



## TOWN BOARD WORK SESSION

October 7, 2013 – 6:00 PM

301 Walnut Street, Town Board Room, Windsor, CO 80550

The Town of Windsor will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (970) 674-2400 by noon on the Thursday prior to the meeting to make arrangements.

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**GOAL of this Work Session is to have the Town Board receive information on topics of Town business from the Town Manager, Town Attorney and Town staff in order to exchange ideas and opinions regarding these topics.**

**Members of the public in attendance who have a question related to an agenda item are requested to allow the Town Board to discuss the topic and then be recognized by the Mayor prior to asking their question.**

### **AGENDA**

#### 1. CRC – Expansion Center Operations & Rate Structure

This session will feature information about the feasibility study cost assumptions and rate structure for users of the Center. Representatives of GreenPlay (consultants that conducted this part of the study) will be invited to provide information.

Purpose: To gain understanding of the Center operational costs and rate structure. Start to determine how different mixes of components might modify the operational costs and the rate structure, including number of users.

- a. How numbers were generated – methodology
- b. Assumptions
- c. Forecasts – Revenue / Expense

#### 2. Future Town Board Meetings



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## MEMORANDUM

**Date:** October 7, 2013  
**To:** Mayor and Town Board  
**Via:** Kelly Arnold, Town Manager  
**From:** Melissa M. Chew, CPRP, Director of Parks, Recreation & Culture  
**Re:** CRC Expansion – Operations & Rate Structure  
**Item #:** 1.a.

### **Background / Discussion:**

This discussion will afford the opportunity to become familiar with the development of the operational “pro-forma” associated with the possible CRC expansion. Documents that will be helpful in this discussion include the 2013 Pro Forma details (attached – this is updated from the original in the Feasibility Study) and the 2012 Feasibility Study. If you are in need of another full copy of the Feasibility Study, please advise me as it is too large for a packet or the web site. .

The 2012 Feasibility Study was completed by Barker Rinker Seacat, Architects (BRS) with GreenPlay, LLC as a sub-contractor for the operational information. Jeff Ratajczak of GreenPLay will be in attendance.

In the 2012 Feasibility Study, you will find details of *how* numbers were generated on pages 25-32. The most current numbers are in the 2013 attachments, not the 2012 study. In particular the text includes:

- Baseline budget: the figures will fluctuate based on marketing and promotion and there will be a first and second year “newness attraction” and guest experience (page 25)
- Estimated hours of operation at 96 hrs/wk (page 25).
- Estimated personnel. One new FT position and numerous PT/Seasonal staff (pages 25-26).
- Supplies: includes all operational janitorial and facility supplies (page 26).
- Utility costs: may fluctuate greatly and also are influenced by energy efficient construction choices which have not been detailed as yet (page 26).
- Capital allocations: is a recommendation to set aside funds annually for improvements, machinery or equipment that needs updating or for depreciation (page 26).
- Revenue forecasts: based on current fees and charges as well as anticipated fees based on market analysis (page 27).

- Cost recovery: projected on recommended fees and anticipated expenses. Model integrates nicely with our program cost recovery model adopted in 2012 (page 27).
- Fees: drop in or annual passes and are reflected in the projected cost recovery models, but can be altered. A local market comparison was completed to determine suggested fees and is included on page 28. Further descriptions of revenue generating components (pages 28-29).
- Final information includes the expectation to review the budget periodically for effectiveness, and funding options (pages 29-31).
- Partnerships: possible capital and operational funding strategy (pages 31-32).

**Financial Impact:**

Summary of the construction and operational impact:

	<b>Scenario 1</b>	<b>Scenario 2</b>	<b>Scenario 3</b>
<b>Construction</b> (inc. \$300k offices)	\$14,882,257	\$8,899,605	\$6,593,188
<b>Operations</b>	(\$553,362)	(\$678,734)	(\$310,576)
<b>Sales Tax construction</b>	.66%	.39%	.29%
<b>Sales Tax operations</b>	.30%	.37%	.17%

**Relationship to Strategic Plan:**

Goal 1. F. Review CRC Expansion Financing Options

**Recommendation:**

For discussion and clarification.

