



MEMORANDUM

Date: July 8, 2013
To: Mayor and Town Board
Via: Kelly Arnold, Town Manager
From: Melissa M. Chew, CPRP, Director of Parks, Recreation & Culture
Re: CRC Expansion Meetings Followup
Item #: 1.a.

Background / Discussion:

During May and June eight district / public outreach meetings were hosted by Town Board members and staff. A featured topic was the possible expansion of the Community Recreation Center. Here is the schedule of meetings that were held:

Date	District	Board Member	Location
May 9, 6-7:30	District 4	Kristie Melendez	Mountain View cafeteria
May 16, 6-7:30	District 6	Ivan Adams	Good Samaritan
May 23, 6-7:30	District 1	Myles Baker	Highland Meadows clubhouse
May 30, 6-7:30	District 3	Jeremy Rose	Grandview cafeteria
June 11, 6-7:30	District 5	Robert Bishop-Cotner	Town Hall
June 13, 6-7:30	District 2	Don Thompson	CRC
May 16, 4-5:30	CRC	General	CRC
May 23, 4-5:30	CRC	General	CRC

At each meeting, consultants and staff presented details on four different scenarios as well as financial information for each concerning construction, operations and funding. These are attached for your reference. After the presentation, public was invited to "weigh-in" on the scenario they supported. While I estimate that perhaps 125 people attended the meetings, some attended more than one meeting but only voted once, and a few did not vote at all. The final weigh-in represented:

Support for Scenario 1 (full expansion)	66 votes
Support for Scenario 2 (aquatics expansion)	24 votes
Support for Scenario 3 (fitness/wellness expansion)	5 votes
Support for Scenario 4 (remain as is)	12 votes

Financial Impact:

The total cost for assisting in public outreach was up to \$12,105 (reimbursables still pending so this may be a bit less).

Relationship to Strategic Plan:

Goal 1.F.

Options and Recommendation:

1. Town Board embarks on setting a possible November 2014 ballot questions. Steps could include:
 - Finalizing size and scope of project
 - Determine other funding sources that might be combined with a tax increase
 - Determine best method of supporting operations
 - Determine if ready to begin to make fundamental decisions on revenue structure
 - Determine if other locations are feasible

Should Town Board decide to pursue a ballot question for sales tax increase in November 2014, the timeline for such an election is as follows:

- July 28, 2014 – Last day to notify the County Clerk of intent to participate in a coordinated election
 - August 25, 2014 – Last meeting at which TB can approve ballot content in order to meet September 5 deadline
 - September 5, 2014 – Last day to certify ballot content with County Clerk
 - November 4, 2014 – Election day
2. Town Board may determine to allow a citizen initiative as a method for setting a ballot question. Steps could include:
 - Determine if staff should assist the group in developing a petition and / or ballot question
 3. Town Board may determine to do nothing at this time.
 - Could review at a future date, if desired

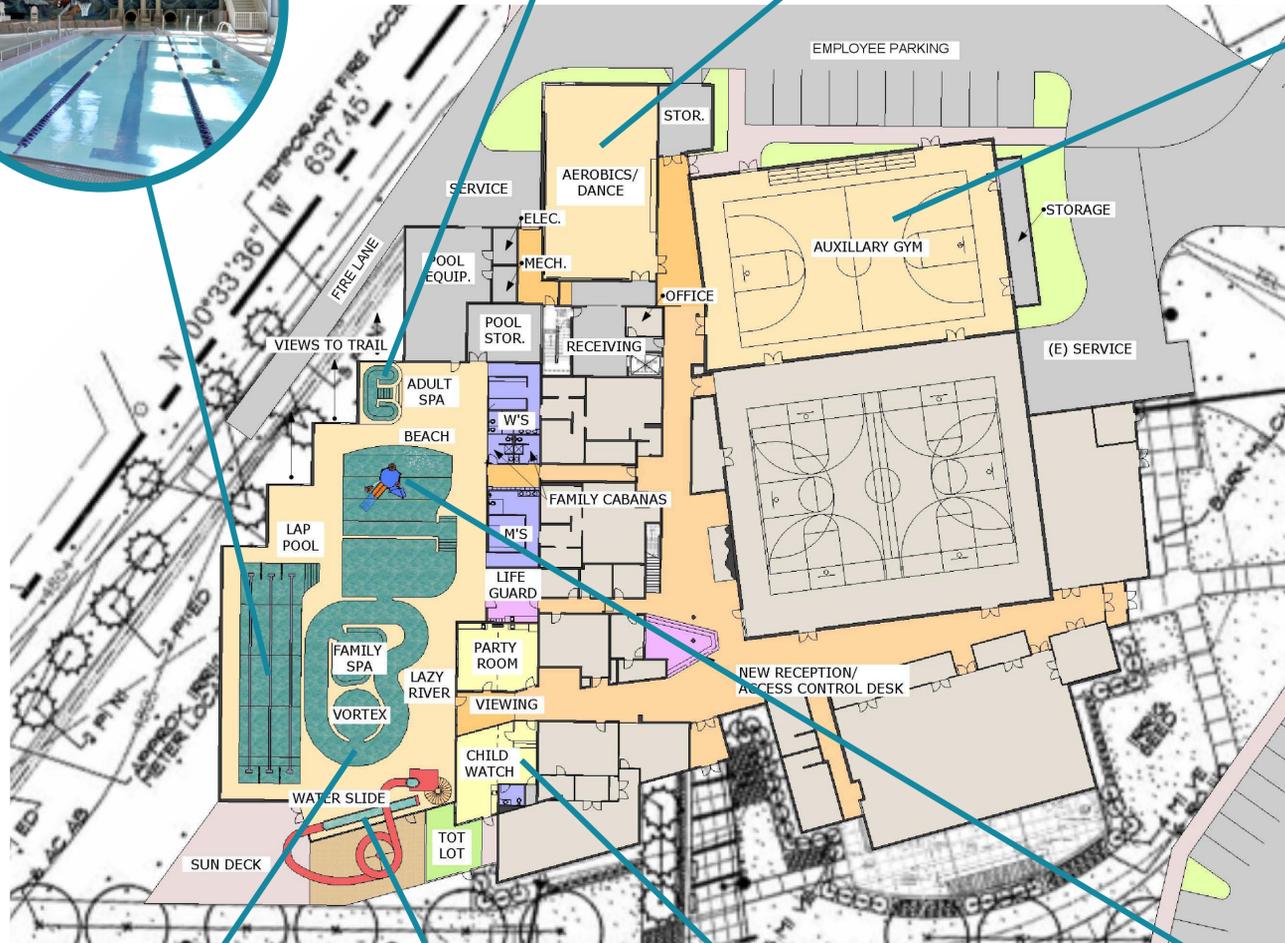
Attachments:

