



VILLAGE OF KEY BISCAYNE

Village Council
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Edward London, *Vice Mayor*
Franklin H. Caplan
Luis F. de la Cruz
Gary R. Gross
Theodore Holloway
Michael E. Kelly

DATE: February 23, 2016
TO: John C. Gilbert, Village Manager
FROM: Todd Hofferberth, Parks & Recreation Director
RE: **Monthly Exception Report (Parks, Community Center and Athletics): January 2016**

Operational Exceptions:

The Department began continues to manage operational impacts related to the Community Center's vertical expansion.

The Department received four (4) responses to the Community Center Food & Concession RFP. Five (5) groups attended the mandatory pre-bid meeting.

The Department received five (5) responses to the soccer program "Letter of Interest".

The Beach Park entrance gate experienced several service interruptions. The cause was determined and the required repairs completed.

The performance of the Village Green playing surface continues to impact operations.

The January 22nd movie on the Village Green was canceled due to weather and re-scheduled for February 19th.

The broken tire swing in the Village Green playground was replaced.

The Department has begun to produce programs focused on the teen population in light of recent events. A midnight basketball program took place on January 29th with more activities scheduled in February.

A Community Center pool leak has been addressed and an alarm panel issue is being addressed.

Budget Exceptions:

Parks Division

- **Rentals & Leases:**
Exceeded annual budget due to annual payment to St. Agnes and copier lease expenditures. This line item will be increased to reflect annual expenditures.
- **Repairs & Maintenance – Vehicle:**
The line item is at 45 % year to date due required repairs to the Village bus of \$1,700.
- **Light House Run:**
The account is now balanced after receiving a \$2,450.32 reimbursement from the Key Biscayne Community Foundation.
- **Advertising:**
Year to date of 39 percent due to the “Active Islander” production cost. The next edition will be charged to the Community Center division.
- **Membership and Dues:**
Year to date of 65 % due to the payment of annual memberships in the first quarter.
- **Tuition Reimbursement:**
Year to date of 131% is due to contractual obligation to pay for approved tuition expenses. The employee has one more semester till they graduate with a master’s degree in public administration.

Community Center Division

- **Revenue**
 - See attached revenue report
 - This represents the highest first quarter revenues in 11 years of experience.
 - **Program Revenue:**
 - Program Revenue continues to increase year over year and the first quarter of FY 16 continued this trend with 10.3% increase over the first quarter of FY 15.
 - A shift to program revenue from POS revenue for many of the senior fitness programs represent a small percentage of the increase.
 - **Membership Revenue:**
 - The three year trend of decreasing membership revenues ended in FY 15 with a 2.2% year over year increase. This trend has continued in the first quarter of FY 16 with first quarter increase of 5.5%.
 - The increase in membership could be attributed to the increase in population combined with the improvement to the facilities completed in FY 15.
 - **Point of Sale (POS) Revenue:**
 - The POS revenue has continued a continued to decrease for three years. This trend continued in the first quarter of FY 16 with an 11.4% decrease of over the first quarter of FY 15.

- This trend can be attributed the shift of several senior fitness programs from POS to program revenue and increased competition within community.
- Expenditures
 - Professional Service – Program Revenue:
This line item exceeded first quarter projections due to the increased programing and results in a net revenue for the Community Center.
 - Postage & Freight:
The line item has exceeded the annual budget due to a copier contract that needs to be included in this line item to reflect actual expected expenditures.
 - Repairs & Maintenance – Community Center:
This line is currently at 44% of the annual budget due to \$8,000 of annual service agreements renewed in the first quarter of FY 16 combined with the replacement of the garage speed humps and the completion of a termite treatment of the wood floor in the gymnasium.