**Attachments:**

- b. Expansion Scenario Details (2013)
- c. Operational Pro-Formas (2013)



# 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
<b>Expenses</b>			
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			
<b>TOTAL</b>	<b>\$760,271</b>	<b>\$1,119,351</b>	<b>\$1,879,622</b>
<b>Revenues</b>			
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
<b>TOTAL</b>	<b>\$644,500</b>	<b>\$1,187,040</b>	<b>\$1,831,540</b>
<b>Surplus/Deficit</b>	<b>(\$115,771)</b>	<b>\$67,689</b>	<b>(\$48,082)</b>

## Subsidy Projection Details (no debt service)

Scenario 1 - Gym, Fitness, Aquatics	Expansion ONLY	Current (2013) ONLY	Combined
<b>Expenses</b>			
Personnel Services	\$483,872	\$351,992	\$835,864
Operations and Maintenance	\$247,158	\$135,599	\$382,757
CIP Improvement Fund	\$29,241		\$29,241
<b>TOTAL</b>	<b>\$760,271</b>	<b>\$487,591</b>	<b>\$1,247,862</b>
<b>Revenues</b>			
Programs / Admissions	\$644,500	\$50,000	\$694,500
<b>TOTAL</b>	<b>\$644,500</b>	<b>\$50,000</b>	<b>\$694,500</b>
<b>Surplus/Deficit</b>	<b>(\$115,771)</b>	<b>(\$437,591)</b>	<b>(\$553,362)</b>
<b>Cost Recovery</b>	<b>85%</b>	<b>10%</b>	<b>56%</b>

## Project Construction Component

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

## Revenue / Expense Details (broken down)

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

## 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%
<b>TOTAL SALES TAX INCREASE FOR BOTH</b>	<b>0.97%</b>

Scenario 2

## Operations Projection Details (with debt service)

Scenario 2 - Aquatics Focus	Expansion ONLY	Current (2013) ONLY	Combined
<b>Expenses</b>			
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			
<b>TOTAL</b>	<b>\$516,443</b>	<b>\$1,119,351</b>	<b>\$1,635,794</b>
<b>Revenues</b>			
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
<b>TOTAL</b>	<b>\$275,300</b>	<b>\$1,187,040</b>	<b>\$1,462,340</b>
<b>Surplus/Deficit</b>	<b>(\$241,143)</b>	<b>\$67,689</b>	<b>(\$173,454)</b>

## Subsidy Projection Details (no debt service)

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

## Project Construction Component

Scenario 2 - Aquatics Focus	
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 costs (professional fees, water/sewer plant investment fees, permits, testing, FF&E)	\$1,271,777
Contingency (10%)	\$781,782
<b>TOTAL PROJECT COSTS</b>	<b>\$8,599,605</b>
Second floor office estimate	\$300,000
<b>TOTAL</b>	<b>\$8,899,605</b>

## Revenue / Expense Details (broken down)

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

## 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%
<b>TOTAL SALES TAX INCREASE FOR BOTH</b>	<b>0.76%</b>



# Community Recreation Center Expansion Scenario Details

Scenario 3

## Operations Projection Details (with debt service)

Scenario 3 - Fitness/Gym Focus	Expansion ONLY	Current (2013) ONLY	Combined
<b>Expenses</b>			
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			
<b>TOTAL</b>	<b>\$276,935</b>	<b>\$1,119,351</b>	<b>\$1,396,286</b>
<b>Revenues</b>			
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
<b>TOTAL</b>	<b>\$404,150</b>	<b>\$1,187,040</b>	<b>\$1,591,190</b>
<b>Surplus/Deficit</b>	<b>\$127,215</b>	<b>\$67,689</b>	<b>\$194,904</b>

## Subsidy Projection Details (no debt service)

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

## Project Construction Component

Scenario 3 - Fitness/Gym Focus	
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 costs (professional fees, water/sewer, plant investment fees, permits, testing, FF&E)	\$1,367,328
Contingency (10%)	\$572,108
<b>TOTAL PROJECT COSTS</b>	<b>\$6,293,188</b>
Second floor office estimate	\$300,000
<b>TOTAL</b>	<b>\$6,593,188</b>