- b. CRC Scenario Boards
- c. CRC Scenarios Financial info

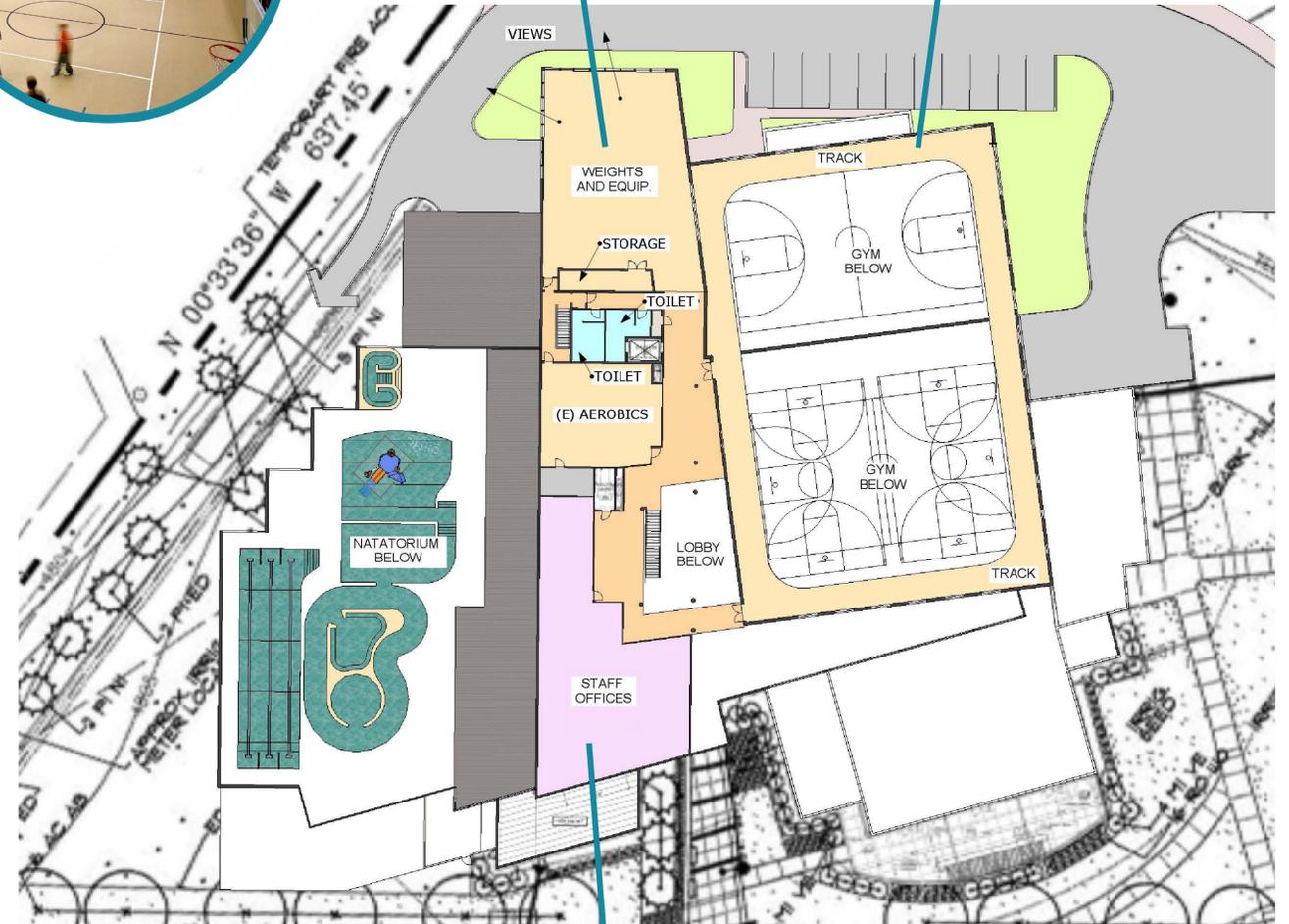
SCENARIO 1: ALL INCLUSIVE



EXISTING COMMUNITY RECREATION CENTER



First Level Floor Plan



Second Level Floor Plan



SCENARIO 1: ALL INCLUSIVE

Amenities Details Updated 2013

THE 2010 POPULATION WITHIN 5 MILES OF THE WINDSOR COMMUNITY RECREATION CENTER WAS 25,297; WITHIN 10 MILES 159,941. THESE ARE POTENTIAL USERS/SUPPORTERS OF THE FACILITY WHO CONTRIBUTE TO REVENUE PROJECTIONS.

The amenities identified in Scenario 1 include:

- Aquatics addition (leisure pool, lap lanes, spa and slide)
- Child watch area
- Wet classroom/party room
- Locker area expansion
- Auxiliary gym and track
- Aerobics/dance/yoga studio
- Weights and fitness studio
- Support spaces
- 89 additional parking spaces

Scenario 1 includes 39,164 additional square feet:

- 2,005 support services
- 810 child watch
- 7,264 gymnasium
- 4,660 elevated track
- 4,140 fitness/wellness/weights
- 2,900 aerobics
- 310 aquatics support
- 12,910 aquatics = leisure, lap lanes of 3x25 and aquatics support (5,682 water square feet)
- 615 wet classroom party room

Sales Tax to Refund Project Over 20 Years

Scenario 1 - Gym, Fitness, Aquatics

Sales Tax Increase for Construction Cost	0.66%
Sales Tax Increase for Operational Cost	0.30%
Total Sales Tax Increase for Both	0.97%

Scenario 1: Project Component	Cost
Facility Construction <small>(building only)</small>	\$10,258,000
Off-Site Construction <small>(street changes, lighting, storm, water, etc.)</small>	\$0
Site Construction <small>(1 acre all outside of building demo and new)</small>	\$507,902
Other project development costs <small>(professional fees, water/sewer plant investment fees, permits, testing, FF&E)</small>	\$2,490,696
Contingency (10%)	\$1,325,660
Total project costs	\$14,582,257
Second floor office estimate	\$300,000
TOTAL	\$14,882,257

Operations Projection Details (with debt service)

Scenario 1 Gym, Fitness, Aquatics	Expansion ONLY	Current (2013) ONLY	Combined
Expenses			
Personnel Services	\$483,872	\$351,992	\$835,864
Operations and Maintenance	\$247,158	\$135,599	\$382,757
CIP Improvement Fund	\$29,241		\$29,241
Debt Service and Transfers		\$631,760	\$631,760
Capital			
TOTAL	\$760,271	\$1,119,351	\$1,879,622
Revenues			
Taxes (sales/use)		\$424,511	\$424,511
Programs / Admissions	\$644,500	\$50,000	\$694,500
General Fund Transfers (operations)		\$450,000	\$450,000
CIP Transfers (debt service)		\$0	\$0
Balance Forward (varies year to year)		\$262,529	\$262,529
TOTAL	\$644,500	\$1,187,040	\$1,831,540
Surplus/Deficit	(\$115,771)	\$67,689	(\$48,082)

Subsidy Projection Details (no debt service)