Athletics Division

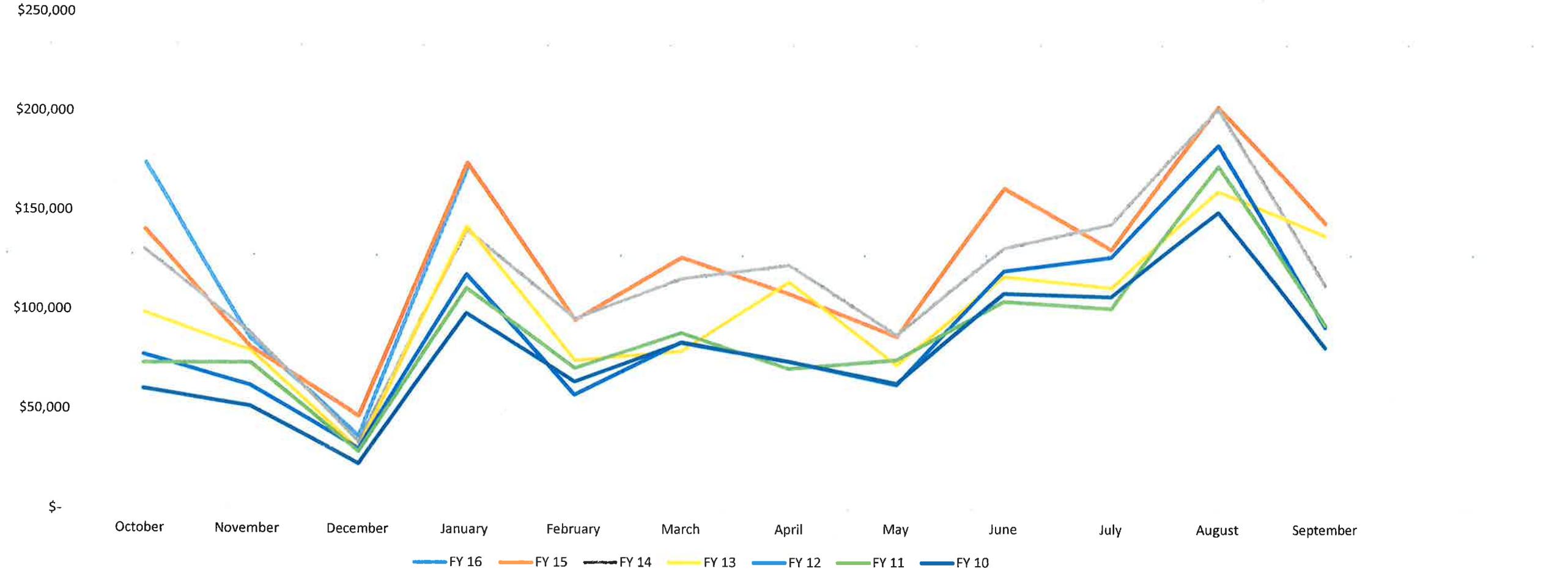
The majority of the revenues and expenses are based on seasonal activities that do not correlate to annualized budget analysis.

- Soccer expenditures and revenues are expected to exceed the annual budget. The expected net budget impact remains zero.

