

## CITY OF PORT ORANGE

1000 CITY CENTER CIRCLE  
PORT ORANGE, FLORIDA 32129  
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[www.Port-Orange.org](http://www.Port-Orange.org)

May 15, 2006

### GOLF COURSE BOARD OF DIRECTORS MEETING

The Regular Meeting of the Port Orange Golf Course Board of Directors will be held on Tuesday, May 23, 2006, at 4:30 p.m. in the City Manager's Conference Room, Port Orange City Hall, 1000 City Center Circle, Port Orange, Florida.

Sincerely,

Kenneth W. Parker  
City Manager

kwp/rlg

cc: Allen Green, Board Member  
Margaret Roberts, City Attorney  
John Shelley, Finance Director  
Jan Parsons, Assistant Public Works Director  
Scott Abell, KemperSports  
Jim Hahn, KemperSports  
Donald Koerner, The Golf Club at Cypress Head  
Shirley Kelly, Deputy City Clerk

AGENDA  
GOLF COURSE BOARD OF DIRECTORS  
CITY OF PORT ORANGE  
CITY MANAGER'S CONFERENCE ROOM  
1000 CITY CENTER CIRCLE  
PORT ORANGE, FLORIDA 32129

May 23, 2006  
4:30 p.m.

CALL TO ORDER

ROLL CALL

DISCUSSION/ACTION

1. Financial Report
2. Evaluation Report
3. Discussion of Cell Tower at Cypress Head

OTHER BUSINESS

ADJOURNMENT



May 10, 2006

Jan Parsons  
City of Port Orange  
100 City Center Circle  
Port Orange, FL 32129

Dear Jan:

The following is a summary report for the month of April at Cypress Head. The narrative summary will help give you a look into what took place during the month. Attached you will also find the monthly financial income statement for your review.

**Overview of Month:**

April was a very busy month. The number of rounds for the month easily exceeded the budget, as it was very dry with no days lost to weather. Prime tee times remained in high demand as they did all winter long. Hotel bookings and regular leagues along with several small outings and tournaments kept us very active throughout the month. We hosted a group from the Villages (62) golfers on Sunday April 23<sup>rd</sup> and on the 29<sup>th</sup> a group of (58) for football coach George O'Leary and the UCF Knights. During the month we held a MGA Member Guest with over (100) participants, which included a steak dinner following play. We also did very well with non-golf events including a wedding with (110) guests on the 15<sup>th</sup> and a couple other smaller parties ranging from (25) to (40) guests. As a result to all of this, we were able to easily exceed our budgeted monthly revenue and surpass our budgeted NOI and continue to move further ahead of our budgeted YTD/NOI.

<u>April</u>	<u>Actual</u>	<u>Budget</u>	<u>PY</u>
Revenue	\$202,360	\$185,193	\$189,225
Payroll	\$62,818	\$61,198	\$58,587
COGS	\$19,918	\$17,841	\$20,806
Monthly Expenses	\$50,534	\$57,515	\$46,215
<b>NOI / less Mgt. Fee &amp; Int.</b>	<b>\$46,517</b>	<b>\$26,065</b>	<b>\$41,269</b>
Rounds	6,590	6,100	6,334
Average rate	\$22.11	\$22.34	\$21.63

**Net Income YTD vs. Budget**

Ahead of budget by \$64,015

### **Revenue Breakdown**

- Rounds played were 6,590 7% over our budget of 6,100, and 4% over last year, 6,334 rounds.
- Green Fee & Cart Fee - \$145,735 vs. a budget of 136,248 over 7%, compared to last year \$136,990, over 6%.
- Merchandise - \$10,954 compared to \$11,050 budget, under less than 1%, compared to last year \$11,428 under 4%.
- Driving Range – \$5,154 compared to \$5,200 budget, under less than 1%, compared to last year \$5,396 under 4%.
- Food & Beverage - \$33,964 compared to \$26,480 budget, over 28%, compared to last year \$28,769 over 18%.
- City Sur-Charge - \$5,809 compared to \$5,600 budget, over 4%, compared to last year \$5,883 under 1%.

### **Payroll / Expenses Breakdown**

We did see some savings in expenses by being as efficient as possible. These savings occurred in G&A at \$1,914 and in C&G at \$5,290. In G&A we saw most of this from outside services, insurance, and travel. This has to do mostly with timing issues, as we will see some expenses relating to this show up in future months. In course & grounds the big saving was in Fertilizer, we had \$5,000 budgeted and only used \$594. This is also a timing issue in which we may see this expense show up in upcoming months as needed.

- Payroll - \$62,818 vs. a budget of \$61,198 over 3%
- Expenses - \$50,534 vs. a budget of \$57,515 under 14%
- Merchandise Cog's were 57%
- Food & Beverage Cog's were 40% food, 40% beverage

### **Golf Course**

The biggest issue we faced in April is that it was an extremely dry month. Due to the normal warming conditions that we usually see in the spring, along with the extreme dryness, we are experiencing rapid transition. Most noticeable, we saw the greens show areas of wilting winter grass, exposing the dormant Bermuda grass beneath. It has given the greens a spotted look compared to the beautiful consistent appearance we had all winter long. With transition taking place, we will see improvement as we move through May. We will be aerifying and topdressing the greens on May 11th.