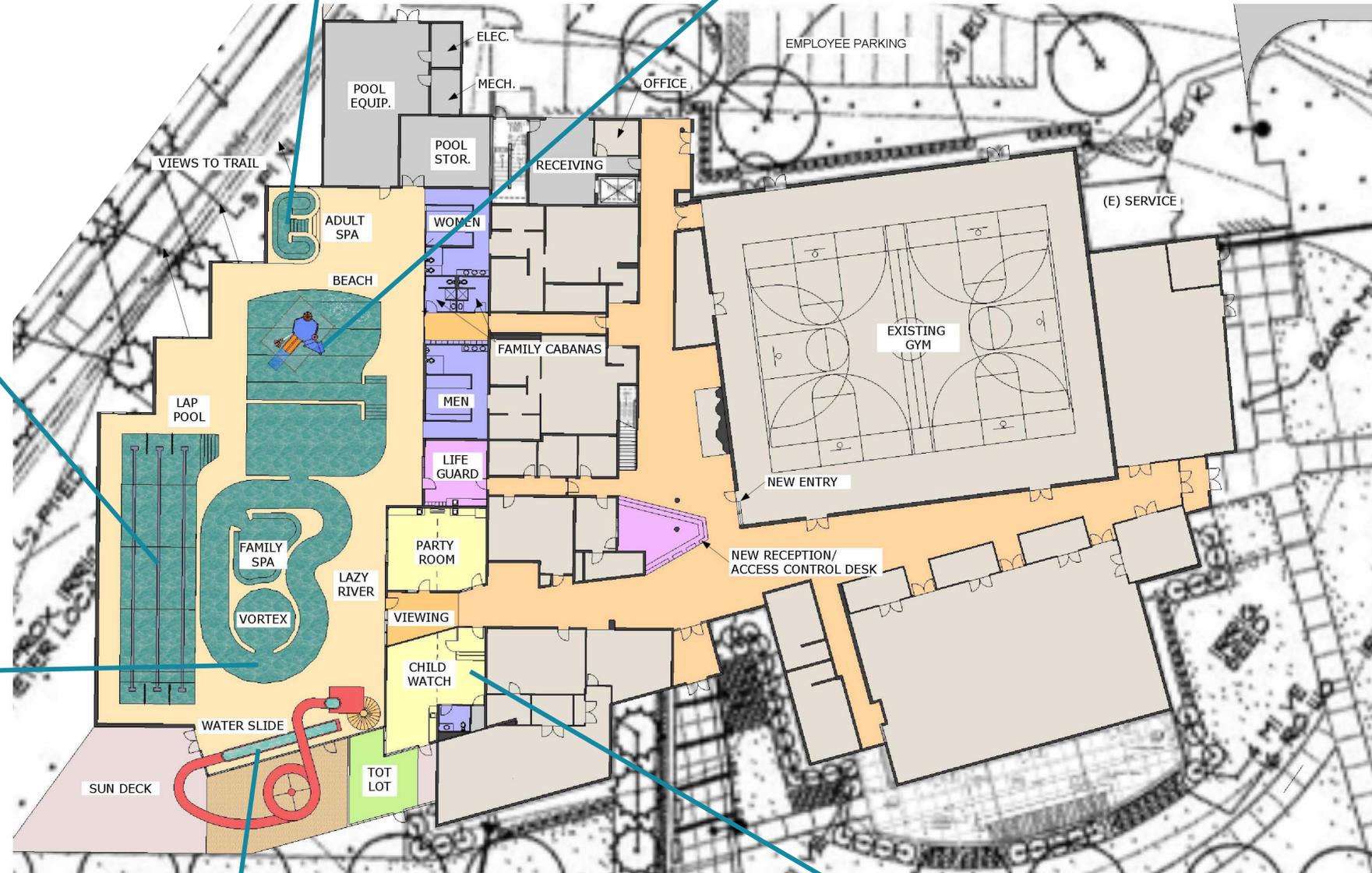
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CIP Improvement Fund	\$29,241		\$29,241
TOTAL	\$760,271	\$487,591	\$1,247,862
Revenues			
Programs / Admissions	\$644,500	\$50,000	\$694,500
TOTAL	\$644,500	\$50,000	\$694,500
Surplus/Deficit	(\$115,771)	(\$437,591)	(\$553,362)
Cost Recovery	85%	10%	56%

Revenue / Expense Details (broken down)

Scenario 1 Gym, Fitness, Aquatics	Expansion ONLY
Expenses	
Personnel Services	\$483,872
Supplies	\$47,500
Services	\$199,658
Capital	\$29,241
TOTAL	\$760,271
Revenues	
Admissions	\$516,800
Facility Rentals	\$15,000
Child Care	\$7,500
Vending	\$10,000
Fitness Programming	\$45,000
Aquatics lessons/programs/parties	\$50,200
TOTAL	\$644,500

SCENARIO 2: AQUATICS ONLY

EXISTING COMMUNITY RECREATION CENTER



First Level Floor Plan



SCENARIO 2: AQUATICS ONLY

Amenities Details Updated 2013

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The amenities identified in Scenario 2 include:

- Aquatics addition (leisure pool, lap lanes, spa and slide)
- Child watch area
- Wet classroom/party room
- Locker area expansion
- Support spaces
- 30 additional parking spaces

Scenario 2 includes __,___ additional square feet:

- __,___ support services
- 810 child watch
- 310 aquatics support
- 12,910 aquatics = leisure, lap lanes of 3x25 and aquatics support (5,682 water square feet)
- 615 wet classroom party room

