



The City of Lago Vista

To provide and maintain a healthy, safe, vibrant community, ensuring quality of life.

**AGENDA
GOLF COURSE ADVISORY COMMITTEE
TUESDAY, OCTOBER 11, 2016, 6:00 PM
CITY COUNCIL CHAMBERS
5803 THUNDERBIRD
LAGO VISTA, TX 78645**

NOTICE IS HEREBY GIVEN that the Golf Course Advisory Committee of the City of Lago Vista, Texas will hold a meeting in the Council Chambers, City Municipal Building, 5803 Thunderbird, on the above date and time for discussion and possible action on the following:

CALL TO ORDER, CALL OF ROLL

PUBLIC COMMENTS: Citizens who wish to address the Committee on any agenda and/or non-agenda item will have three (3) minutes to express their position.

CONSENT AGENDA

All matters listed under Consent Agenda, are to be considered routine by the Committee and will be enacted by one motion. There will not be separate discussion on these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.

1. Approval of the following minutes: September 13, 2016 regular meeting.

BUSINESS ITEMS

2. Update on Golf Operations from Golf Manager/Director of Golf
 - a. YTD financial performance of golf courses
 - b. Marketing
 - c. Staffing changes
 - d. LV clubhouse kitchen floor repair
3. Discussion, consideration, action, if any concerning recently approved 2016/2017 golf course budget.
 - a. Overall impact to operations from adjustments made to submitted budget
 - b. General fund budget "trigger"

4. Discussion, consideration, action, if any concerning status of Walter Wedding Estate HL clubhouse purchase.
5. Discussion, consideration, action, if any concerning status of analysis study on golf courses and city impact.
6. Discussion, consideration, action, if any concerning restaurant operations and future status.
7. Discussion, consideration, action, if any concerning process for GCAC member vacancy fill(s).
8. Discussion, consideration, action, if any concerning rescheduling the November 8 scheduled meeting due to the upcoming election.

FUTURE AGENDA ITEMS

9. Consider schedule and items for future Committee meetings.
10. Adjournment.

IT IS HEREBY CERTIFIED that the above Notice was posted on the Bulletin Board located at all times in City Hall in said City at _____ on the 4th day of October, 2016.

Sandra Barton, City Secretary

THE CITY OF LAGO VISTA IS COMMITTED TO COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT. REASONABLE MODIFICATIONS AND EQUAL ACCESS TO COMMUNICATIONS WILL BE PROVIDED UPON REQUEST.

**REMOVED FROM
BULLETIN BOARD:**

Date: _____

Time: _____

By: _____

MEETING DATE: October 11, 2016

AGENDA ITEM: CALL TO ORDER, CALL OF ROLL

Comments:

Adjourn:

Motion by: _____

Seconded by: _____

Content of Motion: _____

Vote: Robbins _____ ; **Hamilton** _____ ; **Speckmann** _____ ; _____ ;

Jackson _____ ; **Everett** _____ ; **Williams** _____

Motion Carried: Yes _____ ; **No** _____

MEETING DATE: October 11, 2016

AGENDA ITEM: PUBLIC COMMENTS

Comments:

Citizens who wish to address the Committee on any agenda and/or non-agenda item will have three (3) minutes to express their position

Motion by: _____

Seconded by: _____

Content of Motion: _____

Vote: Robbins _____ ; **Hamilton** _____ ; **Speckmann** _____ ; _____ ;

Jackson _____ ; **Everett** _____ ; **Williams** _____

Motion Carried: Yes _____ ; **No** _____

MEETING DATE: October 11, 2016

AGENDA ITEM: Approval of the following minutes:

Comments:

A draft copy of the following minutes are attached for your review.

September 13, 2016 regular meeting

Motion by: _____

Seconded by: _____

Content of Motion: _____

Vote: Robbins _____ ; **Hamilton** _____ ; **Speckmann** _____ ; _____ ;

Jackson _____ ; **Everett** _____ ; **Williams** _____

Motion Carried: Yes _____ ; **No** _____

**OFFICIAL MINUTES OF THE GOLF COURSE ADVISORY COMMITTEE
LAGO VISTA, TEXAS
SEPTEMBER 13, 2016**

BE IT REMEMBERED that on the 13th day of September, A.D., 2016, the Golf Course Advisory Committee held a Regular Meeting at 6:00 p.m. in the Council Chambers, City Municipal Building, 5803 Thunderbird, in said City, there being present and acting the following:

CALL TO ORDER

Kevin Jackson	Committee Chair	Mark Cote	Golf Manager
Frank Robbins	Committee Vice Chair	Sandra Barton	City Secretary
Jim Speckmann	Committee Member	Rich Raley	Council Liaison
Mike Everett	Committee Member		
Gina Williams	Committee Member		
Chip Hamilton	Committee Member (arrived after roll call at 6:03 p.m.)		

Committee Chairman, Kevin Jackson called the regular meeting to order and recognized that all members were present except for Chip Hamilton.

The numbering below tracks that of the agenda, whereas the actual order of consideration may have varied.

PUBLIC COMMENTS: Citizens who wish to address the Committee on any agenda and/or non-agenda item will have three (3) minutes to express their position.

Pat Bernhard appeared representing the Lago Vista Women's Golf Association and wished to read a letter to Committee Member Chip Hamilton regarding stepping up and filling in at the golf courses until a new Golf Manager was found and expressed their appreciation for the work that he did. She also presented him with a Certificate of Recognition and they donated \$100 in his behalf to the Friends of the Lago Vista Golf Courses.

CONSENT AGENDA

All matters listed under Consent Agenda, are to be considered routine by the Committee and will be enacted by one motion. There will not be separate discussion on these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.

1. Approval of the following minutes: July 20, 2016 regular meeting and August 9, 2016 regular meeting

On a motion by Frank Robbins, seconded by Jim Speckmann, the Committee voted unanimously to approve the above minutes as presented. Chip Hamilton did not vote on approval of minutes.

BUSINESS ITEMS

2. Update on Golf Operations from Golf Manager/Director of Golf

A. YTD financial performance of golf courses

Mark Cote, Golf Manager, provided an oral overview of the financials.

He stated that we showed a loss of \$15,172.60 for the month of July. July was our third biggest revenue producing month for the year and also our best net financial month for the year. August was about \$50,000 less revenue than last year.

B. Fall/winter over-seeding of golf courses plan

Mark provided several articles to the Committee regarding over seeding information. His recommendation to Council was to not over seed and try to get rid of weeds and so that the staff can work on other projects such as the irrigation system.

C. Marketing and new programs

- Glow golf tournament

The tournament will be held October 15 and Mark has been getting a lot of calls regarding the tournament.

- The Hollows Vacation cooperative marketing program

Kevin and Mark met with Wally, and had a good discussion about doing some cooperative marketing between the groups.

He is in the process of redesigning the website. We have a complimentary redesign.

He is sending out weekly emails to about 6000 people in the data base.

He talked to GolfNow about how to contact Snow Birds.

- Additional updates

He stated they are having some problems with the irrigation systems.

There is a third water main break on hole #2.

Robert, Head Golf Professional gave his resignation a couple of days ago. Mark is meeting with a person on Friday and hopes to get them on board.

D. Proposed 2016/2017 golf course budget

The budget is scheduled to be adopted on September 29.

He received a quote back from the Engineer on the Lago building repairs but have not met to discuss but should have information before the next meeting and after the budget is approved, he hopes to get this started.

Mark is meeting with Sam on Monday to walk both golf courses with hydrophones to detect and locate water leaks that we have.

E. Update on new tee marker program

No update given on this item.

3. Discussion, consideration, action, if any concerning charter, focus and future meetings of the Golf Course Advisory Committee.

Mark Cote said that he did some research and found that the City of Austin does have a Committee. He thinks that it is important that the golfers have a platform to discuss golf things and be part of the planning process. He stated that he does need the Committees help in some projects such as getting sponsors and assisting with communication between the City and the golfers.

He would like to get developers or builders on the Committee because they would have an appreciation for the amenities that they speak of when they bring in new home owners or real estate people.

The Committee would like to sit down with Council again in a workshop to get some direction on what they want to see get done, possibly after the election.

4. Discussion, consideration, action, if any concerning update of commissioning outside consultant to generate analysis on impact of golf courses to city.

Melissa and Mark had a conference call with a company out of Austin to go over some preliminary scope of work. There is no finalization yet.

FUTURE AGENDA ITEMS

7. Consider schedule and items for future Committee meetings.

Items should be submitted to Kevin Jackson, Committee Chair.

8. The meeting was adjourned at 7:19 p.m.

Respectfully submitted,

Kevin Jackson, Chairman

ATTEST:

Sandra Barton, City Secretary

On a motion by Vice Chairman _____, seconded by Committee Member _____, the above and foregoing instrument was passed and approved this the 11th day of October, 2016.

MEETING DATE: September 13, 2016

AGENDA ITEM: Update on Golf Operations from Golf Manager/Director of Golf

Comments from Mark

Good morning all!

I have included the updated YTD snapshot. It matches the city's P&L

As for marketing, the latest projects have been glow ball, emailed 73 Canadians and winter Texans, Monday Night Football promo. I am shorthanded with Robert leaving. I have also been working on memberships. Have new packets. Need to work on collateral pieces. I am meeting with golf now tomorrow. Will try to contact northern snow birds.

Staff changes. We are 2 employees short on the golf course. Doing what we can to hopefully be staffed up. This is hurting our performance. I hired Chris Godwin to be our HP. Start date is Oct 12th. He will be going through an orientation period as well as get acclimated to our organization and two courses.

LV Clubhouse repair. Have received a preliminary report from the architect. Have not had time to visit with Melissa and Gary due to budgets to discuss and publish yet.

2016/2017 budget is out. I think Sandra forwarded. Not sure how that works or what I need to do.

Not sure how to answer 3 a)

3 b) trigger at \$180000 loss. After which go to city council. Not sure about subsequent steps.

4) They are in due diligent phase until end of October I was told.

5) We were approved to move forward on a study. Not sure how this will proceed.

6)I have to discuss Oct 20th. Not sure what to expect.

7)I don't think this is my call. Don't know the answer.

HLGC & LVGC Monthly Report

2014 / 2015 Budget																				
	08-09 FY Totals	09-10 FY Totals	10-11 FY Totals	11-12 Totals	12-13 FY Totals	13-14 FY Totals	14-15 FY Totals	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15	Sep-15	2014/2015 Fiscal Total
Regular Memberships	90	96	118	119	131	133	129	135	131	128	125	125	126	130	129	128	128	128	129	129
Canadian Membership											23	81	93	0						
Rounds of Golf																				
Mulligan Play	493	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Regular Member Play	12,099	11,054	14,077	14,936	16,366	15,456	14,593	1,136	1,082	1,101	942	1,069	2,883	1,190	1,070	1,078	1,092	877	1,073	14,593
Outside Play	17,589	15,752	22,281	25,980	27,844	23,628	24,543	1,735	1,230	1,050	1,361	1,700	2,181	2,443	2,313	2,717	2,866	2,525	2,422	24,543
Comp Rounds								0	0	0	0	0	0	0	0	0	0	0	0	0
Tournament Play	677	1,079	1,675	2,164	1,823	2,034	1,879	393	70	0	12	41	188	403	130	207	72	104	259	1,879
Total Rounds	30,858	27,885	38,033	43,080	46,033	41,118	41,015	3,264	2,382	2,151	2,315	2,810	5,252	4,036	3,513	4,002	4,030	3,506	3,754	41,015
Cart/Trail Use (Reflects paid cart usage)	16,291	13,829	18,685	20,846	20,618	15,352	15,584	844	730	399	663	1,037	1,352	1,661	1,579	1,878	2,058	1,754	1,629	15,584
Driving Range	3,485	3,038	3,241	3,461	3,054	2,353	1,765	166	120	81	112	145	189	190	108	159	205	140	150	1,765
Lago Vista Revenue																				
Highland Lakes Revenue	\$0.00	\$908,862	\$1,157,646	\$1,231,226	\$1,235,674	\$1,105,130	\$1,129,102	\$95,614.00	\$74,462.74	\$54,292.32	\$52,578.00	\$73,044.00	\$106,373.00	\$112,019.00	\$93,973.00	\$123,732.08	\$115,418.00	\$122,016.00	\$105,178.00	\$1,128,700.14
Lago Vista Expenses																				
Highland Lakes Expenses																				
Total Expenses	\$0.00	\$1,123,752	\$1,469,785	\$1,215,711	\$1,306,805	\$1,358,896	\$1,552,245	\$200,807.00	\$100,195.00	\$144,833.00	\$124,075.00	\$102,090.00	\$109,851.10	\$155,888.00	\$107,514.00	\$129,241.00	\$127,090.00	\$156,469.00	\$94,193.00	\$1,552,246.10
Net Profit/Loss		-\$214,890	-\$312,139	\$15,515	-\$71,131	-\$253,766	-\$423,143	-\$105,193	-\$25,732	-\$90,541	-\$71,497	-\$29,046	-\$3,478	-\$43,869	-\$13,541	-\$5,509	-\$11,672	-\$34,453	\$10,985	-\$423,545.96
2015 / 2016 Budget																				
	08-09 FY Totals	09-10 FY Totals	10-11 FY Totals	11-12 Totals	12-13 FY Totals	13-14 FY Totals	14-15 FY Totals	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	2015/2016 Fiscal YTD
Regular Memberships	90	96	118	119	131	133	129	133	134	134	133	135	147	157	135	152	125	83	84	128
Canadian Membership										2	2	15	52							
Rounds of Golf																				
Mulligan Play	493	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Regular Member Play	12,099	11,054	14,077	14,936	16,366	15,456	14,593	1,092	968	1,107	995	1,367	2,369	1,144	1,305	1,242	1,084	919	1,012	14,552
Outside Play	17,589	15,752	22,281	25,980	27,844	23,628	24,543	1,865	1,455	1,573	2,010	1,980	1,934	2,050	1,849	1,851	2,038	1,263	1,256	21,124
Comp Rounds								192	201	266	266	252	189	194	243	233	262	224	268	2,790
Tournament Play	677	1,079	1,675	2,164	1,823	2,034	1,825	281	110	27	40	17	305	178	0	88	0	0	0	1,046
Total Rounds	30,858	27,885	38,033	43,080	46,033	41,118	40,961	3,380	2,734	2,973	3,311	3,616	4,797	3,566	3,397	3,414	3,384	2,404	2,536	39,512
Cart/Trail Use (Reflects paid cart usage) - carts	16,291	13,829	18,685	20,846	20,618	15,352	15,584	1,248	947	1,027	1,344	1,361	1,365	1,607	1,183	1,127	1,231	822		13,262
Driving Range	3,485	3,038	3,241	3,461	3,054	2,353	1,765	113	88	98	117	182	197	238	1,145	679	1,214	844		4,915
Lago Vista Revenue								\$62,609.00	\$38,738.56	\$38,997.43	\$43,298.96	\$66,013.92	\$81,377.00	\$94,836.13	\$67,548.88	\$82,302.32	\$79,899.66	\$69,519.90		\$725,141.76
Highland Lakes Revenue								\$17,314.83	\$16,289.17	\$16,452.22	\$19,309.96	\$21,145.83	\$25,759.00	\$29,384.54	\$25,314.65	\$27,961.67	\$28,055.81	\$14,490.54		\$241,481.22
Total Revenue	\$0.00	\$908,862	\$1,157,646	\$1,231,226	\$1,235,674	\$1,105,130	\$1,129,102	\$79,923.83	\$55,027.73	\$55,449.65	\$62,608.92	\$87,159.75	\$107,136.00	\$124,220.67	\$92,863.53	\$110,263.99	\$107,955.47	\$84,010.44	\$0.00	\$966,622.98
Lago Vista Expenses								\$131,429.03	\$64,771.44	\$58,882.51	\$56,882.03	\$77,605.33	\$104,028.10	\$70,747.95	\$84,194.39	\$93,042.16	\$77,206.73	\$77,596.74		\$896,186.41
Highland Lakes Expenses								\$97,189.91	\$42,742.63	\$58,959.20	\$46,969.28	\$56,730.61	\$71,783.55	\$42,568.42	\$41,893.43	\$54,817.05	\$49,425.47	\$45,788.12		\$609,500.87
Total Expenses	\$0.00	\$1,123,752	\$1,469,785	\$1,215,711	\$1,306,805	\$1,358,896	\$1,552,245	\$228,618.94	\$108,314.27	\$117,841.71	\$103,842.31	\$134,335.94	\$175,811.65	\$113,316.37	\$126,089.82	\$147,859.21	\$126,632.20	\$123,384.86	\$0.00	\$1,595,687.28
Net Profit/Loss		-\$214,890	-\$312,139	-\$15,515	-\$71,131	-\$253,766	-\$423,143	-\$148,695.11	-\$52,586.54	-\$62,032.06	-\$41,233.39	-\$47,176.19	-\$68,675.65	-\$10,904.30	-\$33,226.29	-\$37,595.22	-\$18,673.73	-\$39,374.42		-\$539,064.30
YOY Comparison																				
Round Increase								116	352	827	996	806	455	-470	-116	-588	-646	-1,102	-1,218	-1,503
Expense Increase								\$ (15,690.17)	\$ (19,435.01)	\$ 1,157.33	\$ 10,030.92	\$ 14,115.75	\$ 763.00	\$ (2,201.67)	\$ (1,109.47)	\$ (13,468.09)	\$ (7,459.53)	\$ (38,005.56)	\$	\$ (56,899.16)
Expense Increase								\$ 27,811.94	\$ 8,119.27	\$ (27,351.29)	\$ (20,232.69)	\$ 22,245.94	\$ 63,960.55	\$ (2,571.63)	\$ 18,575.82	\$ (8,618.21)	\$ (457.80)	\$ (33,084.14)	\$	\$ (47,634.18)
Total Financial Increase								-\$43,502.11	-\$27,554.28	\$28,508.62	\$30,263.61	-\$18,130.19	-\$65,197.55	\$54,773.30	-\$19,685.29	-\$32,086.30	-\$7,001.73	-\$4,921.42		-\$104,533.34