Community Center Revenue

	October	November	December	January	February	March	April	May	June	July	August	September	Q1 Total	Q2 Total	Q3 Total	Q4 Total	Total	Change	%Change
FY 16	\$ 174,176	\$ 85,762	\$ 36,846	\$ 172,143									\$ 468,927	\$ 172,143	\$ -	\$ -	\$ 641,070	\$ 199,944	74.3%
FY 15	\$ 140,544	\$ 81,529	\$ 46,910	\$ 174,687	\$ 95,511	\$ 127,219	\$ 108,836	\$ 87,191	\$ 162,095	\$ 131,145	\$ 202,993	\$ 144,356	\$ 268,983	\$ 397,417	\$ 358,122	\$ 478,494	\$ 1,503,016	\$ 94,812	6.7%
FY 14	\$ 130,342	\$ 88,478	\$ 33,865	\$ 140,830	\$ 96,291	\$ 116,417	\$ 123,218	\$ 87,970	\$ 131,922	\$ 143,894	\$ 201,993	\$ 112,985	\$ 252,684	\$ 353,538	\$ 343,110	\$ 458,872	\$ 1,408,204	\$ 185,519	15.2%
FY 13	\$ 98,709	\$ 79,785	\$ 30,298	\$ 142,614	\$ 75,331	\$ 79,939	\$ 114,866	\$ 72,988	\$ 117,618	\$ 111,897	\$ 160,563	\$ 138,077	\$ 208,792	\$ 297,884	\$ 305,471	\$ 410,538	\$ 1,222,685	\$ 130,556	12.0%
FY 12	\$ 77,462	\$ 62,245	\$ 30,528	\$ 118,510	\$ 57,934	\$ 84,496	\$ 74,795	\$ 63,018	\$ 120,351	\$ 127,251	\$ 183,647	\$ 91,893	\$ 170,235	\$ 260,941	\$ 258,163	\$ 402,791	\$ 1,092,129	\$ 24,843	2.3%
FY 11	\$ 73,199	\$ 73,612	\$ 29,087	\$ 111,518	\$ 71,363	\$ 89,133	\$ 71,123	\$ 75,551	\$ 105,013	\$ 101,393	\$ 173,146	\$ 93,148	\$ 175,898	\$ 272,014	\$ 251,686	\$ 367,687	\$ 1,067,285	\$ 97,848	10.1%
FY 10	\$ 60,381	\$ 51,779	\$ 23,052	\$ 98,951	\$ 64,571	\$ 84,167	\$ 74,669	\$ 63,735	\$ 109,103	\$ 107,359	\$ 149,925	\$ 81,745	\$ 135,212	\$ 247,689	\$ 247,507	\$ 339,029	\$ 969,437		