Sales Tax to Refund Project Over 20 Years

Scenario 2 - Aquatics Focus	
Sales Tax Increase for Construction Cost	0.39%
Sales Tax Increase for Operational Cost	0.37%
Total Sales Tax Increase for Both	0.76%

Scenario 2: Project Component	Cost
Facility Construction (building only)	\$6,238,000
Off-Site Construction (street changes, lighting, storm, water, etc.)	\$0
Site Construction (1 acre all outside of building demo and new)	\$308,046
Other project development costs (professional fees, water/sewer plant investment fees, permits, testing, FF&E)	\$1,271,777
Contingency (10%)	\$781,782
Total project costs	\$8,599,605
Second floor office estimate	\$300,000
TOTAL	\$8,899,605

Operations Projection Details (with debt service)

Scenario 2 - Aquatics Focus	Expansion	Current (2013)	Combined
	ONLY	ONLY	
Expenses			
Personnel Services	\$344,117	\$351,992	\$696,109
Operations and Maintenance	\$152,463	\$135,599	\$288,062
CIP Improvement Fund	\$19,863		\$19,863
Debt Service and Transfers		\$631,760	\$631,760
Capital			
TOTAL	\$516,443	\$1,119,351	\$1,635,794
Revenues			
Taxes (sales/use)		\$424,511	\$424,511
Programs / Admissions	\$275,300	\$50,000	\$325,300
General Fund Transfers (operations)		\$450,000	\$450,000
CIP Transfers (debt service)		\$0	\$0
Balance Forward (varies year to year)		\$262,529	\$262,529
TOTAL	\$275,300	\$1,187,040	\$1,462,340
Surplus/Deficit	(\$241,143)	\$67,689	(\$173,454)

