

BUDGET & FINANCE MEETING MINUTES

3-20-2019

Attendees: Bob Kessler, John O'Connor, John Viola (Chairman), Larry Perrone, Dick Keiling, Mary Decker, Gene Ringsdorf; Non-Committee: Steve Tuttle, Frank Daly, Doug Parks, Slobodan Trendic, Colby Phillips, Steve Phillips, John Malinowski, Len Smith

- Chairman Viola made a plea to anyone making public comments on OPA finances to the community to first review with B&F unless it is something straight forward from an official financial report.
- B&F concurred that the Craft Building (referred to as Convenience Building) and add-ons was fully depreciated and is part of reserves.
- Proposed Studies Update: Compensation Study and Operations Assessment will be in next year's budget. RFP for Management Services likely not in current year, if anything possibly \$20K.
- Reserve Study update issued to the Board. Board has this important tool and B&F will continue to review quarterly and update Board.
- New Buildings: We sent out 13 requests for bid. Received 2 Bids for Cart Barn, 2 Bids for Country Club, and 1 Admin. Bldg. Bid which is deemed "Practical". All appears to be below referendum threshold. These are all being worked and moving forward as reported by John Viola. Question was raised, do we need someone assigned to Program Manage these many projects? This is being addressed and looked at by Public Works. It was reported that our cash situation was OK to proceed and not to slow down any of these projects. If all proceeds as envisioned next year our General Reserve Balance may fall to 18.3% given the many projects. This would grow to 19.1% in following year, over 22% in the third year, and above in future years within the 22% to 28% range.
- Frank Daly raised a question on moving forward with selling OPA owned lots. Colby and Steve will review and report back. Question was raised if building on any of these lots will create drainage issues.

- Frank Daly stressed the importance of carefully validating any reserve spending before proceeding to contract. This includes alternatives and material components such as vinyl in some cases for Bulk Heads. Colby reported they are looking at creating a Loading/Unloading possibility (not a permanent staging area), which will save money.
- A road report has been completed which grades the condition of all OPA roads. This will be incorporated into the Road Reserve Study.
- Steve went through the Controllers Report. Current month operating variance against budget was a positive \$54K.
- The *current* forecast is to be ~ \$60K in the black at year-end. It is recommended that any surplus at year-end be used to offset Deficit Recovery.
- Terns Grille had a refrigeration failure resulting in loss of food and beverage. The loss excluding a \$500 deductible will be covered by insurance claim as reported by John Malinowski. Steve will apply credit to the same Terns Grill account.
- Next year all Racket Sports will be consolidated at a top level for our monthly Finance Review. Details in NorthStar drilling down to specifics for each component will still be available for department review.
- Steve Phillips and Dick Keiling will work together on preparing a list of questions and items associated with the Matt Ortt contract for go forward review and analysis.