Fairways and tees due to higher cuts have better protection and less wilting however there are a few areas that have been affected. Overall the course looks fair considering the drought we are in. Conditions should continue to hold up to the traffic that we are seeing as we begin to move closer to summer season.

### **Projects**

- Refreshing the landscaping around the course with new pine straw
- Have ordered the new carpeting for the restaurant from Diversified Carpeting. We are waiting for delivery and installation, which was estimated to be during the first half of May.
- Received an update from our contact Blackfoot Research Group for revised plans and pricing for drain repairs around the golf course. They will do the work at \$545.24 per catch basin. We are required to acquire two more quotes before proceeding with this project. We will proceed accordingly.

## Marketing

- We continue to offer Internet tee times through our web site and conducting e-mail marketing with e-mail blast.
- Kate continues to reach out to the community in efforts to drive more business to Cypress Head. Business leads include Daytona Beach CVB, Daytona USA, Port Orange/South Daytona Chamber, Port Orange YMCA, and Port Orange Community Trust.
- The motel/hotel association's golf coordinator is working together with Kate to create spring and summer golf packages.
- We are using print advertising to promote our web site. All media includes golf academy information.
- Kate continues to work with the Beachside Hotel/Motels such as the Bahama House, Ocean Court, Perrys' Resort, ect. We are booking tee times and small outings.

## Weather

The weather for April was slightly cooler but very dry:

- Lows averaged 54.2°F vs. a historical average of 58°F, highs averaged 77.5°F vs. a historical average of 80°F.
- Rainfall was 1.1 inches vs. a historical average of 2.54 inches.

## Summary

In April the drought conditions seem to have been our biggest obstacle. We seem to have gone from one extreme to the other in a very short time frame. Since October we have seen weather conditions go from very wet to extremely dry, creating differing challenges in course and grounds maintenance. We will continue to address these varying conditions.

We remain confident that business will stay strong as we move closer to summer. As usual we will operate the facility as efficiently as possible without sacrificing the quality of the experience at Cypress Head.

If you have any comments or suggestions, please do not hesitate to call.

Sincerely,

James K. Hahn  
Senior Vice President of Operations  
KemperSports Management

CC: Steve Skinner

# *The Golf Club at Cypress Head*

**DATE: 5/10/06 EVALUATION**

**Operated by  
KEMPERSPORTS Management**

<b>Course:</b>	<b>The Golf Club at Cypress Head</b>
<b>Contract Administrator</b>	<b>Jan Parsons/Chris Kucera</b>
<b>KSM Representatives</b>	<b>Jim Hahn</b>
<b>General Manager</b>	<b>Don Koerner</b>
<b>Superintendent</b>	<b>Dennis Pickavance</b>

**Prepared by:**  
**Kemper Sports Management, Inc.**  
**500 Skokie Blvd. Suite 444**  
**Northbrook, IL. 60062**

## 1. Pro Shop

### Evaluation

A. Cleanliness/Orderly	5.8	10/05	5.9	04/06
	5.8	11/05	0.0	05/06
B. Appearance	5.8	12/05	0.0	06/06
	5.8	01/06	0.0	07/06
C. Displays	5.8	02/06	0.0	08/06
	5.9	03/06	0.0	09/06
D. Inventory				

#### Comments:

#### Overall, shop looks nice and orderly

- On going - Clean & orderly – Good 4/06
- On going - Well stocked – Good 4/06
- On Going – Exit lights properly lit – Good 4/06

## 2. Administrative Offices

### Evaluation

A. Cleanliness/Orderly	5.9	10/05	5.9	04/06
	5.9	11/05	0.0	05/06
B. Appearance	5.9	12/05	0.0	06/06
	5.9	01/06	0.0	07/06
C. Equipment	5.9	02/06	0.0	08/06
	5.9	03/06	0.0	09/06

#### Comments:

#### Overall satisfactory, all 3 offices are neat & organized

- On going - Organized & Presentable - Good 4/06

## 3. Restaurant / Bar

### Evaluation

A. Cleanliness/Orderly	6.3	10/05	6.0	04/06
	6.3	11/05	0.0	05/06
B. Appearance	6.2	12/05	0.0	06/06
	6.1	01/06	0.0	07/06
C. Tables and Chairs	6.1	02/06	0.0	08/06
	6.0	03/06	0.0	09/06

#### Comments:

- Carpeting in Grill Room needs replacing.