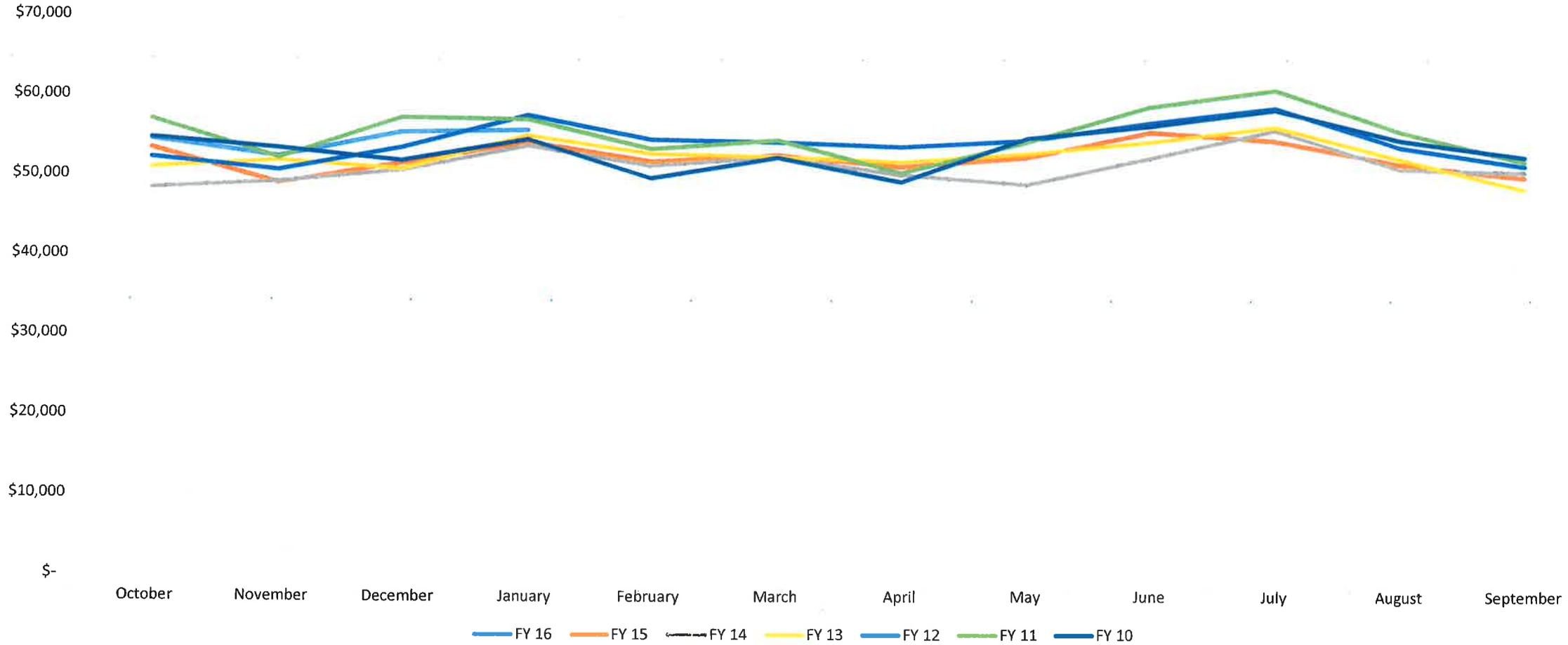
Program Revenue



Community Center Revenue

	October	November	December	January	February	March	April	May	June	July	August	September	Q1 Total	Q2 Total	Q3 Total	Q4 Total	Total	Change	%Change
FY 16	\$ 54,518	\$ 52,344	\$ 55,407	\$ 55,690									\$ 217,958	\$ 55,690	\$ -	\$ -	\$ 273,648	\$ 64,109	41.7%
FY 15	\$ 53,362	\$ 48,971	\$ 51,516	\$ 54,185	\$ 51,750	\$ 52,567	\$ 51,139	\$ 52,319	\$ 55,483	\$ 54,410	\$ 51,408	\$ 49,748	\$ 153,849	\$ 158,502	\$ 158,940	\$ 155,566	\$ 626,858	\$ 13,251	2.2%
FY 14	\$ 48,349	\$ 49,139	\$ 50,617	\$ 53,687	\$ 51,216	\$ 52,379	\$ 50,121	\$ 48,929	\$ 52,248	\$ 55,711	\$ 50,797	\$ 50,414	\$ 148,105	\$ 157,282	\$ 151,298	\$ 156,922	\$ 613,607	\$ (15,411)	-2.5%
FY 13	\$ 50,924	\$ 51,808	\$ 50,811	\$ 55,002	\$ 52,734	\$ 52,409	\$ 51,749	\$ 52,804	\$ 54,267	\$ 56,151	\$ 52,104	\$ 48,257	\$ 153,543	\$ 160,144	\$ 158,820	\$ 156,511	\$ 629,018	\$ (21,803)	-3.4%
FY 12	\$ 52,221	\$ 50,633	\$ 53,459	\$ 57,578	\$ 54,550	\$ 54,238	\$ 53,678	\$ 54,484	\$ 56,673	\$ 58,533	\$ 53,592	\$ 51,183	\$ 156,313	\$ 166,366	\$ 164,835	\$ 163,307	\$ 650,821	\$ (11,914)	-1.8%
FY 11	\$ 57,016	\$ 52,141	\$ 57,232	\$ 57,047	\$ 53,371	\$ 54,486	\$ 50,398	\$ 54,288	\$ 58,682	\$ 60,773	\$ 55,554	\$ 51,748	\$ 166,389	\$ 164,903	\$ 163,368	\$ 168,075	\$ 662,735	\$ 20,975	3.3%
FY 10	\$ 54,689	\$ 53,391	\$ 51,847	\$ 54,545	\$ 49,691	\$ 52,291	\$ 49,256	\$ 54,729	\$ 56,270	\$ 58,285	\$ 54,454	\$ 52,311	\$ 159,928	\$ 156,527	\$ 160,255	\$ 165,050	\$ 641,760		