Subsidy Projection Details (no debt service)

Scenario 2 - Aquatics Focus	Expansion	Current (2013)	Combined
	ONLY	ONLY	
Expenses			
Personnel Services	\$344,117	\$351,992	\$696,109
Operations and Maintenance	\$152,463	\$135,599	\$288,062
CIP Improvement Fund	\$19,863		\$19,863
TOTAL	\$516,443	\$487,591	\$1,004,034
Revenues			
Programs / Admissions	\$275,300	\$50,000	\$325,300
TOTAL	\$275,300	\$50,000	\$325,300
Surplus/Deficit	(\$241,143)	(\$437,591)	(\$678,734)
Cost Recovery	53%	10%	32%

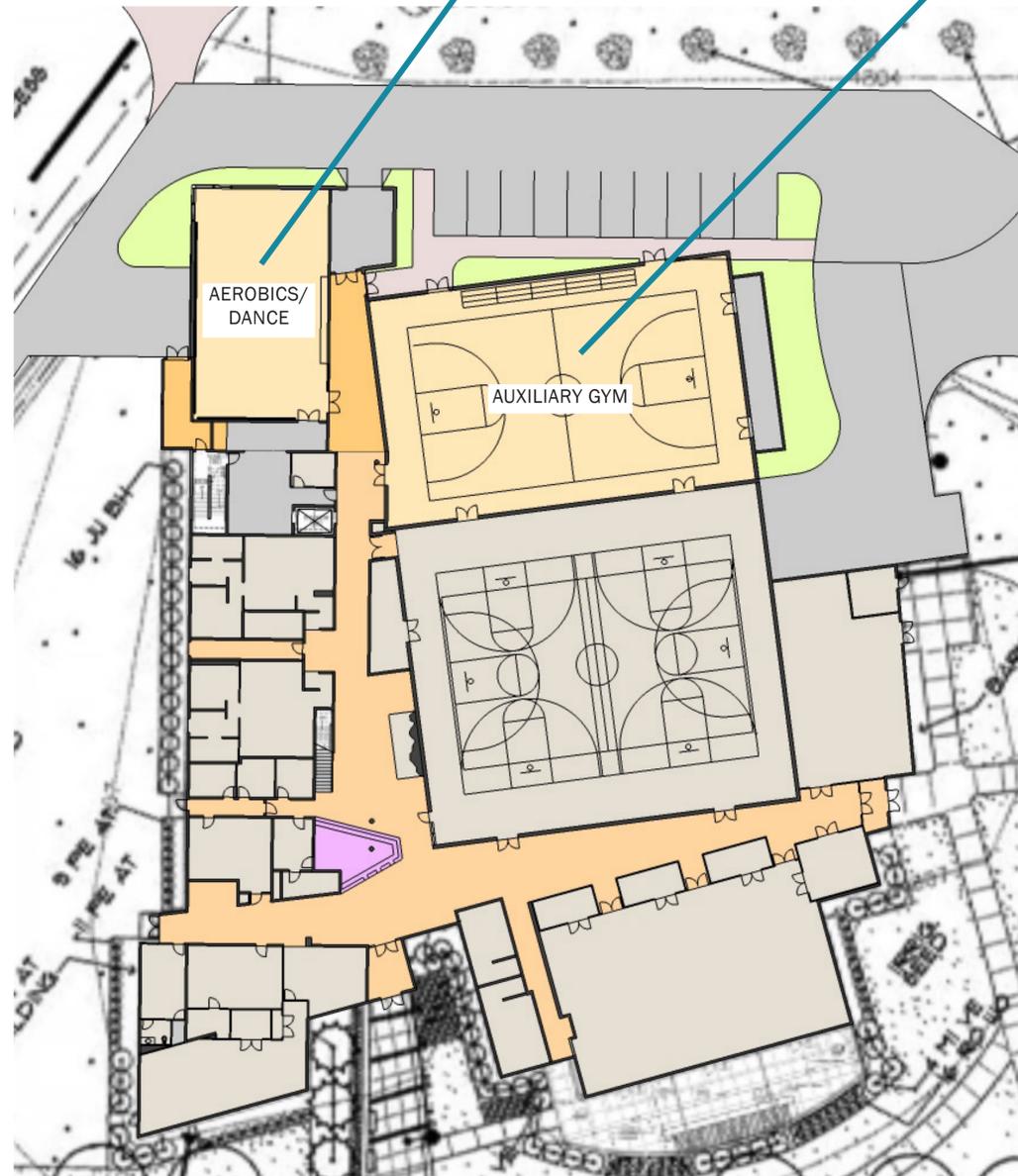
Revenue / Expense Details (broken down)