36.83%
53.46%
7.06%
2.65%

**LVGC Monthly Report
Feb-16**

	08'-09' FY Totals	09'-10' FY Totals	10'-11' FY Totals	11'-12' FY Totals	12'-13' FY Totals	13'-14' FY Totals	14'-15' FY Totals	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15	Sep-15	2014/2015 Fiscal Total	
Regular Memberships	90	96	118	119	133	135	129	135	131	128	125	125	126	130	129	128	128	128	129	129	129
Canadian Membership											23	81	93	0							
Rounds of Golf																					
Mulligan Play	493	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Regular Member Play	12,099	10,001	7,540	8,790	9,526	8,805	8,107	705	494	526	516	644	1,688	656	583	614	626	438	617	617	8,107
Outside Play	17,589	14,612	14,017	16,616	17,890	15,263	15,106	1,273	742	588	883	1,043	1,310	1,451	1,387	1,686	1,746	1,524	1,473	1,473	15,106
Comp Rounds																					0
Tournament Play	677	997	1,377	1,731	1,526	1,361	1,473	370	70	0	0	12	166	274	72	153	49	64	243	243	1,473
Total Rounds	30,858	25,610	22,934	27,137	28,942	25,429	24,686	2,348	1,306	1,114	1,399	1,699	3,164	2,381	2,042	2,453	2,421	2,026	2,333	2,333	24,686
Cart/Trail Use (Reflects paid cart usage)	16,291	12,911	12,274	13,788	14,080	10,601	9,664	472	409	223	371	678	822	976	978	1,239	1,339	1,121	1,036	1,036	9,664
Driving Range	3,485	3,038	3,241	3,461	3,054	2,353	1,765	166	120	81	112	145	189	190	108	159	205	140	150	150	1,765
Lago Vista Revenue																					\$0.00
Lago Vista Expenses																					\$0.00
Net Profit/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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

	08'-09' FY Totals	09'-10' FY Totals	10'-11' FY Totals	11'-12' FY Totals	12'-13' FY Totals	13'-14' FY Totals	14'-15' FY Totals	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	2015/2016 Fiscal YTD	
Regular Memberships	90	96	118	119	133	135	129	133	134	134	133	135	147								136
Canadian Membership										2	2	15	52								
Rounds of Golf																					
Mulligan Play	493	0	0	0	0	0	0	0	0	0	0	0	0								0
Regular Member Play	12,099	10,001	7,540	8,790	9,526	8,805	8,107	523	553	571	579	737	1,271								4,234
Outside Play	17,589	14,612	14,017	16,616	17,890	15,263	15,106	1,154	920	1,077	1,200	1,224	1,159								6,734
Comp Rounds								115	110	110	133	128	93								579
Tournament Play	677	997	1,377	1,731	1,526	1,361	1,473	265	103	0	31	2	305								706
Total Rounds	30,858	25,610	22,934	27,137	28,942	25,429	24,686	2,057	1,604	1,758	1,943	2,091	2,828	0	12,281						
Cart/Trail Use (Reflects paid cart usage)	16,291	12,911	12,274	13,788	14,080	10,601	9,664	824	636	694	880		858								3,892
Driving Range	3,485	3,038	3,241	3,461	3,054	2,353	1,765	113	88	98	117	182	197								795
Lago Vista Revenue								\$64,166.00	\$39,872.00	\$40,211.00	\$45,148.00	\$66,014.00	\$77,940.00								\$333,351.00
Lago Vista Expenses												\$70,760.00	\$93,160.00								-\$163,920.00
Net Profit/Loss	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$64,166.00	\$39,872.00	\$40,211.00	\$45,148.00	-\$4,746.00	-\$15,220.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$169,431.00

HLGC Monthly Report																		
Feb-16																		
	10'-11' FY Totals	11'-12' Totals	12'-13' FY Totals	13'-14' FY Totals	14'-15' FY Totals	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15	Sep-15	2014/2015 Fiscal Total
Regular Memberships	118	119	133	135	129	135	131	128	125	125	126	130	129	128	128	128	129	129
Canadian Membership									23	81	93	0						
Rounds of Golf																		
Regular Member Play	6,537	6,146	6,786	6,651	6,486	431	588	575	426	425	1,195	534	487	464	466	439	456	6,486
Outside Play	8,264	9,364	10,008	8,365	9,437	462	488	462	478	657	871	992	926	1,031	1,120	1,001	949	9,437
Comp Rounds																		0
Tournament Play	298	433	395	673	406	23	0	0	12	29	22	129	58	54	23	40	16	406
Total Rounds	15,099	15,943	17,189	15,689	16,329	916	1,076	1,037	916	1,111	2,088	1,655	1,471	1,549	1,609	1,480	1,421	16,329
Cart/Trail Use (Reflects paid cart usage)	6,903	7,058	7,221	4,751	5,920	372	321	176	292	359	530	685	601	639	719	633	593	5,920
Highland Lakes Revenue																		\$0.00
Highland Lakes Expenses																		\$0.00
Net Profit/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	\$0.00	\$0.00	\$0.00	\$0.00

	10'-11' FY Totals	11'-12' Totals	12'-13' FY Totals	13'-14' FY Totals	14'-15' FY Totals	Oct-15'	Nov-15'	Dec-15'	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	2015/2016 Fiscal YTD
Regular Memberships	118	119	133	135	129	133	134	134	133	135	147							133
Canadian Membership								2	2	15	52							
Rounds of Golf																		
Regular Member Play	6,537	6,146	6,786	6,651	6,486	519	415	425	429	605	1,098							3,491
Outside Play	8,264	9,364	10,008	8,365	9,437	711	535	622	801	781	775							4,225
Comp Rounds						77	98	134	133	124	96							662
Tournament Play	298	433	395	673	406	16	7	27	7	15	35							107
Total Rounds	15,099	15,943	17,189	15,689	16,329	1,323	1,055	1,212	1,365	1,525	2,004	0	0	0	0	0	0	8,484
Cart/Trail Use (Reflects paid cart usage)	6,903	7,058	7,221	4,751	5,920	424	311	333	464	470	507							2,509
Highland Lakes Revenue						\$17,988.00	\$16,899.00	\$17,179.00	\$20,162.00	\$21,146.00	\$25,759.00							\$119,133.00
Highland Lakes Expenses										-\$52,584.00	-\$65,206.00							-\$117,790.00
Net Profit/Loss	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$17,988.00	\$16,899.00	\$17,179.00	\$20,162.00	-\$31,438.00	-\$39,447.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,343.00

Christopher Ryan Godwin

Golf Professional

Crgodwin2000@yahoo.com

2727 Lakemist * San Antonio, TX, 78222 * 210-707-9709

Summary

Passionate about the game of golf, a Golf Professional with excellent leadership skills, and an inspired winning attitude. Fast learner, and open to gaining knowledge in the field, while performing well in the workplace and all team environments. Highly motivated and successful in achieving goals by understanding customer needs. Possesses excellent written and oral communication skills, and now working to advance through the PGM Program to become a PGA Member.

Experience

Fair Oaks Ranch Country Club, Fair Oaks Ranch, TX 5/28/2015-Present

Assistant Golf Professional

- Provides golf instruction to members and guests of all skill levels
- Assists the Director of Golf and Head Professional in overseeing daily golf operations including: the golf shop, driving range, and guest services.
- Assists the Director of Golf and Head Professional in running golf outings including: outside events, MGA and LGA events, Couples golf, Battle Intense (member-guest), and Club Championships.
- Manages the Private Cart log, to ensure all member-owned carts are registered through the club and accurate billing of trail fees.
- Assists in the training of all guest service staff, to ensure procedures are being followed and standards are being met.

Lozano Golf Center, Corpus Christi, TX 6/3/2013-5/8/2015

Golf Professional

- Provides golf instruction to golfers of all skill levels.
- Oversees daily operations of the facility including: the golf shop, driving range, guest services, and grill area.
- Manages a staff of 20 employees, including food and beverage.
- Updates daily summary reports; collects and submits payroll hours for hourly employees.

- Coordinates all tournament and group outings, maximizing the tee sheet, and builds displays for new merchandise.
- Interviews, hires, and trains all new employees; greets customers, and provides course information to ensure a great experience.

The Republic Golf Club, San Antonio, TX

4/4/2012-6/2/2013

Golf Shop Assistant

- Assisted General Manager and Assistant Golf Professional with all tournament and group outings.
- Ran both the EWGA Winter and Summer Leagues.
- Assisted in selling the Foresight Player's Pass to help generate revenue. Before departing, sold 2nd most passes at The Republic Golf Club.
- Assisted the General Manager and Assistant Golf Professional, in overseeing day to day operations of the facility, including daily deposits.
- Managed Player Development Program Members, their outstanding account balances, and made sure dues were paid.

The Republic Golf Club, San Antonio, TX

10/9/2009-4/3/2012

Outside Services

- Setup golf carts for both daily play and tournament play.
- Set up and stocked water coolers on the golf course, and serviced them throughout the day.
- Picked up all customers in the parking lot.
- Detailed carts daily: washed, cleaned, dried, and stocked all carts, as they came in off the golf course.
- Cleaned bathrooms on a nightly basis, and checked property for trash throughout all shifts.

Computer Skills

- Very knowledgeable with TPP and GHIN Programs.
- Adept at managing merchandise inventory and placing into POS system.
- Manages the Pro Shop, by efficiently operating the POS system for all needs.
- Assists in customer data collection to help increase customer database.

Education

- Level 1 PGA/PGM apprentice.
- Attended San Antonio College.
- High School graduate from East Central High School in San Antonio, TX.
- Certified instructor through The First Tee Program.

References

Steven Drew, PGA Professional... Head Golf Professional

*Sammons Golf Links, Temple, TX * [512-508-4624](tel:512-508-4624)*

Ira Kramer, PGA Professional ...Director of Instruction

*Foresight Corpus Christi Golf, Corpus Christi, TX * [361-826-8016](tel:361-826-8016)*

Brent Springer, PGA Professional... Head Golf Professional

*Oso Beach Golf Course, Corpus Christi, TX * [361-826-8010](tel:361-826-8010)*

MEETING DATE: September 13, 2016

AGENDA ITEM: Update on Golf Operations from Golf Manager/Director of Golf

Comments:

- A. YTD financial performance of golf courses

- B. Marketing

- C. Staffing changes

- D. LV clubhouse kitchen floor repair

Motion by: _____

Seconded by: _____

Content of Motion: _____

Vote: Robbins _____; Hamilton _____; Speckmann _____; _____;

Jackson _____; Everett _____; Williams _____

Motion Carried: Yes _____; No _____

MEETING DATE: October 11, 2016

AGENDA ITEM: Discussion, consideration, action, if any concerning recently approved 2016/2017 golf course budget.

Comments:

- A. Overall impact to operations from adjustments made to submitted budget

- B. General fund budget "trigger"

Motion by: _____

Seconded by: _____

Content of Motion: _____

Vote: Robbins _____ ; **Hamilton** _____ ; **Speckmann** _____ ; _____ ;

Jackson _____ ; **Everett** _____ ; **Williams** _____

Motion Carried: Yes _____ ; **No** _____

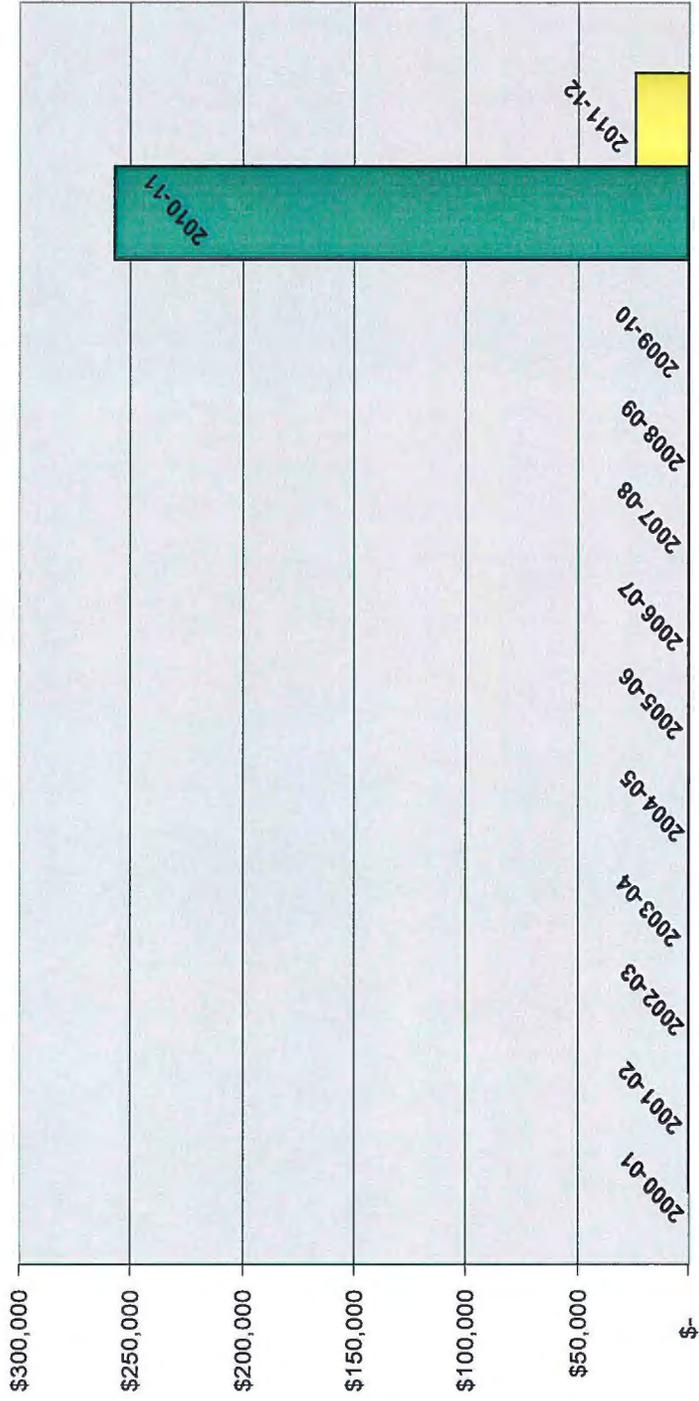
**DEPARTMENTAL BUDGET NARRATIVE
GENERAL FUND TO GOLF COURSE FUND TRANSFER
2016-2017**

Fixed Assets	\$ 280,000
TOTALS	\$ 280,000

Budget Summary:

The 2016-2017 Budget for the Golf Course Transfer totals \$280,000. This transfer is needed to cover the projected losses for the golf course expected for the 2016-2017 Fiscal Year. Of that amount, \$50,000 is specifically appropriated for the Lago Vista Golf course and \$230,000 is appropriated for the Highland Lake Golf Course.

