

## **BUDGET & FINANCE MEETING MINUTES**

### **MS Teams Meeting**

**7-29-2020**

Attendees: Dick Keiling (Chairman), Brian Reynolds, George Solyak, Tom Piatti; Jeff Knepper; Frank Brown Non-Committee: Larry Perrone, John Viola, Steve Phillips, Colby Phillips

Meeting called to order at 9:03 AM

No Public Comments

Minutes from 6/24/20 were approved

External Financials: Audit was completed with a clean opinion and posted to Website.

Larry Perrone provided an update on assessment receivables. As of 7/24 \$7.6M has been collected or 84%. \$1.5M remains outstanding. Steve Phillips reported Allowance for Doubtful Accounts was increased by \$150K, which equates to 10% of our remaining current year assessments.

Tom Piatti recommended next steps in evaluation of propane vs natural gas at the Sports Core Pool (SPC). As Tom has detailed knowledge on the subject, he agreed to draft a letter for Colby's use requesting Sandpiper to provide a spreadsheet showing SCP usage from January through December 2019 including the multiple cost components. With this information OPA is in a good position to evaluate propane as an alternative source. Contractually we are not currently tied to Sandpiper for natural gas.

B&F was updated on the successful county drainage grant and the proactive work to obtain. There is a possibility of additional money next year.

It was reported that the majority if not all the PPP funding would be consumed in July for OPA and Matt Ortt.

The police and administration building will likely come in \$150K under budget and ahead of schedule.

John Viola is starting a Strategic Planning work group. Dick Keiling agreed to review with B&F team for a potential participant.

### **June Financials**

June financials had a positive operating fund to budget of \$520K. Revenues are over budget \$140K and expenses are under budget \$380K. Contributing to the monthly positive revenue variance is a \$350K entry to recognize PPP funding. For future financials Steve will add a footnote pertaining to the PPP impact. John stressed OPA has followed all guidelines for the PPP money and believes OPA will be forgiven for the \$1.143 loan.

YTD, we have a positive operating fund of \$613K.

Wage and benefit expenses continued to reflect favorable variances to budget for Finance, CPI, General Maintenance, Public Works, Recreation, Aquatics, Golf Operations, and Beach Parking. This is in large part a result of vacancies and seasonal part-time hiring.

Beach Parking revenue is under budget (\$50K) for the month and (\$204K) YTD. We will likely not see too much more revenue in July and August as the season concludes.

Golf operations for the month was \$18K positive against budget. This is a good sign of things picking up. If you back out merchandise sales, which is starting up in the new shop, revenue for the month was \$4K under budget.

Yacht Club and Beach Club remain positive for the month and YTD. This is directly related to the PPP money obtained by Matt Ortt, which mostly shows up as credits in wages and salaries. The Yacht Club and Beach Club has a yearly budget of \$70K

for entertainment. Since entertainment has been on hold for COVID we will see a favorable variance for this line item.

**Other Comments/Questions**

Next meeting 8/26, last Wed. of month.

Meeting Adjourned: 10:19 AM