Scenario 2 - Aquatics Focus	Expansion
	ONLY
Expenses	
Personnel Services	\$344,117
Supplies	\$36,500
Services	\$115,963
Capital	\$19,863
TOTAL	\$516,443
Revenues	
Admissions	\$200,600
Facility Rentals	\$10,000
Child Care	\$4,500
Vending	\$10,000
Fitness Programming	\$0
Aquatics lessons/programs/parties	\$50,200
TOTAL	\$275,300

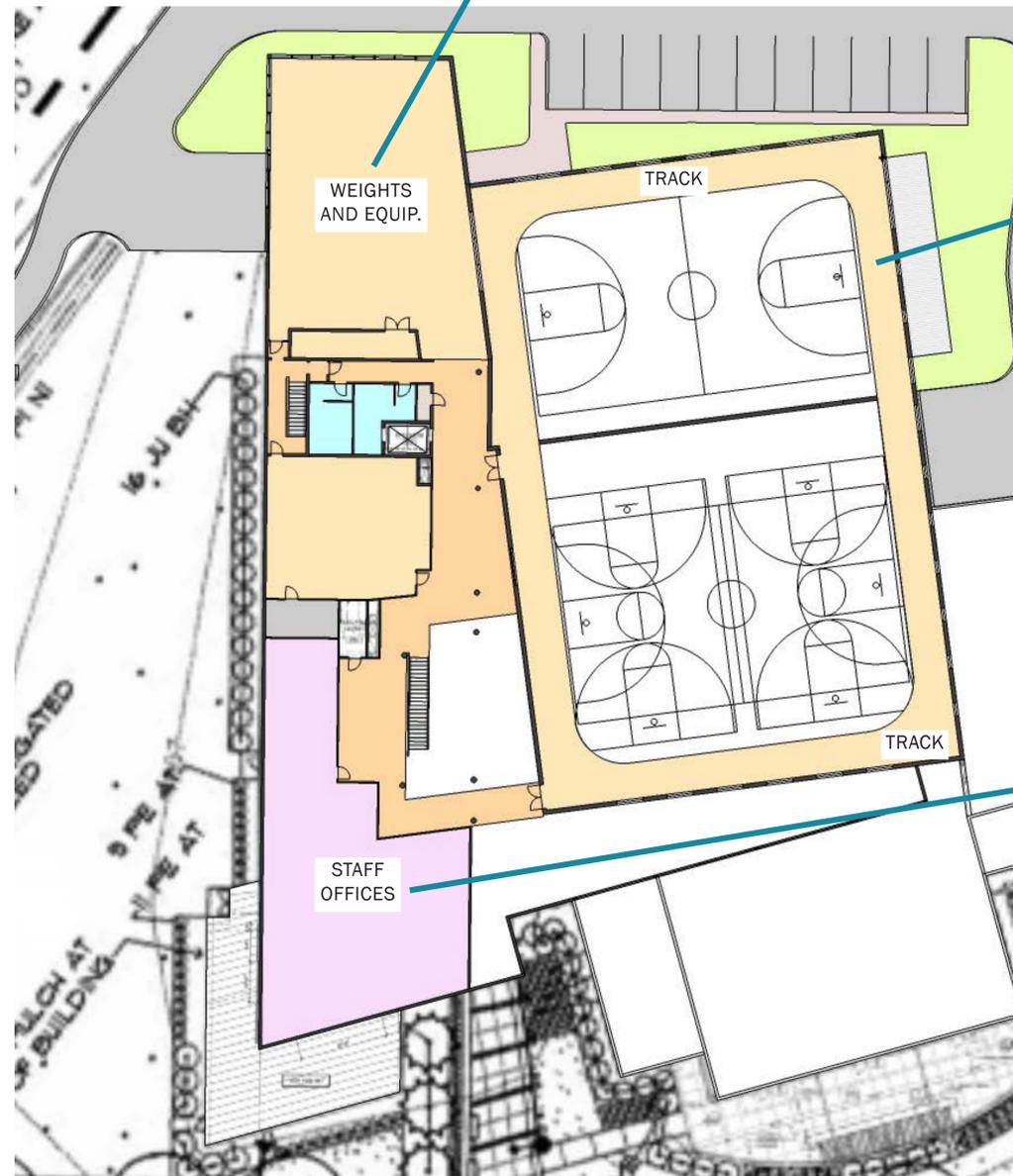
SCENARIO 3: FITNESS ONLY



EXISTING COMMUNITY RECREATION CENTER



First Level Floor Plan



Second Level Floor Plan



SCENARIO 3: FITNESS ONLY

Amenities Details Updated 2013

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Scenario 3 includes __, __ additional square feet:

- __, __ support services
- 7,264 gymnasium
- 4,660 elevated track
- 4,140 fitness/wellness/weights
- 2,900 aerobics

The amenities identified in Scenario 3 include:

- Auxiliary gym and track
- Aerobics/dance/yoga studio
- Weights and fitness studio
- Support spaces

- 30 additional parking spaces

Sales Tax to Refund Project Over 20 Years

Scenario 3 - Fitness/Gym Focus

Sales Tax Increase for Construction Cost	0.29%
Sales Tax Increase for Operational Cost	0.17%
Total Sales Tax Increase for Both	0.46%