## Revenue / Expense Details (broken down)

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

## Sales Tax to Fund 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%
<b>TOTAL SALES TAX INCREASE FOR BOTH</b>	<b>0.46%</b>

Scenario 4

## Operations Projection Details (with debt service)

Scenario 4 No Changes	Current (2013) ONLY
<b>Expenses</b>	
Personnel Services	\$351,992
Operations and Maintenance	\$135,599
CIP Improvement Fund	
Debt Service and Transfers	\$631,760
Capital	
<b>TOTAL</b>	<b>\$1,119,351</b>
<b>Revenues</b>	
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
<b>TOTAL</b>	<b>\$1,187,040</b>
<b>Surplus/Deficit</b>	<b>\$67,689</b>

## Subsidy Projection Details (no debt service)

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

**Windsor Community Recreation Center Expansion**  
**PROJECT BUDGET SUMMARY - SCENARIO 1 (All inclusive)**

February 22,2012

Revised: April 24, 2013

Project Component	Quantity	Unit Cost	Cost	
<b>1. FACILITY CONSTRUCTION</b>			<b>\$10,258,000</b>	
Building Construction ( No Site)	39,164 SF	\$262	\$10,258,000	See BRS Draft Facility Program
<b>2. OFF-SITE CONSTRUCTION</b>			<b>\$0</b>	
Accel / Decel / Turn lanes	0 LF	\$123	\$0	15ft wide--none anticipated
Public streets through site	0 LF	\$309	\$0	None anticipated
Curb & Gutter replacement	0 LF	\$26	\$0	None anticipated
Traffic signal	0 EA	\$0	\$0	None anticipated
ROW sidewalk, landscape	0 LF	\$73	\$0	15 ft wide @ \$4-5/sf
Upgrades to ROW storm, water, waste	0 LF	\$123	\$0	6-8" water, 8-12" sewer
Street Lighting	0 EA	\$6,424	\$0	
Off-site improvemets	1 Allow	\$0	\$0	Improvements will be funded through land sale
Off-site signage	1 Allow	\$0	\$0	Gateway signage
Earthwork / Retaining Wall	0 LF	\$62	\$0	None anticipated
<b>3. SITE CONSTRUCTION (1 acre site)</b>			<b>\$507,902</b>	
Wetlands Mitigation	1 LS	\$0	\$0	City estimate for wetlands mitigation
Demolition	28,999 SF	\$0	\$0	
Overlot Grading & Prep	807 CY	\$5	\$3,695	Ave cut/fill of 3-6ft outside bldg
Parking Lot & Internal Drives	99 cars	\$1,986	\$196,572	asphalt paving, curb & gutter
Access Drive	250 LF	\$164	\$40,937	24 ft w/ curb
Fire Lane	150 LF	\$76	\$11,336	Not required due to street configuration
Entry plazas, sun deck, etc.	2,500 SF	\$6	\$14,314	scored grey concrete
Sidewalks	570 LF	\$18	\$10,443	5ft wide
Water & Sewer extensions to Building	0 LF	\$50	\$0	total length & cost for both
Fire Loop & 2 hydrants	1,100 LF	\$63	\$69,278	
Storm Collection, Drainage, Storage	1 LS	\$0	\$0	Piping, pond, structures
Parking & Pedestrian Lighting	14 EA	\$4,994	\$69,912	std cut-off parking, plaza bollards
Site Signage & Furniture	1 LS	\$11,451	\$11,451	Allowance
Landscaping & Irrigation	8,000 SF	\$7	\$54,964	\$1.50-\$2.00/sf ave
Park & Active Recreation Improvements	1 Allow	\$10,000	\$10,000	Misc. improvements on site
Pool Backwash structures	0 Allow	\$50,000	\$0	None anticipated-regenerative media filtration
Misc Site Costs	1 LS	\$15,000	\$15,000	Allowance
<b>4. OTHER PROJECT DEVELOPMENT COSTS</b>			<b>\$2,490,696</b>	
Land Purchase			\$0	None anticipated
Public Art Allocation			\$0	None anticipated
LEED Premium	1%		\$107,659	Value of sustainable design initiatives
Professional Fees			\$1,247,071	10.0% of Bldg, Off-Site, Site, Conting
FFE - Furniture, Fixtures & Equipment				Allowance for furniture, rec equip, misc
Exercise Equipment	3,690 SF	\$53	\$194,367	Allowance per s.f. of fitness
Kitchen Equipment	0 SF	\$200	\$0	Allowance per s.f. of kitchen
General FF&E	39,164 SF	\$7	\$269,080	Allowance per s.f. of building area
Computer Equipment	39,164 SF	\$10	\$403,619	Allowance per s.f. of building area
Other Special Equipment	0 Allow	\$50,000	\$0	Allowance
Plant Investment / Tap Fees *			\$97,700	Provided by Town of Windsor see Appendix
Construction testing & Survey			\$75,000	Soils & Materials testing, land survey
Reimbursable Expenses			\$50,000	Document printing, deliveries, travel
Permits / Plan Review Fees *			\$46,200	Provided by Town of Windsor see Appendix
Sales Tax		0%	\$0	Assume none
<b>5. SUB-TOTAL ALL PROJECT COSTS</b>			<b>\$13,256,597</b>	
<b>6. CONTINGENCY</b>		<b>10%</b>	<b>\$1,325,660</b>	
<b>7. GRAND-TOTAL ALL PROJECT COSTS</b>			<b>\$14,582,257</b>	
<b>8. Unit Cost (\$/SF) incl items 1,2,3,6</b>		<b>\$309</b>		
<b>9. Unit Cost (\$/SF) incl items 1,6</b>		<b>\$292</b>		

