - Athletic Field Lighting	456,125	36,036	-
Various Schools - High School Athletics	5,853	290,000	1,000,000
Various Schools - Infrastructure for Technology	150,261	207,531	250,000
Various Schools - Security	894,740	2,036,421	2,000,000
Various Schools - Safety and Security of School Buildings	159,900	2,052,666	-
Various Schools - Leased Portables	79,151	31,649	100,000
Westside Elm - Renovations & Addition	8,490,895	9,433,549	-
TOTAL PROJECTS AT EXISTING SCHOOLS AND FACILITIES	43,589,067	41,951,199	34,288,614
FACILITIES MANAGEMENT			
MOVED TO SPECIFIC PROJECTS AT END OF YEAR	-	-	2,800,000
TOTAL FACILITIES MANAGEMENT	-	-	2,800,000
TECHNOLOGY			
ERP Software - Enterprise Resource Planning	4,595,720	1,967,296	-
SIS Software Systems - New District Student Information System	1,365,058	2,883,092	-
Various Schools & Depts - District Wide Technology Equipment	8,691,530	1,743,258	9,000,000
TOTAL TECHNOLOGY	14,652,309	6,593,646	9,000,000
SYSTEM WIDE EQUIPMENT AND VEHICLES			
School & Department Equipment & Vehicles	598,535	1,071,351	1,500,000
TOTAL SYSTEM WIDE EQUIPMENT AND VEHICLES	598,535	1,071,351	1,500,000
BUSES			
Transportation - Buses	4,293,538	602,096	2,745,600
TOTAL BUSES	4,293,538	602,096	2,745,600
TRANSFERS			
Transfer to General Fund for Qualified Expenditures	9,446,256	-	8,554,431
Transfer to Debt Service Fund	24,635,187	-	26,973,813
TOTAL TRANSFERS	34,081,443	-	35,528,244
TOTAL 2018-2019 EXPENDITURES	\$ 120,407,304		
TOTAL 2019-2020 REBUDGETS (PROJECTS IN PROGRESS)		\$ 63,634,400	
TOTAL 2019-2020 NEW BUDGETS			\$ 169,262,458

SCHOOL IMPACT FEE COLLECTIONS AND EXPENDITURES

*Expenditures	FY 18	FY 19	FY 20 (Through 01/2020)
Chisholm Elementary Replacement School	\$318,441.42	\$4,756,891.00	
Westside Elementary Addition	\$45,199.45		\$831,863.00
Deltona Middle School Master Plan	\$15,066.48	\$557,449.03	\$392,967.31
George Marks Elementary Master Plan		\$583,263.62	\$1,224,038.52
Debt Service Associated with Creekside MS (Port Orange) and University HS (Orange City)	\$2,407,341.25	\$516,379.06	
Total Expenditures	\$2,786,048.60	\$6,413,979.71	\$2,448,842.52

*Impact Fee Expenditures are for New Additional Capacity

Impact Fee Collections	FY 18	FY 19	FY 20 (Through 01/2020)
Total Collections	\$5,337,844.30	\$8,462,610.07	\$6,278,387.72