#### Overall restaurant is cleaner and brighter & continuing to improve

- On Going - Carpet cleaning – in need of replacement 4/06
- On Going - Review last Health Dept. inspections - Good 4/06
- On Going - Coolers clean inside & out - Good 4/06
- On Going – Vents are due to be bleached and/or painted – Good 4/06
- On Going – Air return vent cleaned over bar entrance – Good 4/06
- 1/05 – Carpet needs replacing. Will investigate pricing – by 2/05 – Project on hold due to city investigating possibility of banquet room to meet hurricane shelter status. 1/05 – Waiting for word from the city on progress of their investigation. - 2/05. At the March golf board meeting the status is still the same until further notice. 3/05. We have decided to move forward And get pricing for new carpeting – Quotes by 1/06 – We have set up appointments in January to get quotes from carpet installers. Report findings by 2/06 – We are still waiting for final quotes from two carpet companies, hope to have final decision made for installation by 3/06. Had trouble getting a third quote. Waiting from newly contacted Trott Carpet. As soon as we get word from them we hope to make a decision to proceed. By 4/06 – We are proceeding with Diversified Carpeting to do the job. They have ordered the carpeting and plan to install by the first part of May – Update by 5/06 – Diversified Carpeting still waiting for delivery of the clubhouse carpet, will install as soon as they receive it - 5/06



<u>4. Banquet Room</u>	<u>Evaluation</u>			
A. Cleanliness/Orderly	5.2	10/05	5.2	04/06
	5.2	11/05	0.0	05/06
B. Appearance	5.2	12/05	0.0	06/06
	5.2	01/06	0.0	07/06
C. Tables and Chairs	5.2	02/06	0.0	08/06
	5.2	03/06	0.0	09/06

**Comments:**

- Curtains in storage areas replaced, waiting for word from city about expansion to the Banquet room before we proceed with any improvements.

**Overall room is in stable condition**

- **On Going** - Vacuum edges of walls & in corners - Good 4/06
- **On Going** - Cleaning & appearance of fans & light fixtures - Good 4/06
- **On Going** - Check if courtyard drainage is functioning - Good 4/06
- **On Going** - Clean vinyl, good 4/06
- **On Going** - Check for paint bubbling and leaks - Dry at the moment - 4/06
- **2/06** - We are seeing new bubbling, rust stains, and hairline cracks in the cement pillars. We will have someone out to check the situation - by 3/06 - Unable to contact anyone yet. Will try to get to it this month - by 4/06 - We had several ripped screens replaced by a private contractor, Dave Cooke. He checked the leak situation in the banquet room and discovered the gutters were plugged and was causing a backup. We will keep an eye on the situation to see if it continues. Update by 5/06 - Dry and not being tested due to weather conditions, update - 6/06

<u>5. Kitchen</u>	<u>Evaluation</u>			
A. Customer Service	6.1	10/05	6.1	04/06
	6.1	11/05	0.0	05/06
B. Cleanliness	6.1	12/05	0.0	06/06
	6.1	01/06	0.0	07/06
C. Equipment	6.1	02/06	0.0	08/06
	6.1	03/06	0.0	09/06

**Comments:**

**Overall kitchen is in good working order**

- **On Going** - Review last Health Dept. inspections - Good 4/06
- **On Going** - Food stored properly - Good 4/06
- **On Going** - Clean & Presentable - Good 4/06

<u>6. Club House Restrooms / Hallway</u>	<u>Evaluation</u>			
A. Cleanliness	6.2	10/05	6.2	04/06
	6.2	11/05	0.0	05/06
B. Equipment	6.2	12/05	0.0	06/06
	6.2	01/06	0.0	07/06
C. Appearance	6.2	02/06	0.0	08/06
	6.2	03/06	0.0	09/06
D. Odor				

**Comments:**

**Overall clean and orderly**

- On Going – Clean & Presentable – Good 4/06
- On Going – Odor free – Good 4/06
- On Going – Vents in ceiling of men and ladies room needs cleaning – Good 4/06

<u>7. Entrance/Ext. Clubhouse/Cart Barn</u>		<u>Evaluation</u>			
A. Landscape		6.2	10/05	6.2	04/06
		6.2	11/05	0.0	05/06
B. Signage		6.2	12/05	0.0	06/06
		6.2	01/06	0.0	07/06
C. Parking Lot		6.2	02/06	0.0	08/06
		6.2	03/06	0.0	09/06
D. Cement Walkways					

**Comments:**

**Overall the clubhouse and it's surrounding area is clean and orderly**

- On Going – Replace beds of annuals – good 4/06
- On Going – Fascia board & Trim in need of cleaning – good 4/06
- On Going – Clean Windows – good 4/06
- On Going – Litter free, cigarette butts – good 4/06
- On Going – Dirt and cob webs off of building – good 4/06
- On Going – Landscaping appearance, trimming & weed free – good 4/06

<u>8. First Tee Area / Putting Green / Range</u>		<u>Evaluation</u>			
A. Cut		6.4	10/05	6.5	04/06
		6.4	11/05	0.0	05/06
B. Health		6.4	12/05	0.0	06/06
		6.5	01/06	0.0	07/06
C. Starter Area		6.5	02/06	0.0	08/06
		6.5	03/06	0.0	09/06
D. Bag Drop					

**Comments:**

- Bull Arm fixtures on Range Light poles rotten and need to be replaced

**Overall the first tee area is well kept and attractive**

- On Going – Edge & Pine Straw all beds around benches & lights – Good 4/06
- On Going – Bag Drop Stand clean & orderly – Good 4/06
- 10/05 – Proceeding with having the Bullhorn fixture arms repaired. We have processed the Purchase Order and waiting for Buchanan Electric to schedule a date upon receiving the materials needed for the repairs. Progress report by 11/05 – Bull arm fixtures have been ordered and we are waiting for delivery to Buchanan and word for completion of project. By 12/05 – Project of replacing Bull Arm fixtures holding the lights on the range light poles was completed on 12/7/05.