**Cost Items Not Included:**

Import / Haulaway of of structural fill, Owner's Representative, Legal fees, Land acquisition, Sales tax

\* Provided by Town of Windsor see appendix for details

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**Windsor Community Recreation Center Expansion**

(DRAFT) FACILITY PROGRAM

Revised Scenario 1 - Comprehensive

February 22, 2012

Revised: April 24, 2013

Average Cost/ SF	\$262 /SF
Total Program Area	39,164 SF
Total Program Cost	\$10,258,000

	Program Space	Net Area	Ext	Selected Program Gross Area	Selected Program Cost	Notes
x	<b>Required Building Support Spaces</b>	2,005		2,206 SF	\$473,000	
	Pre-Control Lobby Expansion		240			
	Lobby/ Control Desk Reconfiguration		350			
	Men's Locker Expansion		435			
	Women's Locker Expansion		410			
	Family Lockers Expansion (2)		320			
	Custodial Closets		50			
	Building Mechanical Room		100			
	Sprinkler Valve Room		0			
	Additional Electrical Distribution Room		100			
	Maintenance/ Receiving/ Loading Replacement		0			Re-use Existing
	Maintenance Office Replacement		0			Re-use Existing
x	<b>Child Watch / Babysitting</b>	810		891 SF	\$182,000	
	Babysitting		700			
	Tot toilet		40			
	Storage		70			
x	<b>Single HS Court Gym - wood floor</b>	7,264		7,990 SF	\$1,599,000	Multi-purpose gym 66' x 104' Size based on HS Basketball Seating for 100
	Gymnasium		6,864			
	Spectator Seating tip-n-roll in Gym		0			
	Storage		400			
x	<b>Long Elevated Walk / Jog Track</b>	4,650		5,115 SF	\$569,000	9 laps per mile, 3 lanes
	Walk/Jog Track		4,650			
	Stretching Area		0			
x	<b>3,690 Weight / Fitness</b>	4,140		4,554 SF	\$1,115,000	
	Cardiovascular Training		2,000			
	Circuit Resistance Training		1,000			
	Free Weight Training		690			
	Fitness Supervisor Station		50			
	Stretching Area		300			
	Equipment					Allow \$200,000 for equipment
	Storage		100			
x	<b>38-46 Person Aerobics/Dance Studio</b>	2,900		3,190 SF	\$596,000	Accommodates 38-46 people
	Aerobics/Dance Studio		2,500			
	Storage		400			
x	<b>Aquatics Support</b>	310		341 SF	\$54,000	Equipment room, guards, office
	Guard Room/ First Aid		310			
	Vending at Pool Deck		0			
x	<b>5,100 SF Leisure Pool</b>	12,910		14,201 SF	\$5,235,000	3,475 SF square foot leisure pool + 1,625 lap pool
	Pool		5,682			
	Natorium		11,260			
	Water Slide with deceleration lane					
	Water Spray Features Allowance					Spray structure, water spray play
	Whirlpool Spa					245 SF spa (15-18 passenger)
	UV Supplemental Sanitation Water Treatment					3 bodies of water x \$35,000
	Pool Equipment Room		1,150			
	Pool Storage		500			
x	<b>Wet Classroom / Party Room(s)</b>	615		677 SF	\$135,000	Can be divided into two 270 SF rooms
	Classroom		540			
	Party Room Storage		75			
x	<b>Solar Hot Water Heating</b>				\$300,000	