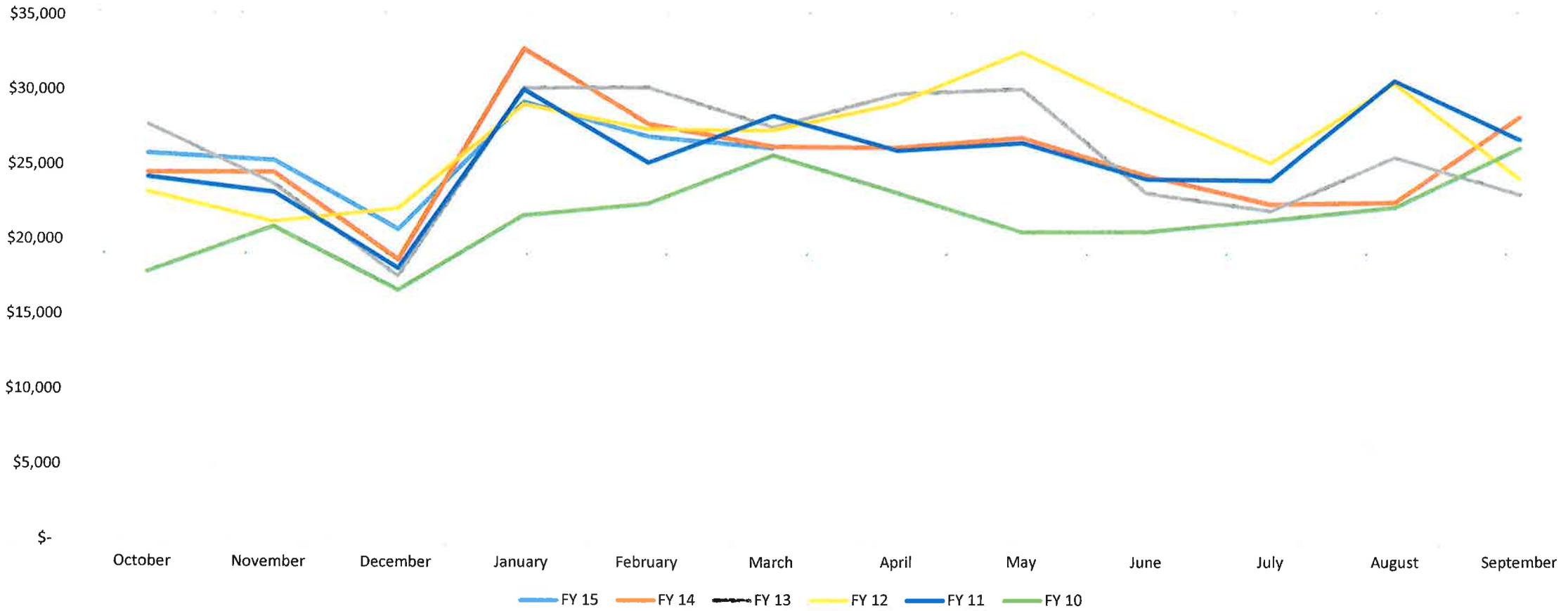
Membership Revenue



Community Center Revenue

	October	November	December	January	February	March	April	May	June	July	August	September	Q1 Total	Q2 Total	Q3 Total	Q4 Total	Total	Change	%Change
FY 16	\$ 22,289	\$ 22,742	\$ 18,648	\$ 26,517									\$ 90,196	\$ 26,517	\$ -	\$ -	\$ 116,713	\$ 18,306	25.5%
FY 15	\$ 25,807	\$ 25,335	\$ 20,748	\$ 29,303	\$ 26,992	\$ 26,227	\$ 25,072	\$ 24,082	\$ 21,843	\$ 20,467	\$ 22,960	\$ 24,777	\$ 71,890	\$ 82,522	\$ 70,997	\$ 68,204	\$ 293,614	\$ (11,893)	-3.9%
FY 14	\$ 24,509	\$ 24,528	\$ 18,717	\$ 32,869	\$ 27,833	\$ 26,308	\$ 26,258	\$ 26,917	\$ 24,360	\$ 22,424	\$ 22,544	\$ 28,240	\$ 67,754	\$ 87,010	\$ 77,535	\$ 73,207	\$ 305,507	\$ (5,473)	-1.8%
FY 13	\$ 27,710	\$ 23,777	\$ 17,586	\$ 30,237	\$ 30,262	\$ 27,601	\$ 29,836	\$ 30,175	\$ 23,182	\$ 21,983	\$ 25,554	\$ 23,076	\$ 69,073	\$ 88,100	\$ 83,193	\$ 70,614	\$ 310,980	\$ (10,070)	-3.1%
FY 12	\$ 23,214	\$ 21,235	\$ 22,137	\$ 29,138	\$ 27,489	\$ 27,388	\$ 29,207	\$ 32,647	\$ 28,738	\$ 25,186	\$ 30,518	\$ 24,153	\$ 66,586	\$ 84,015	\$ 90,592	\$ 79,857	\$ 321,050	\$ 13,431	4.4%
FY 11	\$ 24,211	\$ 23,214	\$ 18,144	\$ 30,141	\$ 25,252	\$ 28,390	\$ 26,056	\$ 26,572	\$ 24,126	\$ 24,041	\$ 30,703	\$ 26,771	\$ 65,569	\$ 83,782	\$ 76,753	\$ 81,515	\$ 307,619	\$ 48,012	18.5%
FY 10	\$ 17,875	\$ 20,920	\$ 16,678	\$ 21,689	\$ 22,507	\$ 25,729	\$ 23,229	\$ 20,604	\$ 20,606	\$ 21,377	\$ 22,219	\$ 26,174	\$ 55,473	\$ 69,925	\$ 64,440	\$ 69,769	\$ 259,607		

