

BUDGET & FINANCE ADVISORY COMMITTEE MEETING

10/28/2020 MEETING MINUTES

MS Teams Virtual Meeting 9:30-11:30AM

Attendees: Dick Keiling (Chairman), Tom Piatti, Brian Reynolds, George Solyak, Jeff Knepper; Non-Committee: Doug Parks (Board Liaison), John Viola, Colby Philipps, Steve Phillips, Julia Johnson, Nobie Violante, Eddie Wells; Public, Tom Stauss

Meeting called to order 9:02AM

- 1. No Public Comments**
- 2. Minutes from the 9/30/2020 Committee meeting submitted and approved**
- 3. Sports Core Room Project – Colby Philipps/Eddie Wells Presenter**

Reasons for adding a room to the existing facility:

- Training facility area to hold classes currently taught at the south gate fire house. Due to space constraints aquatics is unable to provide multiple programs simultaneously.
- Party Room, birthday parties throughout the Fall to Spring months are limited in size due to current space. In addition, creating a private party space available will increase both demand and desirability. This space will allow us to market privacy with access to the pool. Estimated additional revenue in the written proposal provided show \$6000. During the presentation C. Phillips stated additional revenue could be up to \$8000.
- Meeting/Training space for groups that come into to use the facility. a.] Swim Team: SDHS and OPST. b.] Fire Depts.: OC/Berlin/Showell. c.] Other agencies that need meeting/training
- Improve the space for training in the 4th grade swim program.
- Estimated cost is \$209,345. Project would be new capital.
- It was noted that the quote had a number of exclusions such as finish paint, Fire system installation, CATV wiring and connections. It was explained that Public works would do this work. The expenses for Public works to do the work not in the quote would be a new capital expense. Also, this would be a stand-alone building with a breezeway connection to the pool.
- Consensus was that this was a good project and needed space. Currently there is only 95K in the new capital budget and there are other projects that would require new capital money. These include the Pickle ball court project, Addition of guest boat slips, recreational pier and boat ramp gates. Priorities will need to be set.

4. Mail box cluster project– Colby Philipps/Eddie Wells Presenter

- A team of home owners, and OP staff was assembled to review the current status of the mail box clusters throughout OP.
- A detailed chart of the Mail Box clusters for areas north of rt 90 and south of rt 90 was developed with each cluster having the needs set forth.
- Items in need of work repair or replace are: mailboxes themselves; mail box pedestals; concrete pads; pavilions where located; lights; all areas need power washing.
- Cost estimates are: Mail boxes - \$18,750; Pedestals - \$34,650; Repair Concrete/asphalt pads – \$104,000. Total – \$157,400 This would be replacement capital. ***“It was determined after the meeting that the Mail Box clusters are not on the DMA report. There will need to be further discussion on this being replacement capital or new capital. This will need to be a topic at a future meeting”***
- In addition, there was a proposal to construct additional Pavilions over mail box clusters starting with those on Ocean Parkway. Cost of each pavilion would be 15K to 20K. Proposals is to complete 3 in 2021 and then another 3 in 2022. Idea was to start on those on Ocean Parkway as those are the most visible and would provide a nice appearance. It was noted that the eventual completion date of the entire OP mailbox areas would be 2037. This project would be new capital. Concerns were how to address the total cost, i.e. as one project or each year a new project.
- Consensus was the repair and replacement of the existing mailbox clusters was necessary. Regarding the new pavilions it was determined additional time to review was required.

5. Boat Ramp Project– Colby Philipps/Eddie Wells Presenter

- This has been a long-standing issue due to many reasons, non-residents using the ramp, Service providers using the ramp, after hours issues etc. A team of home owners, and OP staff was assembled to review the issue and present solutions.
- Solutions presented: Replace existing gates with an electronic “swipe card gate system” that can be disabled between 11:00 p.m. and 6:00 a.m. Electric Gates cost around \$15,000 each. The site would require an internet connection for remote monitoring and recording.

- OP residents would use their membership card and be charged an activation fee of \$5 - \$10; contractors/service providers would pay an annual fee: Slip holders would receive card with the slip lease.
- Alternate solution is a hang tag or a sticker. This would still require police enforcement.
- This would be new capital.

6. Recreation Pier Project- Nobie Violante Presenter

- Proposal to replace the crabbing pier that was removed from White Tail Sanctuary 2 years back.
- Proposed location is the Grand Canal. Estimated cost is \$35,000. Pier would be used for crabbing and kayaks can also launch from this area. Need to get information a parking approval from Zoning. Once approved will need to apply for permits as required. It was noted, after questioning the need for a rest room, that a Port-a- John would need to be set up.
- Other location as a possibility is the Swim and Racquets Club area. Parking already there as well as rest rooms.
- There was discussion on both locations. People do crab at both locations now. A concern if there would be an impact on the residents for the Grand Canal location?
- The size of the pier is 8ft wide, extending out 20ft to a “T”, each “T” section would be 20ft. long 8ft wide.
- The cost would be replacement capital.
- It was questioned if the pier was on the DMA report. T.Piatti to follow up on this. ***“Following the meeting it was confirmed that the previous crabbing pier is on the DMA report”***
- Consensus was to approve the project; however, the location is to be determined. The Swim and Racquet club area to be looked into further.

7. August Financials – Steve Phillips/John Viola Presenters

J. Viola Informed the committee of the Department Managers hard work of managing the cost for their department during this difficult year. Each Manager was diligent in

reviewing their budgets and finding ways to reduce costs and still effectively manage the operation to assure needs were met. High lights are the performance of Golf and Food and beverage.

For the month of September, OPA had a positive operating fund variance to budget of \$147,876. Revenues over budget \$116,184 and expenses under budget \$31,692. For fiscal year-to-date, OPA had a positive operating fund variance to budget of \$1,132,859. Revenues over budget \$221,797 and expenses under budget \$911,062.

S. Philipps, As in previous months due to COVID, amenity revenue is down. Recs & Parks and Aquatics particularly hard hit. Expenses are down accordingly in the same areas.

Golf revenue in Sept \$17,689 positive, Club House Grill revenue \$17,681 positive, Yacht Club revenue \$63,952 positive.

PPP funds have all been taken and are currently reflected in the financials. There will be no further affect to the financial reports.

8. Other comments/questions

- B. Reynolds asked the status of North star. J. Viola advised it is moving along well. Still areas to address. Meeting next week with Food and Beverage to do some fine tuning. This is a priority. In addition, there will be a Dept Head meeting to gain input and list open items and areas to improve. Looking at enhancements for bank reconciliations, and inventory management as well. C. Phillipps stated that the system has working well in her areas and she is able to pull reports needed easily.
- T. Piatti asked about the Martin Steen proposed housing development off of King Richard Rd. This was originally a Town House project, but appears to have changed to individual homes. J. Viola advised that Steen is now selling individual lots at the site. There is still work to be done on the infrastructure. No further information.
- G. Solyak asked about the golf course irrigation project with the county waste water department. J. Viola advised the project is still in the works and the next step is evaluating the cost. Work continues on the project with golf and the county.

9. Meeting adjourned 11:21am