**Windsor Community Recreation Center Expansion**

**(DRAFT) FACILITY PROGRAM**

**Revised Scenario 1 - Comprehensive**

February 22, 2012

Revised: April 24, 2013

Average Cost/ SF	\$262 /SF
Total Program Area	39,164 SF
Total Program Cost	\$10,258,000

Program Space	Net Area	Ext	Selected Program Gross Area	Selected Program Cost	Notes
Pool and domestic water heating system					

39,164	\$10,258,000	Building Construction
	\$507,902	Site Construction
	\$2,490,696	Development Costs (Fees, FFE, Testing, etc)
	\$1,325,660	Owner's Contingency
	<b>\$14,582,257</b>	<b>Total Project Cost</b>

© 2013 Barker Rinker Seacat Architecture. Cost estimated based on similar recently constructed community centers around the US and indexed to Ft. Collins region based on mid-point of construction of April 2015.

**Windsor Community Recreation Center Expansion**  
**PROJECT BUDGET SUMMARY - Scenario 2 - Aquatic Center**  
 February 22, 2012  
 Revised: April 24, 2013

Project Component	Quantity	Unit Cost	Cost	
<b>1. FACILITY CONSTRUCTION</b>			<b>\$6,238,000</b>	
Building Construction ( No Site)	17,714 SF	\$352	\$6,238,000	See BRS Draft Facility Program
<b>2. OFF-SITE CONSTRUCTION</b>			<b>\$0</b>	
Accel / Decel / Turn lanes	0 LF	\$123	\$0	15ft wide--none anticipated
Public streets through site	0 LF	\$309	\$0	None anticipated
Curb & Gutter replacement	0 LF	\$26	\$0	None anticipated
Traffic signal	0 EA	\$0	\$0	None anticipated
ROW sidewalk, landscape	0 LF	\$73	\$0	15 ft wide @ \$4-5/sf
Upgrades to ROW storm, water, waste	0 LF	\$123	\$0	6-8" water, 8-12" sewer
Street Lighting	0 EA	\$6,424	\$0	
Off-site improvemets	1 Allow	\$0	\$0	Improvements will be funded through land sale
Off-site signage	1 Allow	\$0	\$0	Gateway signage
Earthwork / Retaining Wall	0 LF	\$62	\$0	None anticipated
<b>3. SITE CONSTRUCTION (1 acre site)</b>			<b>\$308,046</b>	
Wetlands Mitigation	1 LS	\$0	\$0	City estimate for wetlands mitigation
Demolition	0 SF	\$0	\$0	
Overlot Grading & Prep	2,420 CY	\$5	\$11,084	Ave cut/fill of 3-6ft outside bldg
Parking Lot & Internal Drives	30 cars	\$1,986	\$59,567	asphalt paving, curb & gutter
Access Drive	200 LF	\$164	\$32,749	24 ft w/ curb
Fire Lane	0 LF	\$76	\$0	Existing Fire lane to be used
Entry plazas, sun deck, etc.	2,500 SF	\$6	\$14,314	scored grey concrete
Sidewalks	800 LF	\$18	\$14,657	5ft wide
Water & Sewer extensions to Building	0 LF	\$50	\$0	Reuse existing services
Fire Loop & 2 hydrants	1,100 LF	\$63	\$69,278	loop fire line around building
Storm Collection, Drainage, Storage	1 LS	\$0	\$0	Existing detention structures in place
Parking & Pedestrian Lighting	3 EA	\$4,994	\$14,981	std cut-off parking, pedestrian lights
Site Signage & Furniture	1 LS	\$11,451	\$11,451	Allowance
Landscaping & Irrigation	8,000 SF	\$7	\$54,964	\$1.50-\$2.00/sf ave
Park & Active Recreation Improvements	1 Allow	\$10,000	\$10,000	Misc. improvements on site
Pool Backwash structures	0 Allow	\$50,000	\$0	None anticipated-regenerative media filtration
Misc Site Costs	1 LS	\$15,000	\$15,000	Allowance
<b>4. OTHER PROJECT DEVELOPMENT COSTS</b>			<b>\$1,271,777</b>	
Land Purchase			\$0	None anticipated
Public Art Allocation			\$0	None anticipated
LEED / Hi Performance Premium	1%		\$65,460	Value of sustainable design initiatives
Professional Fees			\$740,653	10.0% of Bldg, Off-Site, Site, Conting
FFE - Furniture, Fixtures & Equipment				Allowance for furniture, rec equip, misc
Exercise Equipment	0 SF	\$53	\$0	Allowance per s.f. of fitness
Kitchen Equipment	0 SF	\$200	\$0	Allowance per s.f. of kitchen
General FF&E	17,714 SF	\$7	\$121,705	Allowance per s.f. of building area
Computer Equipment	17,714 SF	\$10	\$182,558	Allowance per s.f. of building area
Other Special Equipment	0 Allow	\$50,000	\$0	Allowance
Plant Investment / Tap Fees *			\$41,800	Estimated by Town of Windsor see Appendix
Construction testing & Survey			\$40,000	Soils & Materials testing, land survey
Reimbursable Expenses			\$50,000	Document printing, deliveries, travel
Permits/Plan Review Fees *			\$29,600	Estimated by Town of Windsor see Appendix
Sales Tax		0%	\$0	Assume none
<b>5. SUB-TOTAL ALL PROJECT COSTS</b>			<b>\$7,817,823</b>	
<b>6. CONTINGENCY</b>		10%	<b>\$781,782</b>	
<b>7. GRAND-TOTAL ALL PROJECT COSTS</b>			<b>\$8,599,605</b>	
<b>8. Unit Cost (\$/SF) incl items 1,2,3,6</b>		<b>\$414</b>		
<b>9. Unit Cost (\$/SF) incl items 1,6</b>		<b>\$392</b>		