Golf Course Fund Transfer



GENERAL FUND TO GOLF COURSE FUND TRANSFER

Account 10-586

Account Number	Account Name	Yr End Actual 09/30/15	Current Budget 2015-2016	9 Months Actual YTD 6/30/16	Year End Estimate 09/30/16	Calculation	Base Budget 2016-2017	Supplemental Budget Request	Total Budget Request 2016-2017	Budget Cuts	Adopted Budget 2016-2017
9766	Transfer to Lago Vista Golf Course	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 50,000	\$ 50,000	\$ -	\$ 50,000
9767	Transfer to Highland Lakes Golf C	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 230,000	\$ 230,000	\$ -	\$ 230,000
TOTAL		\$ -	\$ -	\$ -	\$ -		\$ -	\$ 280,000	\$ 280,000	\$ -	\$ 280,000

**DEPARTMENTAL BUDGET NARRATIVE
LAGO VISTA GOLF COURSE PRO SHOP & SNACK BAR
2016-2017**

	Totals	Proshop	Maintenance
Personnel & Benefits	\$ 511,142	\$ 214,926	\$ 296,216
Operation & Maintenance	\$ 295,201	\$ 146,997	\$ 148,204
Supplies	\$ 134,262	\$ 88,502	\$ 45,760
Services	\$ 132,099	\$ 131,838	\$ 261
Fixed Assets	\$ 2,550	\$ 2,550	\$ 0
TOTALS	\$ 1,075,254	\$ 584,813	\$ 490,441

Departmental Description:

The following reflects the Lago Vista Golf Course, which includes the ProShop, Golf Course Maintenance, and Grill. The Lago Vista Course ProShop staff provides all visiting golfers (citizens, non-residents, members, etc.) with all the services one would expect at a municipal golf course. These services include booking tee times and accepting payment for greens fees, cart rental, driving range balls, golf club rental, and membership fees. The Shop staff is involved in the solicitation and the overseeing of golf tournaments for both residents of Lago Vista and other golfing groups in the Austin area. The Lago Vista Golf Course also hosts a number of fund-raising golf tournaments. Along with the daily routine of administrative and counter work, the staff is also involved in merchandise sales from the golf ProShop. These sales include golf balls, gloves, caps and hats, soft goods, shoes, golf bags, and clubs. A very important aspect of the staff is an overall promotion of the game of golf from teaching and rules interpretation to what is proper etiquette during a round of golf. As important as any function previously stated is the desire to promote the entire City of Lago Vista, not only the municipal golf courses, but all of the City amenities. Other areas under the scope of the golf department include the administration and maintenance of the driving range and the rental and maintenance of 75 gas golf carts. These carts are housed under the ProShop. They require daily care, which includes washing, fueling up, and any repairs that are necessary.

The grill at the Lago Vista Golf Course is currently managed and operated by the City of Lago Vista and its Golf Course Manager. It is an integral part of the course and is a gathering place to relax and to enjoy a drink and a nice meal. Due to lack of competition in the local area, the grill offers a great opportunity to offer something unique to both players and non-golfers.

The golf course maintenance crew is charged with the responsibility of overseeing 156 acres at the Lago Vista Golf Course. The Lago Vista Golf Course is one of the most scenic golf courses in Texas with abundant wildlife and rolling hills overlooking Lake Travis. The ability of this crew to grow and mow Bermuda grass directly affects the appearance and beauty that we strive for. More precisely, these are areas that the maintenance crew must address:

1. Irrigation System - They have to make sure that it is 100% operational at all times. This includes fixing leaks in the lines and working on irrigational heads that are mal-functioning. They are also responsible for the electrical and hydraulic systems that make this whole system work. The maintenance crew is also involved with expanding our present irrigation system to allow them to dispense the City of Lago Vista's effluent water and help beautify the golf course.
2. Growing Grass - Both of the Golf Courses have Bermuda grass tees, fairways and greens. The formal name for the grass on the putting surfaces is Dwarf Tiff Bermuda, which is a hybrid of common Bermuda. The key to success for grass growing on a golf course is abundant water, fertilization, and the application of the proper chemicals at the right time. It also calls for verti-cutting and aerification periodically and top dressing. In the winter, the Lago Vista Golf Course is currently overseeded with rye grass in fairways, tee and roughs, and *Poa trivialis* on the greens. This keeps the course beautiful and green all through the winter and enhances the golfers' playability and golf experience.
3. Mowing grass - A considerable percentage of time is spent on mowing. Greens are usually mowed at 5/32", fairways at 1/2", and roughs at 1 1/2". In order to accomplish this, special mowers are required.
4. Equipment Maintenance - Each employee is responsible for treating his particular piece of machinery as if it were his own. Washing, greasing, oiling, etc., all machinery is done on a schedule that keeps mowers, utility vehicles, spreaders, etc., in the best condition possible. The golf course mechanic is also charged with grinding reels, sharpening/changing bed knives, lowering heights of cut, making repairs, and performing all necessary preventive maintenance on all course owned equipment including golf carts.
5. General Golf Course Maintenance - Besides the obvious areas previously stated, our crew maintains sand bunkers, weed eats continuously, maintains the maintenance area and the golf shop grounds, and trims trees when necessary. They work 7 days a week because mowing greens and changing the hole position on the greens is required daily.

Budget Summary:

The 2016-2017 Budget figure of \$1,075,254 is based upon many known costs and some that are anticipated through information gathered from equivalent surrounding golf courses and from past years of operations. Revenues and expenses may fluctuate, depending on the number of golfers and their activity in the golf shop and restaurant. In addition, 50% of the cost for the Golf Course Manager and Golf Professional, as well as one half of the mechanic services are included in this Budget.

The Golf Courses produce revenues through the sale of memberships, green fees, tournaments, merchandise, driving range, food, and beverages. The 2016-2017 Budget projects that the Lago Vista Golf Course will generate \$1,052,968 in revenue.

Personnel:

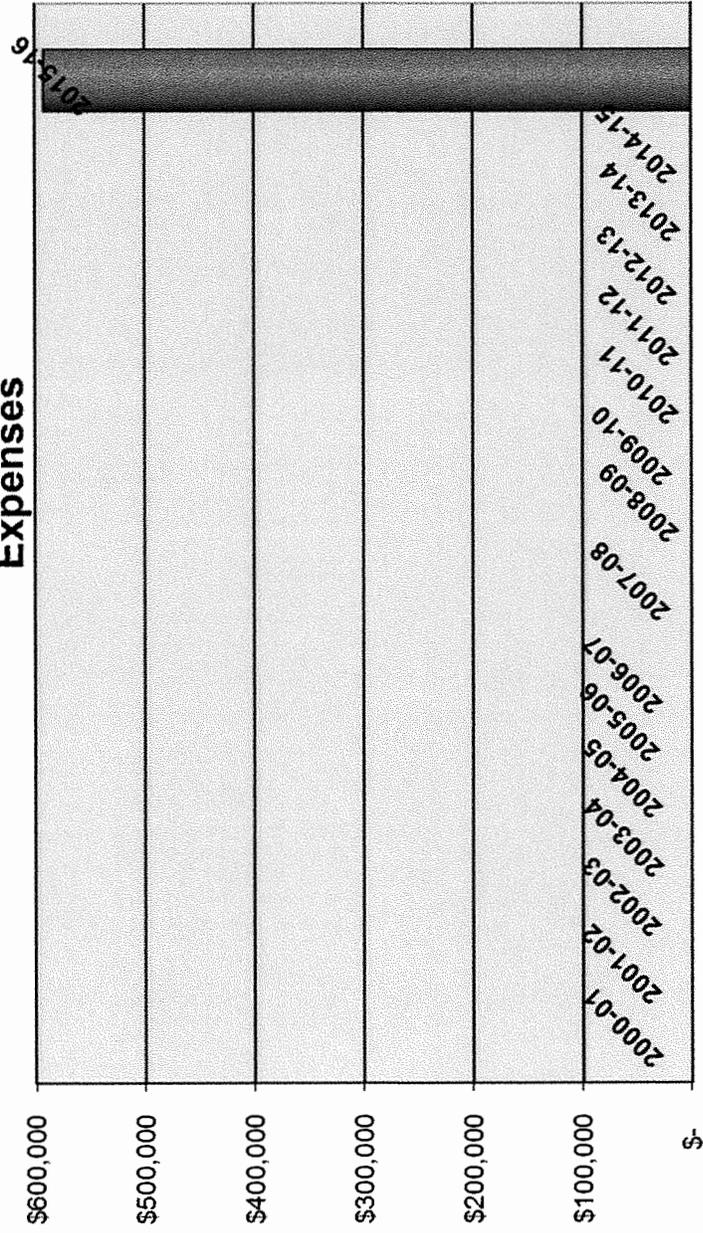
Current staffing levels for the Lago Vista Golf Course ProShop include 9 positions as follows:

- 1 Golf Course Manager (at 50%)
- 1 Golf Professional (at 50%)
- 1 Full Time Clerks
- 3 Part Time Clerks
- 1 Golf Cart Attendant – Full Time
- 2 Golf Cart Attendants – Part Time

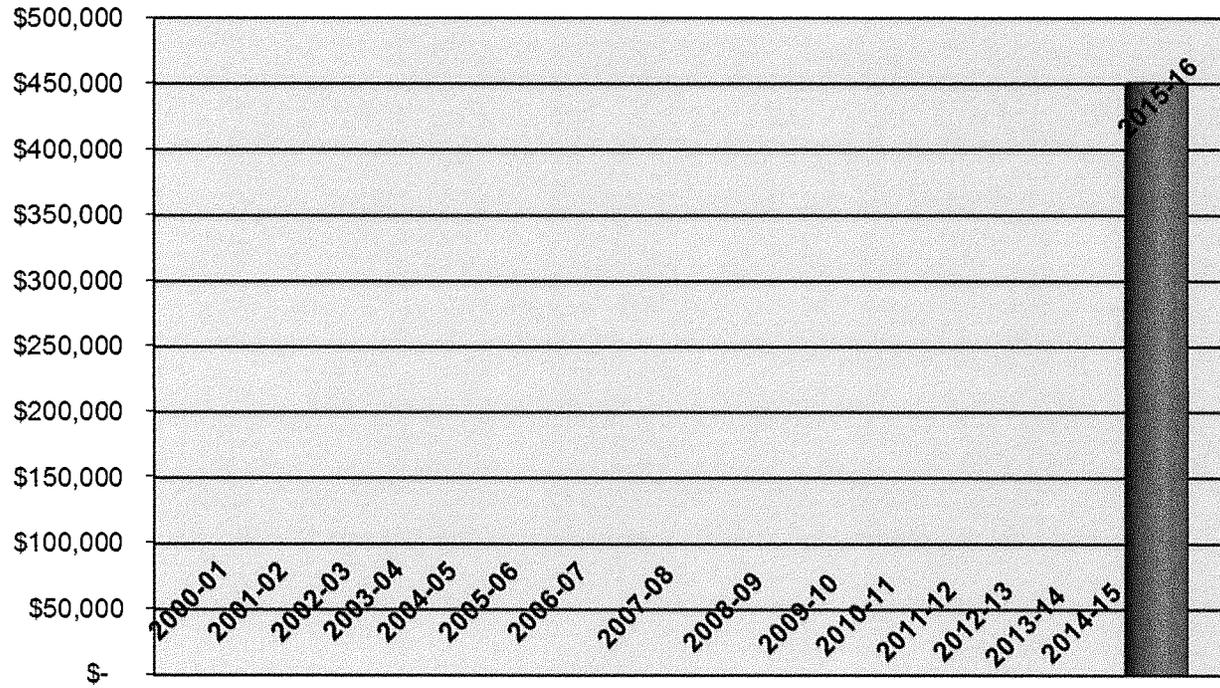
Current staffing levels for the Lago Vista Maintenance Department include 7 Fulltime positions as follows:

- 1 Crew Leader Superintendent (at 50%)
- 1 Mechanic (at 50%)
- 7 Maintenance Employees – Full Time

Lago Vista Golf Course Pro Shop & Snack Bar Expenses



Lago Vista Golf Course Maintenance Expenses



Lago Vista Golf Course Combined Summary

	Yr End Actual <u>9/30/15</u>	Current Budget <u>2015-16</u>	9 Months Actual YTD <u>6/30/16</u>	Year End Estimated <u>9/30/16</u>	Calculation	Base Budget <u>2016-17</u>	Supplemental Budget <u>Request</u>	Total Budget Request <u>2016-17</u>	Budget <u>Cuts</u>	Adopted Budget <u>2016-17</u>
<u>Revenues</u>	\$ 1,129,102	\$ 875,580	\$ 575,722	\$ 783,774		\$ 1,029,185	\$ -	\$ 1,029,185	\$ -	\$ 1,029,185
<u>Transfer from Utility Fund</u>	\$ -	\$ 35,000	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
<u>Transfer from General Fund</u>	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 50,000	\$ 50,000	\$ -	\$ 50,000
<u>Combined Expenses</u>										
Personnel & Benefits	\$ 769,044	\$ 468,120	\$ 352,906	\$ 514,613		\$ 511,142	\$ -	\$ 511,142	\$ -	\$ 511,142
Operations & Maintenance	\$ 367,004	\$ 169,539	\$ 176,441	\$ 232,064		\$ 295,201	\$ -	\$ 295,201	\$ -	\$ 295,201
Supplies	\$ 249,447	\$ 176,083	\$ 142,408	\$ 197,761		\$ 134,262	\$ -	\$ 134,262	\$ -	\$ 134,262
Services	\$ 128,190	\$ 48,450	\$ 58,707	\$ 98,218		\$ 132,099	\$ -	\$ 132,099	\$ -	\$ 132,099
Fixed Assets	\$ (29,900)	\$ -	\$ -	\$ -		\$ 2,550	\$ -	\$ 2,550	\$ -	\$ 2,550
Transfer to Debt Service	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
Total Combined Expenses	\$ 1,483,785	\$ 862,192	\$ 730,462	\$ 1,042,656		\$ 1,075,254	\$ -	\$ 1,075,254	\$ -	\$ 1,075,254
Surplus (deficit)	\$ (354,684)	\$ 48,388	\$ (154,740)	\$ (258,882)		\$ (46,069)	\$ 50,000	\$ 3,931	\$ -	\$ 3,931