<u>9. Tee Conditions-Overall</u>		<u>Evaluation</u>			
A. Cut		6.6	10/05	6.5	04/06
		6.6	11/05	0.0	05/06
		6.6	12/05	0.0	06/06
B. Health		6.6	01/06	0.0	07/06
		6.5	02/06	0.0	08/06
C. Appearance		6.5	03/06	0.0	09/06
D. Playability					

**Comments:**

- The fourth and sixteenth tee box has improved and does not need to be rebuilt at this time
- Due to present maintenance practices the need for sand buckets at our par three tees is not necessary

**Overall the tee boxes are very healthy and visually pleasing**

- On Going – Divots continue to be filled on a regular basis - Good 4/06

- **On Going** – Quality of Cut – Good 4/06
- **On Going** – Color & appearance – Good 4/06
- **On Going** - Conditions because of wear and tear from heavy play – Fair due to transition and wear and tear - 4/06
- 3/05 – We plan on enlarging the white tee on hole # 4. Dennis and his crew has already begun by spraying out the palmettos so they will be able to take them out easier. In the next couple months we will proceed with this project. Target for completion by 6/06

<u>10. Fairway Conditions</u>	<u>Evaluation</u>			
A. Cut	6.5	10/05	6.6	04/06
	6.6	11/05	0.0	05/06
B. Health	6.6	12/05	0.0	06/06
	6.6	01/06	0.0	07/06
C. Appearance	6.6	02/06	0.0	08/06
	6.6	03/06	0.0	09/06
D. Playability				

**Comments:**

**Overall the fairways are very healthy**

- **On Going** – Quality of cut, density, & playability – Good 4/06
- **On Going** – Color & Appearance – Good 4/06
- **On Going** – Weed control – Good 4/06
- **On Going** – Quality and consistency of Winter over-seed – Going through transition 4/06
- **On Going** – Conditions of fairways for wetness and mowing schedules being kept – Good 4/06
- 4/06 – Have begun aerification and verticutting for spring – Finish by 5/06 – Finished 5/06

<u>11. Primary Rough Conditions</u>	<u>Evaluation</u>			
A. Health	6.2	10/05	6.3	04/06
	6.2	11/05	0.0	05/06
B. Cut	6.3	12/05	0.0	06/06
	6.3	01/06	0.0	07/06
C. Appearance	6.3	02/06	0.0	08/06
	6.3	03/06	0.0	09/06
D. Playability				

**Comments:**

**Overall the rough is very healthy and consistent**

- **On Going** - Pine straw beds – good 4/06
- **On Going** – Quality of cut, density, & playability – good 4/06
- **On Going** – Color & Appearance – good 4/06
- **On Going** – Weed control – good 4/06
- **On Going** – Conditions of rough for wetness and mowing schedules being kept – Good 4/06
- 4/06 – Aerifying for the spring – Finish by 5/06 – Finished 5/06

**12. Common Rough Conditions** Evaluation

A. Health	5.1	10/05	5.5	04/06
	5.3	11/05	0.0	05/06
B. Cut	5.4	12/05	0.0	06/06
	5.4	01/06	0.0	07/06
C. Appearance	5.4	02/06	0.0	08/06
	5.5	03/06	0.0	09/06
D. Playability				

**Comments:**

- **On Going Problem** - Drainage work is needed in areas Wet areas will continue to be our biggest challenge on the golf course
- **On Going** – Palmettos along right side of #11, need to always continue trimming – good 4/06
- **On Going** – Conditions for wetness and mowing schedules being kept on areas bordering the course – Good - 4/06
- **On Going**– Pine straw areas – Good 4/06
- **9/05-** Looking to repair the sunken drains around the course. We have a quote of \$10,000 to repair 20 drains. We have contacted Ken Parker and he has instructed the City engineers to contact us to investigate the situation before we proceed. Hope to have information to proceed forward by 9/05 – update by 9/05 – We have learned the project has expanded and will require more engineering in the form of surveys which will greatly add to the cost of this project. Would like to discuss with the golf board at the October meeting. Results by 11/05 – Due to the added cost and the scope of the work involved in redoing the drains we are reassessing the project to possibly do just the ones that require the most attention. Reassessment by 1/06 – Project remains on hold and needs to be discussed during the January Board meeting. Update 2/06 – We are moving forward with plans to repair the drains. We will get with the city engineering for plans and approvals to move forward. Update by 3/06, target date for finalizing and starting the project by 5/06 – City has indicated the plans originally submitted to them by our contact, Blackfoot Research Group, is sufficient along with the surveys of the final grade. We are waiting for a revised plan from them. Further update 4/06 – New quote is at \$545.24 per catch basin. The scope of the project is to remove the old basins, rebuild with 12 inch A.D.S. pipe, and #89 stone, sod disturbed areas around the basins with 419 sod, and replace iron grates with plastic. We need approval to order the work to be done. We would like to discuss at the April board meeting. Update by 5/06. – We are continuing with getting two more quotes before we can proceed per our discussion at the board meeting – Update by 6/06
- **12/05** – Dennis has begun clearing out thick scrubby areas around the golf course. He has done work on #10, #11, #13, and #15. He will continue this for the next several months ending at the fourth hole left woods. Update on the progress by 2/06 – Dennis continues to clear areas now on the front 9, was on #9 during our inspection clearing thick areas left of the fairway. Update 4/06 – Currently on hole #4 and at the final phase of the clearing for this year.
- **3/06** – We have observed the scum on the ponds on hole #17. It is noticed that it is turning brown due to the last treatment done in February, and should soon disappear from the surface. We will keep a watchful eye on the situation. Update by 4/06 – Appears to have disappeared - 3/06

