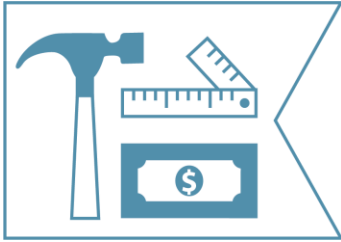


Capital Reserve Study – Scope of Services



A Club Benchmarking Capital Reserve Study (CRS) serves as the foundation for your club's long-term financial plan and supports forward-thinking leadership versus term-by-term survival.

Our CRS Specialists are experienced professionals who understand the unique aspects of asset management in a private club setting.

They utilize a proprietary CRS process to provide complete asset coverage and deliver a precise assessment of condition, useful remaining life and replacement/repair cost. As a club management tool, the CRS is used to forecast necessary capital repair and replacement expenditures for every club asset with a current year replacement value of \$2,500 and greater, and a useful life of 3 years and greater during the 20-year timeframe of the study.

The Club Benchmarking CRS Process:

- Preliminary phone meeting to review the CRS process and answer questions
- Questionnaire for individual department heads
- Review of Fixed Asset and Depreciation Schedule
- On-site inspection and inventory of all fixed assets
- Interviews with key personnel including GM and department managers for input on their department's fixed assets, conditions and needs
- Delivery of a detailed financial record noting every single fixed asset with a 20-year timeframe. Review of results with staff and committees
- On-site follow up meetings available and priced into the contract upon request

CAPITAL RESERVE STUDY COMPONENTS

Physical Inspection

- Clubhouse interior and exterior envelope
- Clubhouse furniture, fixtures and equipment
- Clubhouse mechanical systems
- Wellness/Fitness Center and Spa
- Aquatics
- Tennis center
- Platform courts and site assets.

Golf Course Analysis

- Bunkers
- Cart Paths
- Cart Barn
- Driving Range
- Fairways
- Golf Operations
- Greens and Approaches
- Irrigation Pumps, Controls, Piping and Pump House
- Landscaping
- Out Buildings
- Practice Facilities
- Tees
- Course Maintenance Facility Buildings & Equipment

Other Amenities

- Marina
- Ice Rinks
- Skeet Shoots
- Indoor racquet centers
- Bocce Courts
- Pickle Ball

Financial Record Review

The financial records review and analysis combined with an on-site, non-invasive visual inspection create the core of the Study.

Capital Asset Expenditure Plan

This comprehensive report presents recommended capital expenditures and the related contributions necessary to maintain the present scope of amenities and physical condition.

The Capital Asset Expenditure Plan helps club leaders...

- Fulfill fiduciary responsibility for stewardship of club assets
- Improve efficiency of the annual budget process
- Make informed, confident decisions about capital investments over time