POS Revenue



Community Center Revenue

	October	November	December	January	February	March	April	May	June	July	August	September	Q1 Total	Q2 Total	Q3 Total	Q4 Total	Total	Change	%Change
FY 16	\$ 250,983	\$ 160,848	\$ 110,901	\$ 254,349									\$ 522,732	\$ 254,349	\$ -	\$ -	\$ 777,082	\$ 28,010	5.7%
FY 15	\$ 219,713	\$ 155,835	\$ 119,174	\$ 258,175	\$ 174,253	\$ 206,013	\$ 185,047	\$ 163,591	\$ 239,422	\$ 206,022	\$ 277,361	\$ 218,881	\$ 494,722	\$ 638,441	\$ 588,060	\$ 702,264	\$ 2,423,487	\$ 96,170	4%
FY 14	\$ 203,200	\$ 162,145	\$ 103,199	\$ 227,387	\$ 175,339	\$ 195,104	\$ 199,597	\$ 163,816	\$ 208,530	\$ 222,029	\$ 275,334	\$ 191,639	\$ 468,543	\$ 597,830	\$ 571,943	\$ 689,001	\$ 2,327,317	\$ 164,635	8%
FY 13	\$ 177,343	\$ 155,370	\$ 98,695	\$ 227,853	\$ 158,327	\$ 159,949	\$ 196,451	\$ 155,967	\$ 195,067	\$ 190,031	\$ 238,222	\$ 209,410	\$ 431,408	\$ 546,128	\$ 547,484	\$ 637,662	\$ 2,162,683	\$ 98,683	5%
FY 12	\$ 152,897	\$ 134,113	\$ 106,124	\$ 205,226	\$ 139,973	\$ 166,122	\$ 157,679	\$ 150,149	\$ 205,762	\$ 210,970	\$ 267,756	\$ 167,229	\$ 393,134	\$ 511,321	\$ 513,590	\$ 645,955	\$ 2,064,000	\$ 26,360	1%
FY 11	\$ 154,426	\$ 148,967	\$ 104,463	\$ 198,706	\$ 149,985	\$ 172,009	\$ 147,576	\$ 156,411	\$ 187,820	\$ 186,206	\$ 259,404	\$ 171,667	\$ 407,856	\$ 520,700	\$ 491,807	\$ 617,277	\$ 2,037,640	\$ 166,835	9%
FY 10	\$ 132,946	\$ 126,090	\$ 91,578	\$ 175,185	\$ 136,770	\$ 162,187	\$ 147,154	\$ 139,068	\$ 185,979	\$ 187,021	\$ 226,598	\$ 160,230	\$ 350,614	\$ 474,141	\$ 472,202	\$ 573,849	\$ 1,870,805		

Total Revenue

