



## GENERAL MANAGER'S REPORT 16 November 2015

### I. FINANCIAL REPORTS

- A. **Monthly Controller's Report** – provided on 13 November 2015.
- B. **Quarterly** – provided 13 November 2015 for period ending 31 October 2015.

### II. UNFINISHED BUSINESS

#### A. Manklin Meadows Project

RFP was posted on 16 November. Specifications and final design drawings have been submitted to Worcester County. Critical Area Review is underway and still expected by end of November. Pre-Bid Walkthrough on or before 23 Nov. Proposals will be due back by 14 Dec with anticipated review and recommendations to the Board by December Board meeting. Construction to begin mid-January (weather permitting), anticipated completion by 30 April 2016.

#### B. Bridge Repair Project(s)

1. **Applications:** DBF Engineering - Permit applications have been completed for MDE/ARMY CORPS OF ENGINEERS along with 50% Design Drawings. OPA Review for final submission.
2. **Permitting:** Permit Approval Process estimated 3-4 months from submission. Submission by 20 Nov 2015.
3. **Request For Proposals:** DBF Engineering will complete drawings and assist in completing RFP by 30 Nov 15. Estimated RFP release by 15 Dec 15.
4. **Proposals:** Due by 15 Feb 16.
5. **Award:** Following Board Approval, Contract award by 28 Feb 16, subject to final permitting.
6. **Repair Work Complete:** Estimated 6 weeks per bridge. *(Bridges may remain open during repairs.)*
7. **Estimated Costs:**                      Estimate Total                      \$243,100 per bridge

#### C. Bridge Replacement

1. **Cost Estimate:** DBF Engineering working on construction costs per linear foot for timber bridge and precast concrete bridge. Information from engineer anticipated 17 Nov 2015.
2. **Bridge Style:** Board will be provided information on bridge types, options and costs by December Board meeting. A decision will need to be made of which design to pursue.
3. **Cost Estimates:** DBF Engineering working on refining costs estimates for bridges based on type selected. Estimates due by 30 Jan 16. Costs include: Construction costs, mobilization costs, detour costs and engineer costs.
4. **Replace or Repair:** Board to make final determination of which path to pursue.

**D. Reserve Study**

DMA – review schedule of components and expenditure summary for bulkheads, roads and bridges 13 Nov 15. DMA - working on schedule of components and expenditure summary for all other items. Draft report is anticipated in December.

**E. Sandpiper**

Negotiations have reached final stages. Would request closed session following the Regular Board Meeting to discuss.

**III. NEW BUSINESS**

A. N/A

**IV. MAJOR AMENITIES**

**A. GOLF**

Golf closed out the month below budget. Net revenues were \$35,846 worse than budget and expenses were better than budget \$9,327 for the month. We finished the month \$26,519 behind budget. Year-over-year comparison reveals golf is \$9,751 ahead of last year for the same time period.

**B. YACHT CLUB**

Net Revenues were up for the month against budget. Expenses were up for the month mostly related to services/supplies. We finished the month \$12,204 ahead of budget. Year-to-date performance reflects profits of \$212,228 which is a \$156,415 improvement over last year for the same time period.

**C. AQUATICS**

Aquatics ended the month below budget. Mostly related to revenues which were \$6,038 lower than budget and expenses were very close to what was budgeted. Net result Aquatics ended the month \$7,348 behind budget. Fortunately, the Aquatics department has realized a year-to-date \$119,121 (inclusive of beach club parking allocation of \$50,736) improvement over last year's numbers.

**V. CAPITAL ITEMS**

N/A

**VI. CPI VIOLATIONS**

-  A. **6 Tiller Lane** – Box Trailer
-  B. **42 Ocean Parkway** – Maintenance

Respectfully Submitted, **Bob Thompson**  
General Manager, Chief Administrative Officer OPA



Effective Date: 16 November 2015

 **Requires Board Action**