LAGO VISTA GOLF COURSE FUND REVENUES

Account 15-410 / 15-420 / 15-430

Account Number	Account Name	Yr End Actual 09/30/15	Current Budget 2015-16	9 Months Actual YTD 6/30/16	Year End Estimate 09/30/16	Calculation	Base Budget 2016-17	Supplemental Budget Request	Total Budget Request 2016-17	Budget Cuts	Adopted Budget 2016-17
Pro Shop											
410-1100	Cart Rental	\$ 175,198	\$ 142,000	\$ 79,386	\$ 101,585		\$ 164,074	\$ -	\$ 164,074	\$ -	\$ 164,074
410-1201	Driving Range Revenue	\$ 10,611	\$ 16,000	\$ 8,313	\$ 11,505		\$ 11,788	\$ -	\$ 11,788	\$ -	\$ 11,788
410-1305	Greens Fees	\$ 395,097	\$ 280,000	\$ 175,590	\$ 240,581		\$ 330,955	\$ -	\$ 330,955	\$ -	\$ 330,955
410-1310	Handicap Fees	\$ 5,661	\$ 5,400	\$ 4,695	\$ 4,905		\$ 5,761	\$ -	\$ 5,761	\$ -	\$ 5,761
410-1320	Membership Fees	\$ 306,358	\$ 215,180	\$ 154,845	\$ 218,138		\$ 126,075	\$ -	\$ 126,075	\$ -	\$ 126,075
410-1325	Pro Shop Sales	\$ 51,267	\$ 38,000	\$ 28,859	\$ 37,734		\$ 47,168	\$ -	\$ 47,168	\$ -	\$ 47,168
410-1330	Club Rental	\$ 23	\$ 100	\$ 691	\$ 1,137		\$ 478	\$ -	\$ 478	\$ -	\$ 478
410-1335	Tournament Fees - Taxable	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
410-1336	Tournament Fees - Non Taxable	\$ 40,824	\$ 42,000	\$ 17,336	\$ 17,336		\$ 44,000	\$ -	\$ 44,000	\$ -	\$ 44,000
410-1340	Other Revenue	\$ 10,433	\$ 3,000	\$ 641	\$ 1,698		\$ 81,394	\$ -	\$ 81,394	\$ -	\$ 81,394
410-1510	Capital Contributions	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
410-1810	Long and Short	\$ 197	\$ -	\$ (233)	\$ (50)		\$ 4	\$ -	\$ 4	\$ -	\$ 4
410-1900	Credit Card Fees	\$ 912	\$ 900	\$ 359	\$ 500		\$ 455	\$ -	\$ 455	\$ -	\$ 455
410-9101	Transfer from General Fund	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 50,000	\$ 50,000	\$ -	\$ 50,000
410-9102	Transfer from Utility Fund	\$ -	\$ 35,000	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
	Subtotal	\$ 996,581	\$ 777,580	\$ 470,483	\$ 635,069		\$ 812,152	\$ 50,000	\$ 862,152	\$ -	\$ 862,152
Snack Bar											
420-1100	Beer & Wine Sales	\$ 113,837	\$ 92,000	\$ 53,624	\$ 70,461		\$ 98,545	\$ -	\$ 98,545	\$ -	\$ 98,545
420-1200	Other Drinks - Non-Taxable	\$ 557	\$ -	\$ 457	\$ 750		\$ 468	\$ -	\$ 468	\$ -	\$ 468
420-1201	Food Sales	\$ 6,461	\$ -	\$ 44,378	\$ 66,649		\$ 103,775	\$ -	\$ 103,775	\$ -	\$ 103,775
420-1205	Other Drinks - Taxable	\$ 5,316	\$ -	\$ 6,306	\$ 10,146		\$ 14,171	\$ -	\$ 14,171	\$ -	\$ 14,171
420-1300	Facility Rental	\$ 6,350	\$ 6,000	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
420-1810	Long and Short	\$ -	\$ -	\$ 475	\$ 699		\$ 74	\$ -	\$ 74	\$ -	\$ 74
	Subtotal	\$ 132,521	\$ 98,000	\$ 105,239	\$ 148,705		\$ 217,033	\$ -	\$ 217,033	\$ -	\$ 217,033
Maintenance											
430-1200	Insurance Recovery	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
	Subtotal	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
	Total Operating Revenues	\$ 1,129,102	\$ 875,580	\$ 575,722	\$ 783,774		\$ 1,029,185	\$ 50,000	\$ 1,079,185	\$ -	\$ 1,079,185

LVGC PRO SHOP AND SNACK BAR

Account 15-510

Account Number	Account Name	Yr End Actual 9/30/15	Current Budget 2015-16	9 Months Actual YTD 6/30/16	Year End Estimate 9/30/16	Calculation	Base Budget 2016-17	Supplemental Budget Request	Total Budget Request 2016-17	Budget Cuts	Adopted Budget 2016-17
Personnel & Benefits											
1000	Accrued Salary (Auditor Adjustment)	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
1010	State Unemployment Tax (TWC) (First \$9,000. per emp x 1.9%)	\$ 333	\$ 839	\$ 705	\$ 1,500		\$ 975	\$ -	\$ 975	\$ -	\$ 975
1020	Social Security / Medicare (7.65%)	\$ 18,668	\$ 11,120	\$ 9,314	\$ 14,000		\$ 11,331	\$ -	\$ 11,331	\$ -	\$ 11,331
1030	TMRS (6.69%-3 mos / 7.93%-9 mos)	\$ 9,302	\$ 8,116	\$ 6,000	\$ 8,116		\$ 8,003	\$ -	\$ 8,003	\$ -	\$ 8,003
1050	Health, Dental, & Life Insurance	\$ 47,012	\$ 28,583	\$ 17,212	\$ 28,583		\$ 22,707	\$ -	\$ 22,707	\$ -	\$ 22,707
1070	Workers Compensation	\$ 6,686	\$ 9,857	\$ 9,205	\$ 9,205		\$ 9,857	\$ -	\$ 9,857	\$ -	\$ 9,857
1100	Director of Golf Operations Mark Cote @ 50%	\$ 74,814	\$ 30,429	\$ 25,569	\$ 33,000		\$ 32,000	\$ -	\$ 32,000	\$ -	\$ 32,000
1102	Golf Professional Robert Mieras @ 50%	\$ 30,068	\$ 15,625	\$ 6,648	\$ 15,625		\$ 17,500	\$ -	\$ 17,500	\$ -	\$ 17,500
1105	Front Desk Clerks Richard Dildine	\$ 76,020	\$ 43,954	\$ 28,868	\$ 43,954		\$ 24,799	\$ -	\$ 24,799	\$ -	\$ 24,799
1106	Front Desk Clerk (PT) Richard Christal James Jirovec David Lolly	\$ 8,489	\$ -	\$ 12,549	\$ 25,480	\$ 8,840 \$ 8,840 \$ 8,840	\$ 26,520	\$ -	\$ 26,520	\$ -	\$ 26,520
1120	Outside Services/Cart Keepers Eric Donnellan - Full time Vacant Alex Woodhull	\$ 59,092	\$ 46,014	\$ 36,041	\$ 46,014	\$ 22,762 \$ 7,800 \$ 7,800	\$ 38,362	\$ -	\$ 38,362	\$ -	\$ 38,362
1143	Cell Phone Allowance	\$ -	\$ -	\$ 45	\$ 200		\$ 450	\$ -	\$ 450	\$ -	\$ 450

LVGC PRO SHOP AND SNACK BAR

Account 15-510

Account Number	Account Name	Yr End Actual 9/30/15	Current Budget 2015-16	9 Months Actual YTD 6/30/16	Year End Estimate 9/30/16	Calculation	Base Budget 2016-17	Supplemental Budget Request	Total Budget Request 2016-17	Budget Cuts	Adopted Budget 2016-17
1144	Car Allowance (Golf Course Director \$425 x 12 mos x 50%)	\$ 5,100	\$ 2,550	\$ 2,256	\$ 3,000		\$ 2,550	\$ -	\$ 2,550	\$ -	\$ 2,550
1145	Longevity	\$ 1,522	\$ 1,164	\$ 1,090	\$ 1,090		\$ 1,176	\$ -	\$ 1,176	\$ -	\$ 1,176
1146	Rewards Program	\$ 2,491	\$ 1,626	\$ 1,220	\$ 1,220		\$ 1,215	\$ -	\$ 1,215	\$ -	\$ 1,215
1274	Overtime	\$ 12,215	\$ 4,000	\$ 5,608	\$ 9,389		\$ 4,000	\$ -	\$ 4,000	\$ -	\$ 4,000
1500	Pay Plan Increases	\$ -	\$ 11,551	\$ -	\$ 11,551		\$ 13,482	\$ -	\$ 13,482	\$ -	\$ 13,482
	3% Pay Increase	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
	Subtotal	\$ 351,813	\$ 215,428	\$ 162,330	\$ 251,927		\$ 214,926	\$ -	\$ 214,926	\$ -	\$ 214,926

Operation & Maintenance

4000	Liability/Property Insurance Liability/Property/Errors & Omissions/Vehicle Liability/Auto Physical Damage	\$ 4,697	\$ 2,552	\$ 2,252	\$ 2,252		\$ 2,552	\$ -	\$ 2,552	\$ -	\$ 2,552
4200	Travel Misc. Travel PGA Educaton Travel	\$ 844	\$ 800	\$ 2,979	\$ 3,100		\$ 2,400	\$ -	\$ 2,400	\$ -	\$ 2,400
4300	Education PGA TABC Certification	\$ 292	\$ 2,000	\$ 1,339	\$ 1,340		\$ 2,000	\$ -	\$ 2,000	\$ -	\$ 2,000
4400	Dues & Subscriptions	\$ -	\$ 200	\$ 1,908	\$ 2,000		\$ 1,260	\$ -	\$ 1,260	\$ -	\$ 1,260
4570	Rental/Lease Golf Cart Lease HLGC ProShop Otwell Lease Other (Building, Portapotties)	\$ 69,819	\$ 29,400	\$ 23,792	\$ 33,000		\$ 38,565	\$ -	\$ 38,565	\$ -	\$ 38,565
4575	Bank Charges	\$ 17,231	\$ 8,700	\$ 7,786	\$ 12,000		\$ 11,015	\$ -	\$ 11,015	\$ -	\$ 11,015

LVGC PRO SHOP AND SNACK BAR
Account 15-510

Account Number	Account Name	Yr End Actual 9/30/15	Current Budget 2015-16	9 Months Actual YTD 6/30/16	Year End Estimate 9/30/16	Calculation	Base Budget 2016-17	Supplemental Budget Request	Total Budget Request 2016-17	Budget Cuts	Adopted Budget 2016-17
	Credit Card Charges										
4600	Telephone	\$ 6,083	\$ 5,000	\$ 2,571	\$ 3,918		\$ 3,515	\$ -	\$ 3,515	\$ -	\$ 3,515
4650	Electricity	\$ 29,434	\$ 20,000	\$ 15,125	\$ 21,094		\$ 20,107	\$ -	\$ 20,107	\$ -	\$ 20,107
4670	Water Service	\$ 5,578	\$ 4,000	\$ 2,126	\$ 3,471		\$ 3,471	\$ -	\$ 3,471	\$ -	\$ 3,471
4672	Drought Emergency Fee	\$ 735	\$ 610	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
4675	Sewer Service	\$ 3,343	\$ 1,500	\$ 1,893	\$ 2,488		\$ 2,488	\$ -	\$ 2,488	\$ -	\$ 2,488
4680	Cable TV Service	\$ 2,352	\$ 1,200	\$ 1,492	\$ 2,100		\$ 2,206	\$ -	\$ 2,206	\$ -	\$ 2,206
4700	Maintenance/Repairs	\$ 2,345	\$ 3,500	\$ 981	\$ 1,000		\$ 1,725	\$ -	\$ 1,725	\$ -	\$ 1,725
4715	Maint/Repair Unanticipated	\$ 27,308	\$ 12,000	\$ 17,097	\$ 22,000		\$ 20,000	\$ -	\$ 20,000	\$ -	\$ 20,000
4750	Miscellaneous Expenses Inc Score Cards/Hole Markers	\$ 1,440	\$ 1,000	\$ 3,333	\$ 8,000		\$ 35,693	\$ -	\$ 35,693	\$ -	\$ 35,693
	Subtotal	\$ 171,502	\$ 92,462	\$ 84,673	\$ 117,763		\$ 146,997	\$ -	\$ 146,997	\$ -	\$ 146,997
	Supplies										
5200	Postage	\$ -	\$ -	\$ 123	\$ 125		\$ 100	\$ -	\$ 100	\$ -	\$ 100
5300	Supplies	\$ 10,524	\$ 5,000	\$ 6,955	\$ 15,000		\$ 3,567	\$ -	\$ 3,567	\$ -	\$ 3,567
5301	Pro Shop Inventory	\$ 51,535	\$ 34,000	\$ 26,084	\$ 36,000		\$ 28,620	\$ -	\$ 28,620	\$ -	\$ 28,620
5302	Snack Bar Supplies	\$ 3,841	\$ 1,800	\$ 8,098	\$ 10,500		\$ 7,929	\$ -	\$ 7,929	\$ -	\$ 7,929
5303	Snack Bar Food	\$ 4,771	\$ -	\$ 19,682	\$ 31,000		\$ 14,472	\$ -	\$ 14,472	\$ -	\$ 14,472
5304	Snack Bar Drinks	\$ 4,820	\$ -	\$ 3,435	\$ 5,200		\$ 3,259	\$ -	\$ 3,259	\$ -	\$ 3,259

LVGC PRO SHOP AND SNACK BAR
Account 15-510

<u>Account Number</u>	<u>Account Name</u>	<u>Yr End Actual 9/30/15</u>	<u>Current Budget 2015-16</u>	<u>9 Months Actual YTD 6/30/16</u>	<u>Year End Estimate 9/30/16</u>	<u>Calculation</u>	<u>Base Budget 2016-17</u>	<u>Supplemental Budget Request</u>	<u>Total Budget Request 2016-17</u>	<u>Budget Cuts</u>	<u>Adopted Budget 2016-17</u>
5305	Snack Bar Beer & Wine	\$ 53,869	\$ 32,000	\$ 22,219	\$ 29,000		\$ 29,454	\$ -	\$ 29,454	\$ -	\$ 29,454
5306	Pro Shop Supplies	\$ 1,163	\$ 700	\$ 457	\$ 558		\$ 1,101	\$ -	\$ 1,101	\$ -	\$ 1,101
	Subtotal	\$ 130,522	\$ 73,500	\$ 87,053	\$ 127,383		\$ 88,502	\$ -	\$ 88,502	\$ -	\$ 88,502