**13. Greens Conditions** Evaluation

A. Health	6.7	10/05	6.7	04/06
B. Cut	6.7	11/05	0.0	05/06
	6.7	12/05	0.0	06/06
C. Appearance	6.8	01/06	0.0	07/06
	6.8	02/06	0.0	08/06
D. Playability	6.7	03/06	0.0	09/06

**Comments:**

- Overall we continue to have healthy and good rolling greens
- **On Going** - Continue to treat the Ferry Rings on holes 1, 6, & now 17 with chemicals and cultural practices – Good 4/06
- **On Going** - Report of progress & treatments of the ferry rings by Superintendent Dennis Pickavance – Up to Date 4/06
- **On Going** – Smoothness & speed of ball roll – Good 4/06
- 7/05 – John Foy from the USGA did the site visit July 6 2005. – Report is underway by 8/05 – Received report, overall seems to be in agreement with our direction – 7/05
- **On Going** – Condition and consistency of the over-seed – Transition taking place, many brown areas due to dryness- 4/06

<b>14. Bunkers</b>	<b>Evaluation</b>			
A. Appearance	6.2	10/05	6.3	04/06
	6.3	11/05	0.0	05/06
B. Texture	6.3	12/05	0.0	06/06
	6.3	01/06	0.0	07/06
C. Playability	6.3	02/06	0.0	08/06
	6.3	03/06	0.0	09/06
D. Conditions				

**Comments:**

Overall the bunkers, especially waste bunkers have made great strides

- **On Going** – Bunkers, edged & raked – Good - 4/06
- **On Going** - Waste bunker weed free & cultivated – Good -4/06
- **On Going** – Bunkers dry and able to be maintained - Good – 4/06
- **On Going** – Waste bunkers dry enough to maintain – Good 4/06

<b>15. Course Restrooms</b>	<b>Evaluation</b>			
A. Cleanliness	6.2	10/05	6.2	04/06
	6.1	11/05	0.0	05/06
B. Equipment	6.0	12/05	0.0	06/06
	6.0	01/06	0.0	07/06
C. Appearance	6.2	02/06	0.0	08/06
	6.2	03/06	0.0	09/06
D. Odor				

**Comments:**

Overall these rest rooms are clean and odor free

- **On Going** - Touch up paint on inside walls & floor – In need on floors, by 1/06 – We will be painting in January and February – Done 3/06 – Good – 4/06
- **On Going** – Clean & Presentable – Good 4/06
- **On Going** – Odor free – Good 4/06
- **On Going** – Cleaning schedule being kept – Good 4/06
- **On Going** – Outside appearance, roof and walls and floor outside - Good 4/06
- 12/05 – Floors and doors need a new coat of paint – By 2/06 – Weather has been to cool to paint. We have begun a more aggressive cleaning program with the rangers to maintain the restrooms, and adding air fresheners to enhance the cleaner effect. We plan on painting toward the end of February and into March needing several days of warmer and drier weather for the paint to cure correctly. Finish painting weather permitting by 4/06 – Completed painting the floors and walls, will complete the doors by 4/06 – complete 3/06

<b>16. Cart Paths</b>	<b>Evaluation</b>			
A. Edging	6.2	10/05	6.2	04/06
	6.2	11/05	0.0	05/06
B. Trimming of shrubs	6.2	12/05	0.0	06/06
	6.2	01/06	0.0	07/06
C. Tee Signs / Beds	6.2	02/06	0.0	08/06
	6.2	03/06	0.0	09/06
D. Curbing / Corners				

**E. Bridges**

**Comment:**

**Overall paths are looking very clean**

- **On Going** - Drop off / pot holes along the path, flexi stakes to keep carts off -- good 4/06
- **On Going** - Tee sign beds, weed control & fresh pine straw -- good 4/06
- **On Going** - Edge cart paths - Good 4/06
- **On Going** - Palmetto control along cart paths -- Good 4/06
- 3/06 -- Due to an irrigation leak on hole #1, a section of the cart path needed to come out. We will be replacing- by 4/06  
Done 4/06

**17. Fertilizer & Chemical Program**                      **Evaluation**

A. Records	6.2	10/05	6.2	04/06
	6.2	11/05	0.0	05/06
B. Up-Date	6.2	12/05	0.0	06/06
	6.2	01/06	0.0	07/06
C. Per Maintenance Plan	6.2	02/06	0.0	08/06
	6.2	03/06	0.0	09/06
D. Material Storage				