**Cost Items Not Included:**

Import / Haulaway of of structural fill, Owner's Representative, Legal fees, Land acquisition, Sales tax

\* Estimated by Town of Windsor, see Appendix for details

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**Windsor Community Recreation Center Expansion**

(DRAFT) FACILITY PROGRAM

Revised Scenario 2 - Aquatic Centric

February 22, 2012

Revised: April 24, 2013

Average Cost/ SF	\$352 /SF
Total Program Area	17,714 SF
Total Program Cost	\$6,238,000

	Program Space	Net Area	Ext	Selected Program Gross Area	Selected Program Cost	Notes
x	<b>Required Building Support Spaces</b>	1,755		1,895 SF	\$433,000	
	Pre-Control Lobby Expansion		240			
	Lobby/ Control Desk Reconfiguration		350			
	Men's Locker Expansion		435			
	Women's Locker Expansion		410			
	Family Lockers Expansion (2)		320			
x	<b>Child Watch / Babysitting</b>	810		875 SF	\$179,000	
	Babysitting		700			
	Tot toilet		40			
	Storage		70			
x	<b>Aquatics Support</b>	310		335 SF	\$53,000	Equipment room, guards, office
	Guard Room/ First Aid		310			
	Vending at Pool Deck		0			
x	<b>5,100 SF Leisure Pool</b>	12,912		13,945 SF	\$5,140,000	3,475 SF square foot leisure pool + 1,625 lap pool
	Pool		5,682			
	Natatorium		11,262			
	Water Slide with deceleration lane					
	Water Spray Features Allowance					Spray structure, water spray play
	Whirlpool Spa					245 SF spa (15-18 passenger)
	UV Supplemental Sanitation Water Treatment					3 bodies of water x \$35,000
	Pool Equipment Room		1,150			
	Pool Storage		500			
x	<b>Wet Classroom / Party Room(s)</b>	615		664 SF	\$133,000	Can be divided into two 270 SF rooms
	Classroom		540			
	Party Room Storage		75			
x	<b>Solar Hot Water Heating</b>				\$300,000	
	Pool and domestic water heating system					