Services

6100	Professional Services	\$ -	\$ 250	\$ 27,260	\$ 46,000		\$ 77,313	\$ -	\$ 77,313	\$ -	\$ 77,313
6135	Contract Services TGA - GHIN Handicap	\$ 5,320	\$ 2,500	\$ 12,624	\$ 26,000		\$ 33,698	\$ -	\$ 33,698	\$ -	\$ 33,698
6540	Maintenance Agreements ADT Club Prophet System ECO Lab Janitor Service	\$ 19,516	\$ 8,000	\$ 8,536	\$ 11,340		\$ 13,930	\$ -	\$ 13,930	\$ -	\$ 13,930
6550	Advertising Yellow Pager Golfers Guide Magazine	\$ 10,534	\$ 4,000	\$ 5,967	\$ 9,500		\$ 5,488	\$ -	\$ 5,488	\$ -	\$ 5,488
6560	Promotional	\$ -	\$ -	\$ 473	\$ 1,000		\$ 535	\$ -	\$ 535	\$ -	\$ 535
6600	Trash Service	\$ 1,140	\$ 1,300	\$ 760	\$ 1,050		\$ 874	\$ -	\$ 874	\$ -	\$ 874
	Subtotal	\$ 36,510	\$ 16,050	\$ 55,620	\$ 94,890		\$ 131,838	\$ -	\$ 131,838	\$ -	\$ 131,838

Fixed Assets

9000	Fixed Assets Computers, Printers, Software Surveillance Cameras	\$ -	\$ -	\$ -	\$ -		\$ 2,550	\$ -	\$ 2,550	\$ -	\$ 2,550
9700	Contributed Capital	\$ (30,969)	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -

LVGC PRO SHOP AND SNACK BAR
Account 15-510

<u>Account Number</u>	<u>Account Name</u>	<u>Yr End Actual 9/30/15</u>	<u>Current Budget 2015-16</u>	<u>9 Months Actual YTD 6/30/16</u>	<u>Year End Estimate 9/30/16</u>	<u>Calculation</u>	<u>Base Budget 2016-17</u>	<u>Supplemental Budget Request</u>	<u>Total Budget Request 2016-17</u>	<u>Budget Cuts</u>	<u>Adopted Budget 2016-17</u>
	Subtotal	\$ (30,969)	\$ -	\$ -	\$ -		\$ 2,550	\$ -	\$ 2,550	\$ -	\$ 2,550
	Total	\$ 659,378	\$ 397,440	\$ 389,675	\$ 591,963		\$ 584,813	\$ -	\$ 584,813	\$ -	\$ 584,813

LVGC GROUNDS MAINTENANCE BUDGET

Account 15-530

Account Number	Account Name	Yr End Actual 9/30/15	Current Budget 2015-16	9 Months Actual YTD 6/30/16	Year End Estimate 9/30/16	Calculation	Base Budget 2016-17	Supplemental Budget Request	Total Budget Request 2016-17	Budget Cuts	Adopted Budget 2016-17
<u>Personnel & Benefits</u>											
1000	Accrued Salary (Auditor Adjustment)	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
1010	State Unemployment Tax (TWC) (First \$9,000. per employee x 1.9%)	\$ 497	\$ 878	\$ 803	\$ 1,200		\$ 1,026	\$ -	\$ 1,026	\$ -	\$ 1,026
1020	Social Security / Medicare (7.65%)	\$ 22,798	\$ 13,184	\$ 10,526	\$ 13,750		\$ 15,841	\$ -	\$ 15,841	\$ -	\$ 15,841
1030	TMRS (6.69%-3 mos / 7.93% - 9 mos)	\$ 13,979	11,595	\$ 9,295	12,000		\$ 15,259	\$ -	\$ 15,259	\$ -	\$ 15,259
1050	Health, Dental, & Life Insurance	\$ 81,257	\$ 50,019	\$ 33,888	\$ 50,019		\$ 52,865	\$ -	\$ 52,865	\$ -	\$ 52,865
1070	Workers Compensation	\$ 8,647	\$ 4,155	\$ 3,765	\$ 3,765		\$ 4,155	\$ -	\$ 4,155	\$ -	\$ 4,155
1100	Crew Leader / Irrigation Tech Diego Navarro @ 50%	\$ 30,297	\$ -	\$ 2,883	\$ 7,988		\$ 26,750	\$ -	\$ 26,750	\$ -	\$ 26,750
1105	Maintenance Personnel Nolan Pabst Charles Ezzell Juan Valencia Pernell Keever Fred Stuetelberg Dan Archer	\$ 227,368	\$ 145,847	\$ 114,474	\$ 145,847	\$ 35,116 \$ 24,393 \$ 24,173 \$ 22,880 \$ 23,201 \$ 22,152	\$ 151,915	\$ -	\$ 151,915	\$ -	\$ 151,915
1110	Maintenance Personnel Seasonal	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
1115	Golf Course Mechanic Jaime Martinez @ 50%	\$ -	\$ 13,750	\$ 3,986	\$ 13,750		\$ 13,750	\$ -	\$ 13,750	\$ -	\$ 13,750
1145	Longevity	\$ 1,073	\$ 712	\$ 623	\$ 623		\$ 1,107	\$ -	\$ 1,107	\$ -	\$ 1,107
1146	Rewards Program	\$ 3,322	\$ 2,033	\$ 1,626	\$ 1,626		\$ 2,835	\$ -	\$ 2,835	\$ -	\$ 2,835
1147	Work Boot Allowance	\$ 4,062	\$ 2,519	\$ 2,325	\$ 2,325		\$ 2,713	\$ -	\$ 2,713	\$ -	\$ 2,713

LVGC GROUNDS MAINTENANCE BUDGET

Account 15-530

Account Number	Account Name	Yr End Actual 9/30/15	Current Budget 2015-16	9 Months Actual YTD 6/30/16	Year End Estimate 9/30/16	Calculation	Base Budget 2016-17	Supplemental Budget Request	Total Budget Request 2016-17	Budget Cuts	Adopted Budget 2016-17
1274	Overtime	\$ 23,931	\$ 8,000	\$ 6,381	\$ 9,793		\$ 8,000	\$ -	\$ 8,000	\$ -	\$ 8,000
1500	Pay Plan Increases	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
	3% Pay Increase	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
	Subtotal	\$ 417,231	\$ 252,692	\$ 190,576	\$ 262,686		\$ 296,216	\$ -	\$ 296,216	\$ -	\$ 296,216

Operation & Maintenance

4000	Liability/Property Insurance Liability /Property/Errors & Omissions	\$ 4,074	\$ 2,169	\$ 2,128	\$ 2,128		\$ 2,169	\$ -	\$ 2,169	\$ -	\$ 2,169
4110	Uniforms Uniform (Purchase) Winter Coats Light Winter Coats	\$ 2,674	\$ 3,500	\$ 1,438	\$ 1,450		\$ 3,438	\$ -	\$ 3,438	\$ -	\$ 3,438
4200	Travel	\$ 601	\$ 750	\$ 438	\$ 700		\$ 583	\$ -	\$ 583	\$ -	\$ 583
4300	Education	\$ 714	\$ 1,000	\$ 295	\$ 400		\$ 295	\$ -	\$ 295	\$ -	\$ 295
4400	Dues & Subscriptions	\$ -	\$ -	\$ 38	\$ 38		\$ 38	\$ -	\$ 38	\$ -	\$ 38
4570	Rental/Lease US Rental (Small Rock Saw/Back Hoe) Golf Course Equip Lease \$2543/month x 50% Golf Course Equip Lease \$3590/month x 50%	\$ 73,979	\$ 36,798	\$ 35,523	\$ 45,000		\$ 76,597	\$ -	\$ 76,597	\$ -	\$ 76,597
4600	Telephone / Cell Phones / Pagers	\$ 1,052	\$ -	\$ -	\$ -		\$ 248	\$ -	\$ 248	\$ -	\$ 248
4650	Electricity	\$ 29,965	\$ 5,200	\$ 4,584	\$ 6,100		\$ 4,565	\$ -	\$ 4,565	\$ -	\$ 4,565
4670	Water Service - Rest Rooms	\$ 861	\$ 800	\$ 1,567	\$ 2,200		\$ 1,161	\$ -	\$ 1,161	\$ -	\$ 1,161
4672	Drought Emergency Fee	\$ 210	\$ 360	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -

LVGC GROUNDS MAINTENANCE BUDGET

Account 15-530

<u>Account Number</u>	<u>Account Name</u>	<u>Yr End Actual 9/30/15</u>	<u>Current Budget 2015-16</u>	<u>9 Months Actual YTD 6/30/16</u>	<u>Year End Estimate 9/30/16</u>	<u>Calculation</u>	<u>Base Budget 2016-17</u>	<u>Supplemental Budget Request</u>	<u>Total Budget Request 2016-17</u>	<u>Budget Cuts</u>	<u>Adopted Budget 2016-17</u>
4675	Sewer Service - Rest Rooms	\$ 1,202	\$ 650	\$ 1,187	\$ 1,750		\$ 1,187	\$ -	\$ 1,187	\$ -	\$ 1,187
4700	Equipment Repairs & Maintenance	\$ 29,816	\$ 15,400	\$ 20,451	\$ 26,000		\$ 26,000	\$ -	\$ 26,000	\$ -	\$ 26,000
4705	Irrigation Maintenance & Repairs	\$ 44,804	\$ 8,500	\$ 6,585	\$ 10,500		\$ 24,000	\$ -	\$ 24,000	\$ -	\$ 24,000
4710	Golf Cart Maint & Repairs	\$ 1,968	\$ 1,200	\$ 3,701	\$ 3,835		\$ 2,600	\$ -	\$ 2,600	\$ -	\$ 2,600
4725	Vehicle Maintenance & Repairs	\$ 772	\$ 250	\$ 74	\$ 200		\$ 323	\$ -	\$ 323	\$ -	\$ 323
4750	Miscellaneous Expenses	\$ 2,810	\$ 500	\$ 13,759	\$ 14,000		\$ 5,000	\$ -	\$ 5,000	\$ -	\$ 5,000
	Subtotal	\$ 195,502	\$ 77,077	\$ 91,768	\$ 114,301		\$ 148,204	\$ -	\$ 148,204	\$ -	\$ 148,204

Supplies

5300	Supplies	\$ 10,028	\$ 5,700	\$ 6,111	\$ 8,250		\$ 7,924	\$ -	\$ 7,924	\$ -	\$ 7,924
5305	Small Tools 1 Weed Eater 1 Chain Saw 1 Push Mower Misc.	\$ 631	\$ 500	\$ 296	\$ 800		\$ 438	\$ -	\$ 438	\$ -	\$ 438
5400	Fuel/Lubricants Equipment/Vehicle/Carts	\$ 44,376	\$ 25,000	\$ 9,624	\$ 14,500		\$ 17,398	\$ -	\$ 17,398	\$ -	\$ 17,398
5430	Chemicals	\$ 6,978	\$ 5,300	\$ 8,246	\$ 13,000		\$ 5,916	\$ -	\$ 5,916	\$ -	\$ 5,916
5435	Fertilizer	\$ 6,078	\$ 14,168	\$ 3,434	\$ 3,515		\$ 7,434	\$ -	\$ 7,434	\$ -	\$ 7,434
5440	Sand & Soil	\$ 11,732	\$ 6,800	\$ 2,331	\$ 5,000		\$ 6,588	\$ -	\$ 6,588	\$ -	\$ 6,588
5445	Seed	\$ 38,978	\$ 45,000	\$ 25,312	\$ 25,313		\$ -	\$ -	\$ -	\$ -	\$ -
5450	Other Materials & Supplies	\$ 124	\$ 115	\$ -	\$ -		\$ 62	\$ -	\$ 62	\$ -	\$ 62
	Subtotal	\$ 118,925	\$ 102,583	\$ 55,355	\$ 70,378		\$ 45,760	\$ -	\$ 45,760	\$ -	\$ 45,760

LVGC GROUNDS MAINTENANCE BUDGET
Account 15-530

Account Number	Account Name	Yr End Actual 9/30/15	Current Budget 2015-16	9 Months Actual YTD 6/30/16	Year End Estimate 9/30/16	Calculation	Base Budget 2016-17	Supplemental Budget Request	Total Budget Request 2016-17	Budget Cuts	Adopted Budget 2016-17
6135	Contract Services Electrician	\$ -	\$ 500	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
6150	Greens Keeper 50% of Contract	\$ 59,963	\$ 30,000	\$ 1,328	\$ 1,328		\$ -	\$ -	\$ -	\$ -	\$ -
6430	Bulk Water	\$ 30,055	\$ -	\$ 716	\$ 800		\$ -	\$ -	\$ -	\$ -	\$ -
6500	Miscellaneous Services Frank Oaralas	\$ 1,662	\$ 1,900	\$ 1,044	\$ 1,200		\$ 261	\$ -	\$ 261	\$ -	\$ 261
Subtotal		\$ 91,680	\$ 32,400	\$ 3,087	\$ 3,328		\$ 261	\$ -	\$ 261	\$ -	\$ 261

Fixed Assets

9742	Front Loader Tractor - Principal	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
9743	Front Loader Tractor - Interest	\$ 3	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
9744	Bunker Rake - Principal	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
9745	Bunker Rake - Interest	\$ 8	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
9746	Greens Mower - Principal	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
9747	Greens Mower - Interest	\$ 17	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
9748	Greens Roller - Prinipal	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
9749	Greens Roller - Interest	\$ 194	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
9750	Turf Gator - Principal	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
9751	Turf Gator - Interest	\$ 117	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -

LVGC GROUNDS MAINTENANCE BUDGET

Account 15-530

<u>Account Number</u>	<u>Account Name</u>	<u>Yr End Actual 9/30/15</u>	<u>Current Budget 2015-16</u>	<u>9 Months Actual YTD 6/30/16</u>	<u>Year End Estimate 9/30/16</u>	<u>Calculation</u>	<u>Base Budget 2016-17</u>	<u>Supplemental Budget Request</u>	<u>Total Budget Request 2016-17</u>	<u>Budget Cuts</u>	<u>Adopted Budget 2016-17</u>
9752	Trim Mower #1 - Principal	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
9753	Trim Mower #1 - Interest	\$ 358	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
9754	Trim Mower #2 - Principal	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
9755	Trim Mower #2 - Interest	\$ 372	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
	Subtotal	\$ 1,070	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
	Total	\$ 824,408	\$ 464,752	\$ 340,786	\$ 450,693		\$ 490,441	\$ -	\$ 490,441	\$ -	\$ 490,441

**DEPARTMENTAL BUDGET NARRATIVE
HIGHLAND LAKE GOLF COURSE PRO SHOP & SNACK BAR
2016-2017**

	Totals	ProShop	Maintenance
Personnel & Benefits	\$ 400,681	\$ 157,797	\$ 242,884
Operation & Maintenance	\$ 214,446	\$ 62,570	\$ 151,876
Supplies	\$ 74,415	\$ 35,600	\$ 38,815
Services	\$ 25,950	\$ 14,100	\$ 11,850
Fixed Assets	\$ 450	\$ 450	\$ 0
TOTALS	\$ 715,942	\$ 270,517	\$ 445,425

Departmental Description:

The following narrative reflects the Highland Lakes Golf Course for the 2016-2017 Proposed Budget. The Highland Lakes Course Golf Shop staff provides all visiting golfers (citizens, non-residents, members, etc.) with all the services one would expect at a municipal golf course. These services include booking tee times and accepting payment for greens fees, cart rental, driving range balls, golf club rental, membership fees, merchandise, and limited food and beverage. The shop staff is involved in the solicitation and the overseeing of golf tournaments for both residents of Lago Vista and other golfing groups in the Austin area. The Highland Lakes Golf Course also hosts numerous fund-raising golf tournaments. Along with the daily routine of administrative and counter work, the staff is also involved in merchandise sales from the golf pro shops. These sales include golf balls, gloves, caps and hats, soft goods, snacks, canned soda, bottled water, Gatorade, and beer. A very important aspect of the staff is an overall promotion of the game of golf from teaching and rules interpretation to what is proper etiquette during a round of golf. As important as any function previously stated is the desire to promote the entire City of Lago Vista, not only the municipal golf courses, but all of the city amenities. Another area under the department of the golf shop is the rental and maintenance of 55 gas golf carts. These carts are housed in the gated area at the maintenance facility located 425 yards from the temporary proshop. They require daily care, which includes washing, re-fueling, and any repairs that are necessary.