**Comments:**

- Fertilization tank still ruptured but not needed at this time

**Overall in good order**

- **On Going** - All application schedules are being followed - Good 4/06
- **On Going** - All records are up to date - Good 4/06
- **On Going** - All materials are stored properly and orderly -- Good 4/06
- 2/06 -- We got a great deal on a Fertilization tank and it has been replaced for \$250

**18. Maintenance Equip. Fleet Conditions**                      **Evaluation**

A. Preventative Care	6.6	10/05	6.6	04/06
	6.6	11/05	0.0	05/06
B. Appearance	6.6	12/05	0.0	06/06
	6.6	01/06	0.0	07/06
C. Storage Area	6.6	02/06	0.0	08/06
	6.6	03/06	0.0	09/06
D. Maintenance				

**Comments:**

**Overall we're seeing improvements**

- **On Going** - Track all repairs on every piece of equipment in the fleet - Good 4/06
- **On Going** - Work stations are neat and orderly - Good 4/06
- 5/06 - Working on replacing the Budgeted equipment, Front End Loader Tractor, One GATOR Utility Vehicle, Blower, & Spreader. We should be seeing approval at the City Council meeting in May -- Update by 6/06

**19. Maintenance Facility**                                              **Evaluation**

A. Surrounding Compound	6.0	10/05	6.0	04/06
	6.0	11/05	0.0	05/06
B. Offices & Break Room	6.0	12/05	0.0	06/06
	6.0	01/06	0.0	07/06
C. Safety Hazards	6.0	02/06	0.0	08/06

**D. Pump House Cleanliness**

**Comments:**

- Both Maintenance Building & the pump house could use exterior painting
- Superintendent Dennis Pickavance is comfortable with the security at the pump house and we feel it is not necessary to proceed at this time with the security fence and containment barriers. It may be necessary in the future as the population increases in the area.

**Overall building is in good condition and functional**

- **On Going** - Overall appearance of compound , cleaning up debris such as pipe, old tires, old equipment ect. And removing it from the site – Good 4/06
- **On Going** –Leaks - None 4/06 (no rain either)

**20. Golf Cart Fleet**

**Evaluation**

	6.5	10/04	6.4	04/05
<b>A. Appearance</b>	6.5	11/04	0.0	05/05
<b>B. Mechanical function</b>	6.5	12/04	0.0	06/05
	6.4	01/05	0.0	07/05
<b>C. Batteries Watered</b>	6.4	02/05	0.0	08/05
	6.4	03/05	0.0	09/05

**Comments:**

- The Golf Carts are in their second season and holding up well to the heavy use.
- Moving into the third year in February we will more than likely see increased problems with dead batteries and various maintenance issues due to the heavy usage they have encountered.

**Overall carts are about average for the use they have recieved**

- **On Going** - The carts will enter their third season in February and continue to be maintained by the Cypress Head Cart staff with records of maintenance work recorded – Good but aging 4/06

The purpose of the evaluation is to assure that the golf course continues to move forward in a positive direction, and if there are weaknesses, we address them as soon as possible.

The final ratings will be based on the categories listed, plus the feeling, ideas and experience of the raters. Any suggestions or changes made by the raters should be addressed at once. The ratings are based on a scale of 1 – 10.

**Rating Summary:**

**Needs Improvement 1.0 to 4.9**

**Average: 5.0**

**Good: 6.0**

**Excellent: 7.0**

**Outstanding: 8.0 to 10.0**

**Current Overall Rating:**

6.2	10/04	6.2	04/05
6.2	11/04	0.0	05/05
6.2	12/04	0.0	06/05
6.2	01/05	0.0	07/05
6.2	02/05	0.0	08/05
6.2	03/05	0.0	09/05