Scenario 3: Project Component	Cost
Facility Construction (building only)	\$4,015,000
Off-Site Construction (street changes, lighting, storm, water, etc.)	\$0
Site Construction (1 acre all outside of building demo and new)	\$338,752
Other project development costs (professional fees, water/sewer plant investment fees, permits, testing, FF&E)	\$1,367,328
Contingency (10%)	\$572,108
Total project costs	\$6,293,188
Second floor office estimate	\$300,000
TOTAL	\$6,593,188

Operations Projection Details (with debt service)

Scenario 3 - Fitness/Gym Focus	Expansion ONLY	Current (2013) ONLY	Combined
Expenses			
Personnel Services	\$145,562	\$351,992	\$497,554
Operations and Maintenance	\$120,722	\$135,599	\$256,321
CIP Improvement Fund	\$10,651		\$10,651
Debt Service and Transfers		\$631,760	\$631,760
Capital			
TOTAL	\$276,935	\$1,119,351	\$1,396,286
Revenues			
Taxes (sales/use)		\$424,511	\$424,511
Programs / Admissions	\$404,150	\$50,000	\$454,150
General Fund Transfers (operations)		\$450,000	\$450,000
CIP Transfers (debt service)		\$0	\$0
Balance Forward (varies year to year)		\$262,529	\$262,529
TOTAL	\$404,150	\$1,187,040	\$1,591,190
Surplus/Deficit	\$127,215	\$67,689	\$194,904

Subsidy Projection Details (no debt service)

Scenario 3 - Fitness/Gym Focus	Expansion ONLY	Current (2013) ONLY	Combined
Expenses			
Personnel Services	\$145,562	\$351,992	\$497,554
Operations and Maintenance	\$120,722	\$135,599	\$256,321
CIP Improvement Fund	\$10,851		\$10,851
TOTAL	\$277,135	\$487,591	\$764,726
Revenues			
Programs / Admissions	\$404,150	\$50,000	\$454,150
TOTAL	\$404,150	\$50,000	\$454,150
Surplus/Deficit	\$127,015	(\$437,591)	(\$310,576)
Cost Recovery	146%	10%	59%

Revenue / Expense Details (broken down)

Scenario 3 - Fitness/Gym Focus	Expansion ONLY
Expenses	
Personnel Services	\$145,562
Supplies	\$14,500
Services	\$106,222
Capital	\$10,851
TOTAL	\$277,135
Revenues	
Admissions	\$339,150
Facility Rentals	\$10,000
Child Care	\$0
Vending	\$10,000
Fitness Programming	\$45,000
Aquatics lessons/programs/parties	\$0
TOTAL	\$404,150

SCENARIO 4: NO CHANGES



First Level Floor Plan

SCENARIO 4: NO CHANGES

Operations Projection Details (with debt service)	
Scenario 4 No Changes	Current (2013)
ONLY	
Expenses	
Personnel Services	\$351,992
Operations and Maintenance	\$135,599
CIP Improvement Fund	
Debt Service and Transfers	\$631,760
Capital	
TOTAL	\$1,119,351
Revenues	
Taxes (sales/use)	\$424,511
Programs / Admissions	\$50,000
General Fund Transfers (operations)	\$450,000
CIP Transfers (debt service)	\$0
Balance Forward (varies year to year)	\$262,529
TOTAL	\$1,187,040
Surplus/Deficit	\$67,689

Subsidy Projection Details (no debt service)	
Scenario 4 No Changes	Current (2013)
ONLY	
Expenses	
Personnel Services	\$351,992
Operations and Maintenance	\$135,599
CIP Improvement Fund	
TOTAL	\$487,591
Revenues	
Programs / Admissions	\$50,000
TOTAL	\$50,000
Surplus/Deficit	(\$437,591)
Cost Recovery	10%



Community Recreation Center Expansion Scenario Details

Scenario 1

Operations Projection Details (with debt service)

Scenario 1 - Gym, Fitness, Aquatics	Expansion ONLY	Current (2013) ONLY	Combined
Expenses			
Personnel Services	\$483,872	\$351,992	\$835,864
Operations and Maintenance	\$247,158	\$135,599	\$382,757
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Capital			
TOTAL	\$760,271	\$1,119,351	\$1,879,622
Revenues			
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Programs / Admissions	\$644,500	\$50,000	\$694,500
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TOTAL	\$644,500	\$50,000	\$694,500
Surplus/Deficit	(\$115,771)	(\$437,591)	(\$553,362)
Cost Recovery	85%	10%	56%

Project Component

Scenario 1 - Gym, Fitness, Aquatics	
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Off-Site Construction (street changes, lighting, storm water, etc.)	\$0
Site Construction (1 acre all outside of building demo and new)	\$507,902
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Contingency (10%)	\$1,325,660
TOTAL PROJECT COSTS	\$14,582,257
Second floor office estimate	\$300,000
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Revenue / Expense Details (broken down)

Scenario 1 - Gym, Fitness, Aquatics	Expansion ONLY
Expenses	
Personnel Services	\$483,872
Supplies	\$47,500
Services	\$199,658
Capital	\$29,241
TOTAL	\$760,271
Revenues	
Admissions	\$516,800
Facility Rentals	\$15,000
Child Care	\$7,500
Vending	\$10,000
Fitness Programming	\$45,000
Aquatics lessons/programs/parties	\$50,200
TOTAL	\$644,500