The golf course maintenance crew is charged with the responsibility of overseeing 119 acres at the Highland Lakes Golf Course. The Highland Lakes Golf Course is one of the most scenic golf courses in Texas, with abundant wildlife and rolling hills overlooking Lake Travis. The ability of this crew to grow and mow Bermuda grass directly affects the appearance and beauty that we strive for. More precisely, these are areas that the maintenance crew must address:

1. Irrigation System - They have to ensure that it is 100% operational at all times. This includes fixing leaks in the lines and working on irrigational heads that are mal-functioning. They are also responsible for the electrical and hydraulic systems that make this whole system work. The maintenance crew is also involved with expanding our present irrigation system to allow them to dispense the City of Lago Vista's effluent water and help beautify the golf course.
2. Growing Grass - Both of the Golf Courses have Bermuda grass tees, fairways and greens. The formal name for the grass on the putting surfaces is Dwarf Tiff Bermuda, which is a hybrid Bermuda. The key to success for grass growing on a golf course is abundant water, fertilization, and the application of the proper chemicals at the right time. It also calls for verti-cutting, topdressing, and aerification periodically. In the winter the Highland Lakes Golf Course is currently being overseeded with rye grass for fairways and tees and Poa trivialis for greens. This keeps the course beautiful and green all through the winter and allows for winter disposal of effluent water.
3. Mowing grass - A considerable percentage of time is spent on mowing. Greens are usually mowed at 5/32", fairways at 1/2", and roughs at 1 1/2". In order to accomplish this, special mowers are required. These mowers also require constant maintenance in order to optimize performance.
4. Equipment Maintenance - Each employee is responsible for treating his particular piece of machinery as if it were his own. Washing, greasing, oiling, etc., all machinery is done on a schedule that keeps mowers, utility vehicles, spreaders, etc., in the best condition possible.
5. General Golf Course Maintenance - Besides the obvious areas previously stated, our crew maintains sand bunkers, weed eats continuously, maintains the maintenance area and the golf shop grounds, and trims trees when necessary. They work 7 days a week because mowing greens and changing the hole position on the greens is required daily.

Budget Summary:

The 2016-2017 Budget figure of \$715,942 is based upon many known and anticipated costs that are gleaned through information gathered from equivalent surrounding golf courses and from past years of operations. Revenues and

expenses may fluctuate, depending on the number of golfers and their activity in the golf shop and golf course. In addition, costs for ½ for the Golf Course Manager, ½ of the Golf Professional, and ½ half of the course mechanic are included in this budget.

The Golf Courses produce revenues through the sale of memberships, green fees, tournaments, merchandise, food, and beverages. The 2016-2017 Budget projects that the Highland Lake Golf Course will generate \$510,991 in revenue.

Personnel:

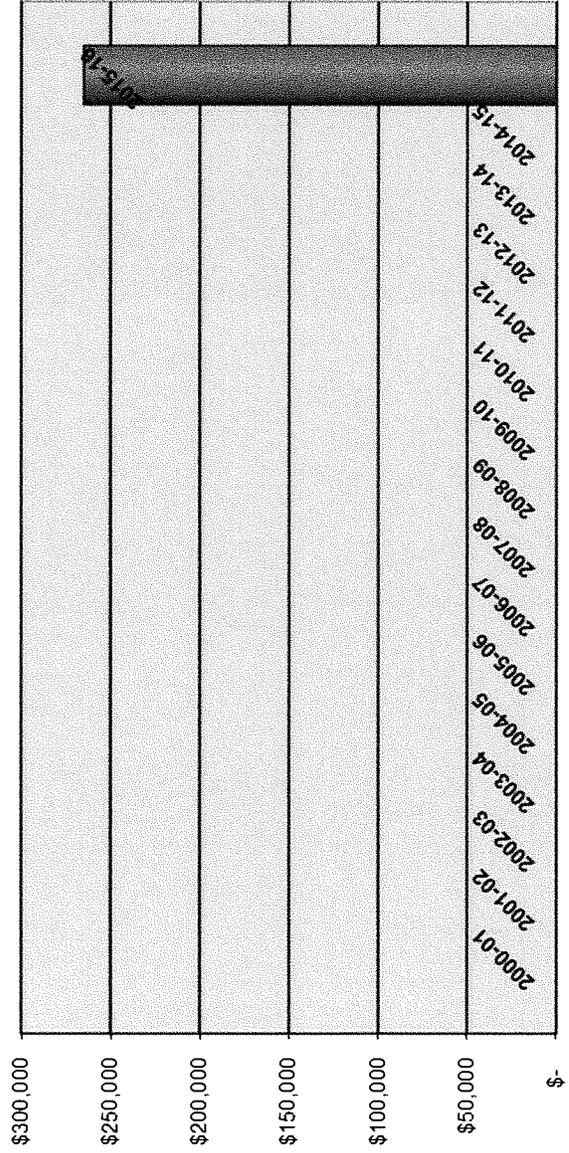
Current staffing levels for the Highland Lakes Golf Course ProShop include 7 positions as follows:

- 1 Golf Course Manager (at 50%)
- 1 Golf Professional (at 50%)
- 2 Clerks – Full Time
- 3 Golf Cart Attendants – Part Time

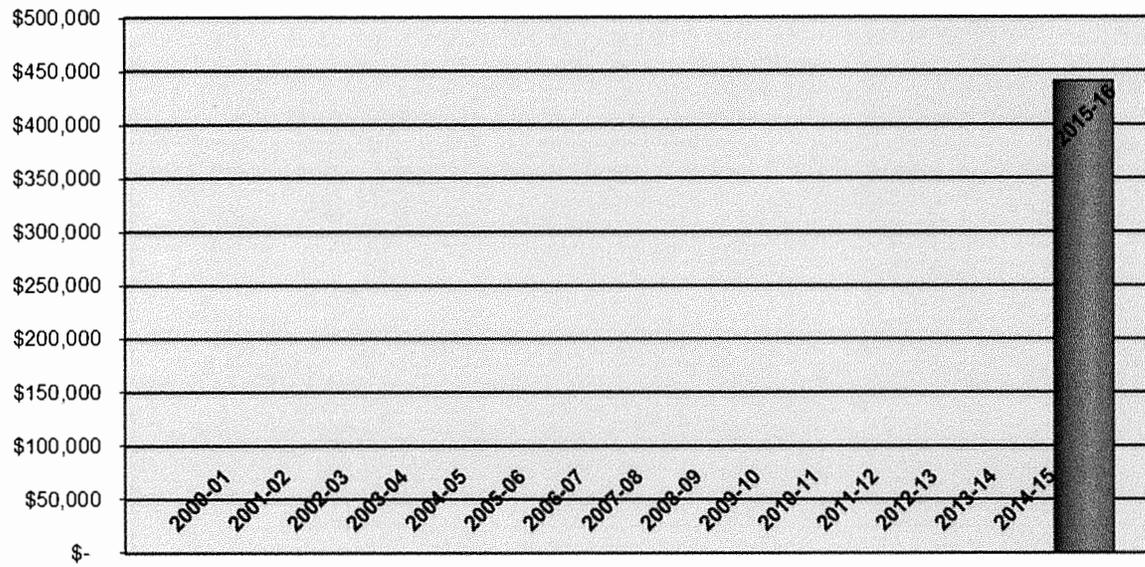
Current staffing levels for the Highland Lakes Golf Course Maintenance Department include 7 positions as follows:

- 1 Crew Leader/Irrigation Tech (at 50%)
- 1 Mechanic (at 50%)
- 5 Maintenance Employees

Highland Lakes Golf Course Pro Shop & Snack Bar Expenses



Highland Lakes Golf Course Maintenance Expenses



Highland Lake Golf Course Combined Summary

	Yr End Actual <u>9/30/15</u>	Current Budget <u>2015-16</u>	9 Months Actual YTD <u>6/30/16</u>	Year End Estimated <u>9/30/16</u>	<u>Calculation</u>	Base Budget <u>2016-17</u>	Supplemental Budget <u>Request</u>	Total Budget Request <u>2016-17</u>	Budget <u>Cuts</u>	Adopted Budget <u>2016-17</u>
<u>Revenues</u>	\$ -	\$ 742,570	\$ 198,932	\$ 262,956		\$ 488,241	\$ -	\$ 488,241	\$ -	\$ 488,241
<u>Transfer from Utility Fund</u>	\$ -	\$ 305,000	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
<u>Transfer from General Fund</u>	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 230,000	\$ 230,000	\$ -	\$ 230,000
<u>Combined Expenses</u>										
Personnel & Benefits	\$ -	\$ 391,963	\$ 283,892	\$ 410,185		\$ 400,681	\$ -	\$ 400,681	\$ -	\$ 400,681
Operations & Maintenance	\$ 93	\$ 167,143	\$ 144,670	\$ 190,639		\$ 214,446	\$ -	\$ 214,446	\$ -	\$ 214,446
Supplies	\$ -	\$ 114,168	\$ 67,328	\$ 79,962		\$ 74,415	\$ -	\$ 74,415	\$ -	\$ 74,415
Services	\$ -	\$ 57,150	\$ 14,523	\$ 24,181		\$ 25,950	\$ -	\$ 25,950	\$ -	\$ 25,950
Fixed Assets	\$ -	\$ -	\$ -	\$ -		\$ 450	\$ -	\$ 450	\$ -	\$ 450
Transfer to Debt Service	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
Total Combined Expenses	\$ 93	\$ 730,424	\$ 510,412	\$ 704,967		\$ 715,942	\$ -	\$ 715,942	\$ -	\$ 715,942
Surplus (deficit)	\$ (93)	\$ 317,146	\$ (311,480)	\$ (442,011)		\$ (227,701)	\$ 230,000	\$ 2,299	\$ -	\$ 2,299

HIGHLAND LAKE GOLF COURSE FUND REVENUES

Account 15-440, 15-450, 15-460

Account Number	Account Name	Yr End Actual 09/30/15	Current Budget 2015-16	9 Months Actual YTD 6/30/16	Year End Estimate 09/30/16	Calculation	Base Budget 2016-17	Supplemental Budget Request	Total Budget Request 2016-17	Budget Cuts	Adopted Budget 2016-17
Pro Shop											
440-1100	Cart Rental	\$ -	\$ 69,000	\$ 43,665	\$ 55,042		\$ 79,613	\$ -	\$ 79,613	\$ -	\$ 79,613
440-1201	Driving Range Revenue	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
440-1305	Greens Fees	\$ -	\$ 129,000	\$ 87,561	\$ 116,812		\$ 149,971	\$ -	\$ 149,971	\$ -	\$ 149,971
440-1310	Handicap Fees	\$ -	\$ 250	\$ 450	\$ 500		\$ 695	\$ -	\$ 695	\$ -	\$ 695
440-1320	Membership Fees	\$ -	\$ 155,820	\$ 10,801	\$ 19,296		\$ 169,814	\$ -	\$ 169,814	\$ -	\$ 169,814
440-1325	Pro Shop Sales	\$ -	\$ 5,800	\$ 7,065	\$ 9,745		\$ 15,844	\$ -	\$ 15,844	\$ -	\$ 15,844
440-1330	Club Rental	\$ -	\$ 100	\$ 244	\$ 280		\$ 101	\$ -	\$ 101	\$ -	\$ 101
440-1335	Tournament Fees - Taxable	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
440-1336	Tournament Fees - Non Taxable	\$ -	\$ 10,000	\$ 5,821	\$ 6,000		\$ 10,000	\$ -	\$ 10,000	\$ -	\$ 10,000
440-1340	Other Revenue	\$ -	\$ -	\$ -	\$ -		\$ 1,248	\$ -	\$ 1,248	\$ -	\$ 1,248
440-1510	Capital Contributions	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
440-1810	Long and Short	\$ -	\$ -	\$ 110	\$ 110		\$ (42)	\$ -	\$ (42)	\$ -	\$ (42)
440-1900	Credit Card Fees	\$ -	\$ 200	\$ 158	\$ 200		\$ 350	\$ -	\$ 350	\$ -	\$ 350
440-9101	Transfer from General Fund	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 230,000	\$ 230,000	\$ -	\$ 230,000
440-9102	Transfer from Utility Fund	\$ -	\$ 305,000	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
	Subtotal	\$ -	\$ 675,170	\$ 155,876	\$ 207,985		\$ 427,594	\$ 230,000	\$ 657,594	\$ -	\$ 657,594
Snack Bar											
450-1100	Beer & Wine Sales	\$ -	\$ 53,000	\$ 33,542	\$ 42,911		\$ 51,020	\$ -	\$ 51,020	\$ -	\$ 51,020
450-1200	Other Drinks - Non-Taxable	\$ -	\$ 600	\$ 432	\$ 560		\$ 425	\$ -	\$ 425	\$ -	\$ 425
450-1201	Food Sales	\$ -	\$ 7,400	\$ 5,448	\$ 6,600		\$ 5,366	\$ -	\$ 5,366	\$ -	\$ 5,366
450-1205	Other Drinks - Taxable	\$ -	\$ 6,400	\$ 3,635	\$ 4,900		\$ 3,836	\$ -	\$ 3,836	\$ -	\$ 3,836
450-1300	Facility Rental	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
	Subtotal	\$ -	\$ 67,400	\$ 43,056	\$ 54,971		\$ 60,647	\$ -	\$ 60,647	\$ -	\$ 60,647
Maintenance											
460-1200	Insurance Recovery	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
	Subtotal	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
	Total Operating Revenues	\$ -	\$ 742,570	\$ 198,932	\$ 262,956		\$ 488,241	\$ 230,000	\$ 718,241	\$ -	\$ 718,241