**CITY OF PORT ORANGE  
INCOME STATEMENT  
FOR THE SEVEN MONTHS ENDING APRIL 30, 2006**

	CURRENT ACTUAL	CURRENT BUDGET	% OF BUDGET	THIS LAST YEAR	% OF LAST YEAR	YTD ACTUAL	YTD BUDGET	% OF BUDGET	LAST YEAR	% OF LAST YEAR	YTD LAST YEAR	ANNUAL BUDGET	% OF ANNUAL
<b>REVENUES</b>													
GENERAL & ADMIN	250	0	0.0%	177	<141.24>	500	0	0.0%	855	<58.48>	855	0	0.0%
COURSE & GROUNDS	84,041	80,048	<104.99	79,117	<106.22>	495,203	469,660	<105.44	468,983	<103.61>	468,983	701,495	<70.99>
CARTS	61,694	56,200	<109.78	57,873	<106.60>	356,522	348,400	<102.33	351,238	<101.50>	351,238	572,100	<62.30>
PRO SHOP	11,448	11,665	<98.14>	12,010	<95.32>	69,954	71,955	<89.74>	75,867	<92.21>	75,867	122,880	<56.91>
DRIVING RANGE	5,154	5,200	<99.12>	5,396	<95.52>	31,091	32,475	<97.59>	32,069	<98.82>	32,069	53,049	<59.74>
FOOD & BEVERAGE	33,964	26,480	<128.26	28,769	<118.05>	169,873	170,420	<99.68>	172,716	<98.35>	172,716	277,490	<61.22>
CITY SURCHARGE R & R	5,809	5,600	<103.73	5,883	<98.74>	33,714	34,650	<97.30>	35,876	<93.97>	35,876	56,922	<59.33>
<b>TOTAL REVENUES</b>	<b>202,560</b>	<b>185,193</b>	<b>&lt;109.27</b>	<b>189,225</b>	<b>&lt;186.94&gt;</b>	<b>1,157,457</b>	<b>1,133,560</b>	<b>&lt;102.11</b>	<b>1,137,504</b>	<b>&lt;101.76&gt;</b>	<b>1,137,504</b>	<b>1,783,836</b>	<b>&lt;64.89&gt;</b>
<b>COST OF SALES</b>													
PRO SHOP	6,229	7,514	82.90	8,945	69.84	40,834	46,410	87.95	49,801	81.99	49,801	74,868	54.54
FOOD & BEVERAGE	13,689	10,327	132.56	11,861	135.41	70,919	66,465	106.70	68,834	103.03	68,834	168,221	65.53
<b>TOTAL COST OF SALES</b>	<b>19,918</b>	<b>17,841</b>	<b>111.64</b>	<b>20,806</b>	<b>95.73</b>	<b>111,753</b>	<b>112,875</b>	<b>99.01</b>	<b>118,635</b>	<b>94.28</b>	<b>118,635</b>	<b>183,089</b>	<b>61.04</b>
<b>GROSS PROFIT</b>	<b>182,442</b>	<b>167,352</b>	<b>&lt;109.02</b>	<b>168,419</b>	<b>&lt;108.33&gt;</b>	<b>1,045,704</b>	<b>1,020,685</b>	<b>&lt;102.45</b>	<b>1,018,869</b>	<b>&lt;102.83&gt;</b>	<b>1,018,869</b>	<b>1,600,747</b>	<b>&lt;65.33&gt;</b>
<b>PAYROLL &amp; RELATED</b>													
GENERAL & ADMIN	9,012	9,900	91.03	8,923	101.00	64,402	67,852	94.92	63,084	102.09	63,084	117,552	54.79
COURSE & GROUNDS	23,049	24,267	94.98	24,676	91.56	166,038	168,148	98.75	169,064	103.73	169,064	291,737	56.91
CARTS	5,846	4,964	117.77	6,568	89.01	35,049	35,082	102.76	43,289	83.29	43,289	60,509	59.58
PRO SHOP	8,788	8,578	102.45	9,261	87.04	56,399	59,924	94.12	38,057	148.20	38,057	103,836	54.32
FOOD & BEVERAGE	11,087	10,088	109.90	9,704	114.23	69,091	68,296	101.16	65,476	105.52	65,476	119,420	57.86
MARKETING	5,036	3,401	148.07	3,495	144.09	27,907	23,453	118.98	25,207	110.71	25,207	40,529	68.86
<b>TOTAL PAYROLL &amp; RELA</b>	<b>62,818</b>	<b>61,198</b>	<b>102.65</b>	<b>58,587</b>	<b>107.22</b>	<b>419,886</b>	<b>422,757</b>	<b>99.32</b>	<b>395,168</b>	<b>106.26</b>	<b>395,168</b>	<b>731,363</b>	<b>57.24</b>
<b>EXPENSES</b>													
GENERAL & ADMIN	11,118	13,032	85.31	12,665	87.79	93,174	103,740	89.81	98,306	94.75	98,306	161,667	57.63
COURSE & GROUNDS	23,662	28,952	81.73	18,286	129.40	131,654	149,284	88.19	137,133	96.00	137,133	239,859	54.89
CARTS	4,422	4,446	99.46	5,414	81.68	30,653	30,972	98.97	30,945	99.06	30,945	53,282	57.62
PRO SHOP	523	440	118.86	<311>	<168.17>	7,632	7,680	99.38	6,973	109.43	6,973	9,886	77.25
DRIVING RANGE	0	115	0.00	115	0.00	2,305	2,305	100.00	2,013	59.46	2,013	3,630	32.98
FOOD & BEVERAGE	2,258	2,238	100.89	1,635	138.10	13,939	17,784	77.82	16,520	83.77	16,520	30,024	46.09
CITY SURCHARGE R & R	5,809	5,600	103.73	5,883	98.74	33,714	34,650	97.30	33,876	93.97	33,876	56,822	59.33
MARKETING	2,742	2,692	101.86	2,528	108.47	22,482	24,049	93.48	22,413	100.31	22,413	36,059	62.35
<b>TOTAL EXPENSES</b>	<b>50,534</b>	<b>57,615</b>	<b>87.86</b>	<b>46,215</b>	<b>109.35</b>	<b>334,345</b>	<b>370,464</b>	<b>90.25</b>	<b>350,209</b>	<b>95.47</b>	<b>350,209</b>	<b>591,143</b>	<b>56.56</b>
<b>NET OPERATING INCOME</b>	<b>69,090</b>	<b>48,639</b>	<b>&lt;142.05</b>	<b>63,617</b>	<b>&lt;108.60&gt;</b>	<b>291,473</b>	<b>227,464</b>	<b>&lt;128.14</b>	<b>273,492</b>	<b>&lt;106.57&gt;</b>	<b>273,492</b>	<b>276,021</b>	<b>&lt;105.60&gt;</b>
MANAGEMENT FEE	7,740	7,741	99.99	7,515	102.99	54,181	54,187	99.99	52,603	103.00	52,603	93,589	57.89
INTEREST EXPENSE	14,833	14,833	100.00	14,833	100.00	103,831	103,831	100.00	103,831	100.00	103,831	177,996	58.33
<b>NET INCOME</b>	<b>46,517</b>	<b>26,065</b>	<b>&lt;178.47</b>	<b>41,269</b>	<b>&lt;112.72&gt;</b>	<b>133,461</b>	<b>69,446</b>	<b>&lt;192.18</b>	<b>117,058</b>	<b>&lt;114.01&gt;</b>	<b>117,058</b>	<b>4,436</b>	<b>&lt;3,008.5</b>