Sales Tax to Fund Project Over 20 Years

Scenario 1 - Gym, Fitness, Aquatics	
Sales Tax Increase for Construction Cost	0.66%
Sales Tax Increase for Operational Cost	0.30%
TOTAL SALES TAX INCREASE FOR BOTH	0.97%

Scenario 2

Operations Projection Details (with debt service)

Scenario 2 - Aquatics Focus	Expansion ONLY	Current (2013) ONLY	Combined
Expenses			
Personnel Services	\$344,117	\$351,992	\$696,109
Operations and Maintenance	\$152,463	\$135,599	\$288,062
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Surplus/Deficit	(\$241,143)	\$67,689	(\$173,454)

Subsidy Projection Details (no debt service)

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Project Component

Scenario 2 - Aquatics Focus	
Facility Construction (building only)	\$6,238,000
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Site Construction (1 acre all outside of building demo and new)	\$308,046
Other project development costs (profes: plant investment fees, permits, testing, FI)	\$1,271,777
Contingency (10%)	\$781,782
TOTAL PROJECT COSTS	\$8,599,605
Second floor office estimate	\$300,000
TOTAL	\$8,899,605

Revenue / Expense Details (broken down)

Scenario 2 - Aquatics Focus	Expansion ONLY
Expenses	
Personnel Services	\$344,117
Supplies	\$36,500
Services	\$115,963
Capital	\$19,863
TOTAL	\$516,443
Revenues	
Admissions	\$200,600
Facility Rentals	\$10,000
Child Care	\$4,500
Vending	\$10,000
Fitness Programming	\$0
Aquatics lessons/programs/parties	\$50,200
TOTAL	\$275,300

Sales Tax to Fund Project Over 20 Years

Scenario 2 - Aquatics Focus	
Sales Tax Increase for Construction Cost	0.39%
Sales Tax Increase for Operational Cost	0.37%
TOTAL SALES TAX INCREASE FOR BOTH	0.76%



Community Recreation Center Expansion Scenario Details

Scenario 3

Operations Projection Details (with debt service)

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Subsidy Projection Details (no debt service)

Scenario 3 - Fitness/Gym Focus	Expansion ONLY	Current (2013) ONLY	Combined
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Project Component

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Scenario 3 - Fitness/Gym Focus	
Sales Tax Increase for Construction Cost	0.29%
Sales Tax Increase for Operational Cost	0.17%
TOTAL SALES TAX INCREASE FOR BOTH	0.46%

Scenario 4

Operations Projection Details (with debt service)

Scenario 4 No Changes	Current (2013) ONLY
Expenses	
Personnel Services	\$351,992
Operations and Maintenance	\$135,599
CIP Improvement Fund	
Debt Service and Transfers	\$631,760
Capital	
TOTAL	\$1,119,351
Revenues	
Taxes (sales/use)	\$424,511
Programs / Admissions	\$50,000
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CIP Transfers (debt service)	\$0
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Surplus/Deficit	\$67,689

Subsidy Projection Details (no debt service)

Scenario 4 No Changes	Current (2013) ONLY
Expenses	
Personnel Services	\$351,992
Operations and Maintenance	\$135,599
CIP Improvement Fund	
TOTAL	\$487,591
Revenues	
Programs / Admissions	\$50,000
TOTAL	\$50,000
Surplus/Deficit	(\$437,591)
Cost Recovery	10%



FUTURE TOWN BOARD MEETINGS

Work Sessions & Regular Meetings will be held in the Board Chambers unless otherwise noted.

July 15, 2013 5:00 p.m. 6:45 p.m.	Town Board Work Session CIP tour – start at National Guard Facility Great Western Development & Great Western Railroad update and discussion
July 22, 2013 6:00 p.m. First floor conference room	Town Board Work Session Joint work session with Planning Commission
July 22, 2013 7:00 p.m.	Town Board Meeting
July 29, 2013	Fifth Monday
August 5, 2013 6:00 p.m.	Town Board Work Session Citizen's Survey review Water Service Agreement with North Weld County Water District
August 12, 2013 5:30 p.m. First floor conference room	Board/Manager/Attorney Monthly Meeting
August 12, 2013 7:00 p.m.	Town Board Meeting
August 19, 2013 6:00 p.m.	Town Board Work Session
August 26, 2013 6:00 p.m.	Town Board Work Session Joint work session with the Downtown Development Authority
August 26, 2013 7:00 p.m.	Town Board Meeting
September 2, 2013	Labor Day – Offices closed
September 9, 2013 5:30 p.m. First floor conference room	Board/Manager/Attorney Monthly Meeting
September 9, 2013 7:00 p.m.	Town Board Meeting Kern Board Meeting
September 16, 2013 6:00 p.m.	Town Board Work Session
September 23, 2013 6:00 p.m.	Town Board Work Session
September 23, 2013 7:00 p.m.	Town Board Meeting
September 30, 2013	Fifth Monday
October 12, 2013	<u>Additional Events</u> Budget work session

None.

Future Work Session Topics