HLGC PRO SHOP AND SNACK BAR

Account 15-520

Account Number	Account Name	Yr End Actual 9/30/15	Current Budget 2015-16	9 Months Actual YTD 6/30/16	Year End Estimate 9/30/16	Calculation	Base Budget 2016-17	Supplemental Budget Request	Total Budget Request 2016-17	Budget Cuts	Adopted Budget 2016-17
<u>Personnel & Benefits</u>											
1000	Accrued Salary (Auditor Adjustment)	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
1010	State Unemployment Tax (TWC) (First \$9,000. per emp x 1.9%)	\$ -	\$ 527	\$ 379	\$ 527		\$ 667	\$ -	\$ 667	\$ -	\$ 667
1020	Social Security / Medicare (7.65%)	\$ -	\$ 7,625	\$ 5,104	\$ 7,625		\$ 8,116	\$ -	\$ 8,116	\$ -	\$ 8,116
1030	TMRS (6.69%-3 mos / 7.93%-9 mos)	\$ -	\$ 5,123	\$ 3,352	\$ 5,123		\$ 6,185	\$ -	\$ 6,185	\$ -	\$ 6,185
1050	Health, Dental, & Life Insurance	\$ -	\$ 14,291	\$ 8,553	\$ 14,291		\$ 15,256	\$ -	\$ 15,256	\$ -	\$ 15,256
1070	Workers Compensation	\$ -	\$ 7,546	\$ 6,925	\$ 6,925		\$ 7,546	\$ -	\$ 7,546	\$ -	\$ 7,546
1100	Golf Course Manager Mark Cote @ 50%	\$ -	\$ 30,429	\$ 20,767	\$ 30,429		\$ 32,000	\$ -	\$ 32,000	\$ -	\$ 32,000
1102	Golf Professional Robert Mieras @ 50%	\$ -	\$ 15,625	\$ 6,648	\$ 15,625		\$ 17,500	\$ -	\$ 17,500	\$ -	\$ 17,500
1105	Front Desk Clerks Sam Bradshaw	\$ -	\$ 22,315	\$ 21,647	\$ 27,000		\$ 24,379	\$ -	\$ 24,379	\$ -	\$ 24,379
1106	Front Desk Clerk (PT) Vacant	\$ -	\$ -	\$ -	\$ -		\$ 8,840	\$ -	\$ 8,840	\$ -	\$ 8,840
1120	Outside Services/Cart Keepers Robert McCann Brandon Johnson	\$ -	\$ 23,400	\$ 12,638	\$ 23,400	\$ 7,800 \$ 7,800	\$ 15,600	\$ -	\$ 15,600	\$ -	\$ 15,600
1143	Cell Phone Allowance	\$ -	\$ -	\$ 45	\$ 200		\$ 450	\$ -	\$ 450	\$ -	\$ 450
1144	Car Allowance (Golf Course Manager \$425 x 12 mos x 50%)	\$ -	\$ 2,550	\$ 98	\$ 1,500		\$ 2,550	\$ -	\$ 2,550	\$ -	\$ 2,550

HLGC PRO SHOP AND SNACK BAR

Account 15-520

Account Number	Account Name	Yr End Actual 9/30/15	Current Budget 2015-16	9 Months Actual YTD 6/30/16	Year End Estimate 9/30/16	Calculation	Base Budget 2016-17	Supplemental Budget Request	Total Budget Request 2016-17	Budget Cuts	Adopted Budget 2016-17
1145	Longevity	\$ -	\$ 539	\$ 433	\$ 433		\$ 415	\$ -	\$ 415	\$ -	\$ 415
1146	Rewards Program	\$ -	\$ 813	\$ 407	\$ 407		\$ 810	\$ -	\$ 810	\$ -	\$ 810
1274	Overtime	\$ -	\$ 4,000	\$ 1,847	\$ 3,768		\$ 4,000	\$ -	\$ 4,000	\$ -	\$ 4,000
1500	Pay Plan Increases	\$ -	\$ 11,551	\$ -	\$ 11,551		\$ 13,482	\$ -	\$ 13,482	\$ -	\$ 13,482
	3% Pay Increase	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
	Subtotal	\$ -	\$ 146,334	\$ 88,844	\$ 148,804		\$ 157,797	\$ -	\$ 157,797	\$ -	\$ 157,797

Operation & Maintenance

4000	Liability/Property Insurance Liability/Property/Errors & Omissions/Vehicle Liability/Auto Physical Damage	\$ -	\$ 2,552	\$ 2,252	\$ 2,252		\$ 2,552	\$ -	\$ 2,552	\$ -	\$ 2,552
4200	Travel Misc. Travel PGA Educaton Travel	\$ -	\$ 200	\$ 2,185	\$ 2,300		\$ 1,215	\$ -	\$ 1,215	\$ -	\$ 1,215
4300	Education PGA TABC Certification	\$ -	\$ 2,000	\$ 600	\$ 1,750		\$ 700	\$ -	\$ 700	\$ -	\$ 700
4400	Dues & Subscriptions	\$ -	\$ 200	\$ 1,808	\$ 1,808		\$ 1,808	\$ -	\$ 1,808	\$ -	\$ 1,808
4570	Rental/Lease Golf Cart Lease HLGC ProShop Otwell Lease Other (Building, Portapotties)	\$ -	\$ 48,204	\$ 36,163	\$ 48,654		\$ 33,281	\$ -	\$ 33,281	\$ -	\$ 33,281
4575	Bank Charges Credit Card Charges	\$ -	\$ 6,300	\$ 4,807	\$ 7,000		\$ 5,945	\$ -	\$ 5,945	\$ -	\$ 5,945
4600	Telephone	\$ -	\$ 2,000	\$ 1,621	\$ 2,045		\$ 1,721	\$ -	\$ 1,721	\$ -	\$ 1,721

HLGC PRO SHOP AND SNACK BAR
Account 15-520

Account Number	Account Name	Yr End Actual 9/30/15	Current Budget 2015-16	9 Months Actual YTD 6/30/16	Year End Estimate 9/30/16	Calculation	Base Budget 2016-17	Supplemental Budget Request	Total Budget Request 2016-17	Budget Cuts	Adopted Budget 2016-17
4650	Electricity	\$ -	\$ 8,000	\$ 2,031	\$ 4,000		\$ 5,695	\$ -	\$ 5,695	\$ -	\$ 5,695
4670	Water Service	\$ -	\$ 2,000	\$ 2,634	\$ 3,200		\$ 2,703	\$ -	\$ 2,703	\$ -	\$ 2,703
4672	Drought Emergency Fee	\$ -	\$ 610	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
4675	Sewer Service	\$ -	\$ 1,500	\$ 778	\$ 1,048		\$ 1,100	\$ -	\$ 1,100	\$ -	\$ 1,100
4680	Cable TV Service	\$ -	\$ 600	\$ 1,160	\$ 1,987		\$ 1,550	\$ -	\$ 1,550	\$ -	\$ 1,550
4700	Maintenance/Repairs	\$ -	\$ 1,000	\$ 24	\$ 100		\$ 400	\$ -	\$ 400	\$ -	\$ 400
4715	Maint/Repair Unanticipated	\$ -	\$ 3,000	\$ 301	\$ 500		\$ 2,600	\$ -	\$ 2,600	\$ -	\$ 2,600
4750	Miscellaneous Expenses	\$ -	\$ 1,000	\$ 1,000	\$ 1,200		\$ 1,300	\$ -	\$ 1,300	\$ -	\$ 1,300
	Subtotal	\$ -	\$ 79,166	\$ 57,362	\$ 77,844		\$ 62,570	\$ -	\$ 62,570	\$ -	\$ 62,570
<u>Supplies</u>											
5300	Supplies	\$ -	\$ 2,000	\$ 782	\$ 1,200		\$ 900	\$ -	\$ 900	\$ -	\$ 900
5301	Pro Shop Inventory	\$ -	\$ 6,000	\$ 7,150	\$ 8,000		\$ 10,500	\$ -	\$ 10,500	\$ -	\$ 10,500
5302	Snack Bar Supplies	\$ -	\$ 4,200	\$ 1,349	\$ 1,500		\$ 2,500	\$ -	\$ 2,500	\$ -	\$ 2,500
5303	Snack Bar Food	\$ -	\$ 9,000	\$ 2,589	\$ 3,300		\$ 4,300	\$ -	\$ 4,300	\$ -	\$ 4,300
5304	Snack Bar Drinks	\$ -	\$ 5,800	\$ 2,145	\$ 2,500		\$ 2,300	\$ -	\$ 2,300	\$ -	\$ 2,300
5305	Snack Bar Beer & Wine	\$ -	\$ 18,000	\$ 9,512	\$ 11,250		\$ 14,700	\$ -	\$ 14,700	\$ -	\$ 14,700
5306	Pro Shop Supplies	\$ -	\$ 300	\$ 73	\$ 100		\$ 400	\$ -	\$ 400	\$ -	\$ 400
	Subtotal	\$ -	\$ 45,300	\$ 23,600	\$ 27,850		\$ 35,600	\$ -	\$ 35,600	\$ -	\$ 35,600

HLGC PRO SHOP AND SNACK BAR
Account 15-520

<u>Account Number</u>	<u>Account Name</u>	<u>Yr End Actual 9/30/15</u>	<u>Current Budget 2015-16</u>	<u>9 Months Actual YTD 6/30/16</u>	<u>Year End Estimate 9/30/16</u>	<u>Calculation</u>	<u>Base Budget 2016-17</u>	<u>Supplemental Budget Request</u>	<u>Total Budget Request 2016-17</u>	<u>Budget Cuts</u>	<u>Adopted Budget 2016-17</u>
<u>Services</u>											
6100	Professional Services Comprehensive Golf Plan	\$ -	\$ 250	\$ -	\$ 250		\$ 2,000	\$ -	\$ 2,000	\$ -	\$ 2,000
6135	Contract Services TGA - GHIN Handicap	\$ -	\$ 2,500	\$ 257	\$ 300		\$ 1,100	\$ -	\$ 1,100	\$ -	\$ 1,100
6540	Maintenance Agreements ADT Club Prophet System ECO Lab Janitor Service	\$ -	\$ 8,000	\$ 4,868	\$ 5,782		\$ 6,900	\$ -	\$ 6,900	\$ -	\$ 6,900
6550	Advertising Yellow Pager Golfers Guide Magazine Local Paper	\$ -	\$ 4,000	\$ 3,004	\$ 3,721		\$ 3,800	\$ -	\$ 3,800	\$ -	\$ 3,800
6560	Promotional	\$ -	\$ -	\$ -	\$ 94		\$ 100	\$ -	\$ 100	\$ -	\$ 100
6600	Trash Service	\$ -	\$ -	\$ -	\$ 171		\$ 200	\$ -	\$ 200	\$ -	\$ 200
	Subtotal	\$ -	\$ 14,750	\$ 8,129	\$ 10,318		\$ 14,100	\$ -	\$ 14,100	\$ -	\$ 14,100
<u>Fixed Assets</u>											
9000	Fixed Assets Computers and printers Software Surveillance Cameras	\$ -	\$ -	\$ -	\$ -		\$ 450	\$ -	\$ 450	\$ -	\$ 450
	Subtotal	\$ -	\$ -	\$ -	\$ -		\$ 450	\$ -	\$ 450	\$ -	\$ 450
	Total	\$ -	\$ 285,550	\$ 177,935	\$ 264,816		\$ 270,517	\$ -	\$ 270,517	\$ -	\$ 270,517

HLGC GROUNDS MAINTENANCE BUDGET
Account 15-540

<u>Account Number</u>	<u>Account Name</u>	<u>Yr End Actual 9/30/15</u>	<u>Current Budget 2015-16</u>	<u>9 Months Actual YTD 6/30/16</u>	<u>Year End Estimate 9/30/16</u>	<u>Calculation</u>	<u>Base Budget 2016-17</u>	<u>Supplemental Budget Request</u>	<u>Total Budget Request 2016-17</u>	<u>Budget Cuts</u>	<u>Adopted Budget 2016-17</u>
1000	Accured Salary (Auditor Adjustment)	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
1010	State Unemployment Tax (TWC) (First \$9,000. per employee x 1.9%)	\$ -	\$ 878	\$ 796	\$ 1,200		\$ 1,026	\$ -	\$ 1,026	\$ -	\$ 1,026
1020	Social Security / Medicare (7.65%)	\$ -	\$ 13,179	\$ 10,057	\$ 12,951		\$ 13,259	\$ -	\$ 13,259	\$ -	\$ 13,259
1030	TMRS (6.69%-3 mos / 7.93% - 9 mos)	\$ -	11,591	\$ 8,844	11,475		\$ 13,129	\$ -	\$ 13,129	\$ -	\$ 13,129
1050	Health, Dental, & Life Insurance	\$ -	\$ 43,558	\$ 34,512	\$ 44,000		\$ 37,997	\$ -	\$ 37,997	\$ -	\$ 37,997
1070	Workers Compensation	\$ -	\$ 4,153	\$ 3,743	\$ 3,743		\$ 4,153	\$ -	\$ 4,153	\$ -	\$ 4,153
1100	Crew Leader / Irrigation Tech Diego Navarro @ 50%	\$ -	\$ 31,602	\$ 30,746	\$ 37,000	\$ -	\$ 26,750	\$ -	\$ 26,750	\$ -	\$ 26,750
1105	Maintenance Personnel Michael Hatchett Cody Hegadus Allen Marble Vacant Vacant	\$ -	\$ 113,143	\$ 89,834	\$ 128,054	\$ 25,833 \$ 24,024 \$ 23,201 \$ 23,400 \$ 22,880	\$ 119,338	\$ -	\$ 119,338	\$ -	\$ 119,338
1115	Golf Course Mechanic Jaime Martinez @ 50%	\$ -	\$ 13,750	\$ 3,986	\$ 7,000		\$ 13,750	\$ -	\$ 13,750	\$ -	\$ 13,750
1145	Longevity	\$ -	\$ 817	\$ 796	\$ 796		\$ 727	\$ -	\$ 727	\$ -	\$ 727
1146	Rewards Program	\$ -	\$ 2,439	\$ 2,439	\$ 2,439		\$ 2,430	\$ -	\$ 2,430	\$ -	\$ 2,430
1147	Work Boot Allowance	\$ -	\$ 2,519	\$ 2,325	\$ 2,325		\$ 2,325	\$ -	\$ 2,325	\$ -	\$ 2,325
1274	Overtime	\$ -	\$ 8,000	\$ 6,970	\$ 10,398		\$ 8,000	\$ -	\$ 8,000	\$ -	\$ 8,000
1500	Pay Plan Increases	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -

HLGC GROUNDS MAINTENANCE BUDGET

Account 15-540

Account Number	Account Name	Yr End Actual 9/30/15	Current Budget 2015-16	9 Months Actual YTD 6/30/16	Year End Estimate 9/30/16	Calculation	Base Budget 2016-17	Supplemental Budget Request	Total Budget Request 2016-17	Budget Cuts	Adopted Budget 2016-17
	3% Pay Increase	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
	Subtotal	\$ -	\$ 245,629	\$ 195,048	\$ 261,381		\$ 242,884	\$ -	\$ 242,884	\$ -	\$ 242,884
<u>Operation & Maintenance</u>											
4000	Liability/Property Insurance Liability /Property/Errors & Omissions	\$ -	\$ 2,169	\$ 2,128	\$ 2,128		\$ 2,169	\$ -	\$ 2,169	\$ -	\$ 2,169
4110	Uniforms Uniform (Purchase) Winter Coats Light Winter Coats	\$ -	\$ 3,500	\$ 1,438	\$ 1,438		\$ 1,440	\$ -	\$ 1,440	\$ -	\$ 1,440
4200	Travel	\$ -	\$ 750	\$ 1,121	\$ 1,200		\$ 1,340	\$ -	\$ 1,340	\$ -	\$ 1,340
4300	Education	\$ -	\$ 1,000	\$ 1,113	\$ 1,163		\$ 1,120	\$ -	\$ 1,120	\$ -	\$ 1,120
4570	Rental/Lease US Rental (Small Rock Saw/Back Hoe) Golf Course Equip Lease \$2543/month x 50% Golf Course Equip Lease \$3590/month x 50%	\$ -	\$ 36,798	\$ 35,275	\$ 45,000		\$ 76,597	\$ -	\$ 76,597	\$ -	\$ 76,597
4600	Telephone / Cell Phones / Pagers (Diego, James, Chris)	\$ -	\$ 500	\$ 809	\$ 1,070		\$ 840	\$ -	\$ 840	\$ -	\$ 840
4650	Electricity To include Rest Rooms	\$ -	\$ 20,000	\$ 20,855	\$ 32,632		\$ 23,700	\$ -	\$ 23,700	\$ -	\$ 23,700
4670	Water Service - Rest Rooms	\$ -	\$ 600	\$ -	\$ 205		\$ 210	\$ -	\$ 210	\$ -	\$ 210
4672	Drought Emergency Fee	\$ -	\$ 360	\$ -	\$ -		\$ 50	\$ -	\$ 50	\$ -	\$ 50
4675	Sewer Service - Rest Rooms	\$ -	\$ 650	\$ -	\$ 291		\$ 300	\$ -	\$ 300	\$ -	\$ 300
4700	Equipment Repairs & Maintenance	\$ -	\$ 11,600	\$ 14,103	\$ 16,000		\$ 18,300	\$ -	\$ 18,300	\$ -	\$ 18,300