FOR MANAGEMENT PURPOSES ONLY



4/27/06

# JUNE


## Monthly Planner

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday																																																																																																									
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4	5 NEFS 9:30 SHOTGUN +LUNCH ROYAL PALM 8 @2:04	6 MANSON GROUP HOMEOWNERS GROUP	7 9 HOLE LADIES  WGA WEDS. SCRAMBLE	8 MGA	9 Cypress Head Ladies Lunch ? REDPATH (8) 11AM	10 Birthday Party 25 people GROSS & EDINGTON																																																																																																									
11	12	13 MANSON GROUP HOMEOWNERS GROUP	14 9 HOLE LADIES  WGA WEDS. SCRAMBLE	15 MGA	16 Eagles Tournament 60 players 8:30 Shotgun	17 GROSS & EDINGTON Wedding Reception 8-9PM																																																																																																									
18 STONE MOUNTAIN MEN (20)	19 STONE MOUNTAIN MEN (20) STONE MT. MEN (40)	20 MANSON GROUP HOMEOWNERS GROUP STONE MOUNTAIN MEN (20) STONE MT. MEN (40)	21 9 HOLE LADIES WGA STONE MOUNTAIN MEN (20) STONE MT. MEN (40) WEDS. SCRAMBLE	22 MGA	23	24 GROSS & EDINGTON TURCHON WEDDING RECEPTION																																																																																																									
25	26	27 MANSON GROUP HOMEOWNERS GROUP	28 9 HOLE LADIES  WGA WEDS. SCRAMBLE	29 MGA FREEDOM TOURNAY	30 KYSTAS WEDDING RECEPTION																																																																																																										



# May 2006

## Monthly Planner

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday																																																																																																								
	1 ROYAL PALMS GROUP 9 HOLES 8 PLAYERS 2PM  SCIANO GROUP 9:32	2 GOOSEN GROUP 8 @10:04 MANSON GROUP 8:30  HOMEOWNERS 4:40P SPANISH LAKES 20 @11AM	3 9 HOLE LADIES & LUNCH  WGA WEDS NITE SCRAMBLE	4 FL. DOT 20 @1PM  MGA	5 YMCA CORPORATE CUP 8:30 SHOTGUN  	6 GROSE  EDINGTON GROUPS  PETIT 12 @8:36																																																																																																								
7 GOLF PAC 12 @11AM TIMBER PINES GROUP 50 @8:28 T TIMES	8 HUNTER GOLF GROUP 24 @10AM  SCIANO GROUP 9:32	9 GOOSEN GROUP 8 @10:04 MANSON GROUP 8:30  HOMEOWNERS 4:40P	10 9 HOLE LADIES & LUNCH  WGA WEDS NITE SCRAMBLE	11 <u>COURSE CLOSED</u> <u>MAINTENANCE DAY</u>	12 PETIT 12 @ 9AM MIAMI POLICE REUNION 20 @10:04	13 GROSE  EDINGTON GROUPS																																																																																																								
14	15 ROYAL PALMS GROUP 9 HOLES 8 PLAYERS 2PM  SCIANO GROUP 9:32	16 MANSON GROUP 8:30  HOMEOWNERS 4:40P	17 9 HOLE LADIES & LUNCH  WGA WEDS NITE SCRAMBLE	18   MGA	19 <u>SHOOK GROUP 32</u> <u>1PM SHOTGUN</u>	20 DAYTONA BEACH POLICE TOURNAMENT 8:30 SHOTGUN  GROSE EDINGTON GROUPS RICHEY GROUP 24 INCLUDE WITH POLICE SHOTGUN AT 8:30																																																																																																								
21	22   SCIANO GROUP 9:32	23 MANSON GROUP 8:30  HOMEOWNERS 4:40P NEWPORT RICHEY GROUP 20 @ 10:20 T TIMES	24 9 HOLE LADIES & LUNCH  WGA WEDS NITE SCRAMBLE	25   MGA	26	27 GROSE  EDINGTON GROUPS																																																																																																								
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