HLGC GROUNDS MAINTENANCE BUDGET

Account 15-540

Account Number	Account Name	Yr End Actual 9/30/15	Current Budget 2015-16	9 Months Actual YTD 6/30/16	Year End Estimate 9/30/16	Calculation	Base Budget 2016-17	Supplemental Budget Request	Total Budget Request 2016-17	Budget Cuts	Adopted Budget 2016-17
4705	Irrigation Maintenance & Repairs	\$ -	\$ 8,500	\$ 7,939	\$ 8,850		\$ 22,800	\$ -	\$ 22,800	\$ -	\$ 22,800
4710	Golf Cart Maint & Repairs	\$ -	\$ 800	\$ 1,877	\$ 2,068		\$ 2,100	\$ -	\$ 2,100	\$ -	\$ 2,100
4725	Vehicle Maintenance & Repairs	\$ 93	\$ 250	\$ 5	\$ 100		\$ 300	\$ -	\$ 300	\$ -	\$ 300
4750	Miscellaneous Expenses	\$ -	\$ 500	\$ 644	\$ 650		\$ 610	\$ -	\$ 610	\$ -	\$ 610
	Subtotal	\$ 93	\$ 87,977	\$ 87,308	\$ 112,795		\$ 151,876	\$ -	\$ 151,876	\$ -	\$ 151,876

Supplies

5300	Supplies	\$ -	\$ 4,300	\$ 5,501	\$ 6,200		\$ 6,500	\$ -	\$ 6,500	\$ -	\$ 6,500
5305	Small Tools Weed Eater, Chain Saw, Push Mower (1 of each) Misc.	\$ -	\$ 700	\$ 346	\$ 800		\$ 240	\$ -	\$ 240	\$ -	\$ 240
5400	Fuel/Lubricants Equipment/Vehicle/Carts	\$ -	\$ 25,000	\$ 7,339	\$ 12,000		\$ 15,700	\$ -	\$ 15,700	\$ -	\$ 15,700
5430	Chemicals	\$ -	\$ 4,700	\$ 6,212	\$ 7,500		\$ 4,300	\$ -	\$ 4,300	\$ -	\$ 4,300
5435	Fertilizer	\$ -	\$ 10,833	\$ 3,733	\$ 3,734		\$ 5,400	\$ -	\$ 5,400	\$ -	\$ 5,400
5440	Sand & Soil	\$ -	\$ 5,200	\$ 1,535	\$ 2,816		\$ 6,600	\$ -	\$ 6,600	\$ -	\$ 6,600
5445	Seed	\$ -	\$ 18,000	\$ 19,062	\$ 19,062		\$ -	\$ -	\$ -	\$ -	\$ -
5450	Other Materials & Supplies	\$ -	\$ 135	\$ -	\$ -		\$ 75	\$ -	\$ 75	\$ -	\$ 75
	Subtotal	\$ -	\$ 68,868	\$ 43,728	\$ 52,112		\$ 38,815	\$ -	\$ 38,815	\$ -	\$ 38,815

Services

6135	Contract Services Electrician	\$ -	\$ 500	\$ 135	\$ 135		\$ 150	\$ -	\$ 150	\$ -	\$ 150
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HLGC GROUNDS MAINTENANCE BUDGET

Account 15-540

<u>Account Number</u>	<u>Account Name</u>	<u>Yr End Actual 9/30/15</u>	<u>Current Budget 2015-16</u>	<u>9 Months Actual YTD 6/30/16</u>	<u>Year End Estimate 9/30/16</u>	<u>Calculation</u>	<u>Base Budget 2016-17</u>	<u>Supplemental Budget Request</u>	<u>Total Budget Request 2016-17</u>	<u>Budget Cuts</u>	<u>Adopted Budget 2016-17</u>
6150	Greens Keeper 50% of Contract	\$ -	\$ 30,000	\$ 1,328	\$ 1,328		\$ -	\$ -	\$ -	\$ -	\$ -
6430	Bulk Water	\$ -	\$ 10,000	\$ 4,670	\$ 12,000		\$ 9,100	\$ -	\$ 9,100	\$ -	\$ 9,100
6500	Miscellaneous Services Frank Oaralas	\$ -	\$ 1,900	\$ 261	\$ 400		\$ 2,600	\$ -	\$ 2,600	\$ -	\$ 2,600
	Subtotal	\$ -	\$ 42,400	\$ 6,393	\$ 13,863		\$ 11,850	\$ -	\$ 11,850	\$ -	\$ 11,850
<u>Fixed Assets</u>											
	Subtotal	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
	Total	\$ 93	\$ 444,874	\$ 332,477	\$ 440,151		\$ 445,425	\$ -	\$ 445,425	\$ -	\$ 445,425

UTILITY FUND REVENUES
FUND 30

Account Number	Account Name	Yr End Actual 09/30/15	Current Budget 2015-16	9 Months Actual YTD 6/30/16	Year End Estimate 09/30/16	Base Budget 2016-17	Supplemental Budget Request	Total Budget Request 2016-17	Budget Cuts	Adopted Budget 2016-17
Contribution Capital										
430-1200	Insurance Recovery	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
430-1300	Contributed Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
General Operations										
450-1410	Investment Interest	\$ 361	\$ 319	\$ 749	\$ 1,113	\$ 1,113	\$ -	\$ 1,113	\$ -	\$ 1,113
450-1415	Special Account Interest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
450-1420	Utility Extension Request Fee	\$ 6,125	\$ 5,200	\$ 7,665	\$ 7,000	\$ 7,000	\$ -	\$ 7,000	\$ -	\$ 7,000
450-1421	Interfund Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
450-1425	Trans from Bond for Labor/Equip	\$ 128,262	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
450-1430	Credit Card Service Fee	\$ 23,138	\$ 21,600	\$ 20,322	\$ 27,000	\$ 27,000	\$ -	\$ 27,000	\$ -	\$ 27,000
450-1601	PID Administration	\$ 50,000	\$ 25,000	\$ -	\$ -	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ 25,000
450-1602	PID Inspections	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
450-1810	Cash Long and Short	\$ (19)	\$ -	\$ 20	\$ 20	\$ -	\$ -	\$ -	\$ -	\$ -
450-3230	LCRA Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
450-9060	Loan Proceeds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
450-9800	Other Resources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
450-9900	Interfund Transfer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Subtotal	\$ 207,867	\$ 52,119	\$ 28,756	\$ 35,133	\$ 60,113	\$ -	\$ 60,113	\$ -	\$ 60,113
Water Services										
460-4100	Water Service Fees	\$ 2,086,683	\$ 2,694,144	\$ 1,759,987	\$ 2,299,833	\$ 2,940,474	\$ -	\$ 2,940,474	\$ -	\$ 2,940,474
460-4150	Drought Emergency Fee	\$ 345,478	\$ 18,048	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
460-4300	Water Tap Fees	\$ 118,500	\$ 112,000	\$ 111,300	\$ 150,000	\$ 180,000	\$ -	\$ 180,000	\$ -	\$ 180,000
460-4360	Water Extensions	\$ 15,376	\$ 9,050	\$ 18,265	\$ 19,295	\$ 19,295	\$ -	\$ 19,295	\$ -	\$ 19,295
460-4400	Other Revenue	\$ 18,873	\$ 16,468	\$ 15,773	\$ 16,468	\$ 19,500	\$ -	\$ 19,500	\$ -	\$ 19,500
460-4450	Reconnect Fee Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
460-4500	Penalties - Service Accounts	\$ 75,720	\$ 75,000	\$ 60,795	\$ 84,300	\$ 84,300	\$ -	\$ 84,300	\$ -	\$ 84,300
460-4740	Rebate Utility Service Line	\$ 2,314	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Subtotal	\$ 2,662,945	\$ 2,924,710	\$ 1,966,120	\$ 2,569,896	\$ 3,243,569	\$ -	\$ 3,243,569	\$ -	\$ 3,243,569
Sewer Services										
470-4100	Waste Water Service Fees	\$ 1,648,677	\$ 1,697,586	\$ 1,296,358	\$ 1,747,843	\$ 1,812,104	\$ -	\$ 1,812,104	\$ -	\$ 1,812,104
470-4310	Sewer Tap Fees	\$ 111,000	\$ 110,000	\$ 117,000	\$ 150,000	\$ 180,000	\$ -	\$ 180,000	\$ -	\$ 180,000
470-4360	Sewer Extensions	\$ 6,009	\$ 7,000	\$ 34,403	\$ 48,795	\$ 48,795	\$ -	\$ 48,795	\$ -	\$ 48,795
470-4400	Other Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
470-9900	Interfund Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Subtotal	\$ 1,765,686	\$ 1,814,586	\$ 1,447,761	\$ 1,946,638	\$ 2,040,899	\$ -	\$ 2,040,899	\$ -	\$ 2,040,899
Capital Improvements										
480-1100	Transfer From Bond Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**DEPARTMENTAL BUDGET NARRATIVE
LAGO VISTA GOLF COURSE FUND TRANSFER
2016-2017**

Fixed Assets	\$ 0
TOTALS	\$ 0

Budget Summary:

The 2016-2017 Budget for the Lago Vista Golf Course Transfer includes no transfer from the Utility Fund to the Golf Fund.

GOLF COURSE FUND TRANSFER

Account 30-579

<u>Account Number</u>	<u>Account Name</u>	<u>Yr End Actual 09/30/15</u>	<u>Current Budget 2015-16</u>	<u>9 Months Actual YTD 6/30/16</u>	<u>Year End Estimate 09/30/16</u>	<u>Calculation</u>	<u>Base Budget 2016-17</u>	<u>Supplemental Budget Request</u>	<u>Total Budget Request 2016-17</u>	<u>Budget Cuts</u>	<u>Adopted Budget 2016-17</u>
9775	Transfer to Lago Vista Golf Course	\$ -	\$ 35,000	\$ -	\$ -		\$ -		\$ -	\$ -	\$ -
TOTAL		\$ -	\$ 35,000	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -

**DEPARTMENTAL BUDGET NARRATIVE
HIGHLAND LAKES GOLF COURSE FUND TRANSFER
2016-2017**

Fixed Assets	\$ 0
TOTALS	\$ 0

Budget Summary:

The 2016-2017 Budget for the Highland Lakes Golf Course Transfer includes no transfer from the Utility Fund to the Golf Fund.

HIGHLAND LAKES GOLF COURSE FUND TRANSFER

Account 30-579

<u>Account Number</u>	<u>Account Name</u>	<u>Yr End Actual 09/30/15</u>	<u>Current Budget 2015-16</u>	<u>9 Months Actual YTD 6/30/16</u>	<u>Year End Estimate 09/30/16</u>	<u>Calculation</u>	<u>Base Budget 2016-17</u>	<u>Supplemental Budget Request</u>	<u>Total Budget Request 2016-17</u>	<u>Budget Cuts</u>	<u>Adopted Budget 2016-17</u>
3780	Transfer to Highland Lakes Golf C	\$ -	\$ 305,000	\$ -	\$ -		\$ -		\$ -	\$ -	\$ -
TOTAL		\$ -	\$ 305,000	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -

Parks/Sports Facilities	Veteran's Park	\$ 20,000	\$ 92,000
	Sports Complex Improvements	\$ 72,000	
	Parks Subtotal		
Aquatics	-	\$ -	\$ -
		Aquatics Subtotal	
Airport	Property Acquisition	\$ 250,000	\$ 250,000
	Airport Subtotal		
Public Works, Planning & City Facilities	Emergency Generator for Library	\$ 40,000	\$ 90,000
	Municipal Plaza Complex Engineering for Design and Relocation of Utilities Underground	\$ 50,000	
	Public Works / Planning Subtotal		
Golf	Lago Vista Clubhouse Repairs	\$ 100,000	\$ 100,000
	Golf Subtotal		
FY16/17 Total		\$ 3,967,000	



MEETING DATE: September 13, 2016

AGENDA ITEM: Discussion, consideration, action, if any concerning status of Walter Wedding Estate
HL clubhouse purchase.

Comments:

Motion by: _____

Secoded by: _____

Content of Motion: _____

Vote: Robbins _____; Hamilton _____; Speckmann _____; _____;

Jackson _____; Everett _____; Williams _____

Motion Carried: Yes _____; No _____

MEETING DATE: October 11, 2016

AGENDA ITEM: Discussion, consideration, action, if any concerning status of analysis study on golf courses and city impact.

Comments:

Motion by: _____

Seconded by: _____

Content of Motion: _____

Vote: Robbins _____; Hamilton _____; Speckmann _____; _____;

Jackson _____; Everett _____; Williams _____

Motion Carried: Yes _____; No _____

MEETING DATE: October 11, 2016

AGENDA ITEM: Discussion, consideration, action, if any concerning restaurant operations and future status.

Comments:

Motion by: _____

Seconded by: _____

Content of Motion: _____

Vote: Robbins _____; Hamilton _____; Speckmann _____; _____;

Jackson _____; Everett _____; Williams _____

Motion Carried: Yes _____; No _____

MEETING DATE: October 11, 2016

AGENDA ITEM: Discussion, consideration, action, if any concerning process for GCAC member vacancy fill(s).

Comments:

Motion by: _____

Seconded by: _____

Content of Motion: _____

Vote: Robbins _____; Hamilton _____; Speckmann _____; _____;

Jackson _____; Everett _____; Williams _____

Motion Carried: Yes _____; No _____

MEETING DATE: October 11, 2016

AGENDA ITEM: Discussion, consideration, action, if any concerning rescheduling the November 8 scheduled meeting due to the upcoming election.

Comments:

Motion by: _____

Seconded by: _____

Content of Motion: _____

Vote: Robbins _____; Hamilton _____; Speckmann _____; _____;

Jackson _____; Everett _____; Williams _____

Motion Carried: Yes _____; No _____

MEETING DATE: October 11, 2016

AGENDA ITEM: Consider schedule and items for future Committee meetings.

Comments:

Motion by: _____

Seconded by: _____

Content of Motion: _____

Vote: Robbins _____ ; **Hamilton** _____ ; **Speckmann** _____ ; _____ ;

Jackson _____ ; **Everett** _____ ; **Williams** _____

Motion Carried: Yes _____ ; **No** _____