17,714	\$6,238,000	Building Construction
	\$308,046	Site Construction
	\$1,271,777	Development Costs (Fees, FFE, Testing, etc)
	\$781,782	Owner's Contingency
	<b>\$8,599,605</b>	<b>Total Project Cost</b>

© 2012 Barker Rinker Seacat Architecture. Cost estimated based on similar recently constructed community centers around the US and indexed to Ft. Collins region based on mid-point of construction of April 2014.

**Windsor Community Recreation Center Expansion**  
**PROJECT BUDGET SUMMARY - SCENARIO 3 (Fitness Only)**

February 22,2012

Revised: April 24, 2013

Project Component	Quantity	Unit Cost	Cost	
<b>1. FACILITY CONSTRUCTION</b>			<b>\$4,015,000</b>	
Building Construction ( No Site)	21,773 SF	\$184	\$4,015,000	See BRS Draft Facility Program
<b>2. OFF-SITE CONSTRUCTION</b>			<b>\$0</b>	
Accel / Decel / Turn lanes	0 LF	\$123	\$0	15ft wide--none anticipated
Public streets through site	0 LF	\$309	\$0	None anticipated
Curb & Gutter replacement	0 LF	\$26	\$0	None anticipated
Traffic signal	0 EA	\$0	\$0	None anticipated
ROW sidewalk, landscape	0 LF	\$73	\$0	15 ft wide @ \$4-5/sf
Upgrades to ROW storm, water, waste	0 LF	\$123	\$0	6-8" water, 8-12" sewer
Street Lighting	0 EA	\$6,424	\$0	
Off-site improvemets	1 Allow	\$0	\$0	Improvements will be funded through land sale
Off-site signage	1 Allow	\$0	\$0	Gateway signage
Earthwork / Retaining Wall	0 LF	\$62	\$0	None anticipated
<b>3. SITE CONSTRUCTION (1 acre site)</b>			<b>\$338,752</b>	
Wetlands Mitigation	1 LS	\$0	\$0	City estimate for wetlands mitigation
Demolition	0 SF	\$0	\$0	
Overlot Grading & Prep	807 CY	\$5	\$3,695	Ave cut/fill of 3-6ft outside bldg
Parking Lot & Internal Drives	38 cars	\$1,986	\$75,452	asphalt paving, curb & gutter
Access Drive	250 LF	\$164	\$40,937	24 ft w/ curb
Fire Lane	150 LF	\$76	\$11,336	
Entry plazas, sun deck, etc.	0 SF	\$6	\$0	scored grey concrete
Sidewalks	570 LF	\$18	\$10,443	5ft wide
Water & Sewer extensions to Building	0 LF	\$50	\$0	total length & cost for both
Fire Loop & 2 hydrants	1,100 LF	\$63	\$69,278	
Storm Collection, Drainage, Storage	1 LS	\$0	\$0	Piping, pond, structures
Parking & Pedestrian Lighting	10 EA	\$4,994	\$49,937	std cut-off parking, plaza bollards
Site Signage & Furniture	1 LS	\$11,451	\$11,451	Allowance
Landscaping & Irrigation	6,000 SF	\$7	\$41,223	\$1.50-\$2.00/sf ave
Park & Active Recreation Improvements	1 Allow	\$10,000	\$10,000	Misc. improvements on site
Pool Backwash structures	0 Allow	\$50,000	\$0	None anticipated-regenerative media filtration
Misc Site Costs	1 LS	\$15,000	\$15,000	Allowance
<b>4. OTHER PROJECT DEVELOPMENT COSTS</b>			<b>\$1,367,328</b>	
Land Purchase			\$0	None anticipated
Public Art Allocation			\$0	None anticipated
LEED Premium	1%		\$43,538	Value of sustainable design initiatives
Professional Fees			\$521,538	10.0% of Bldg, Off-Site, Site, Conting
FFE - Furniture, Fixtures & Equipment				Allowance for furniture, rec equip, misc
Exercise Equipment	3,690 SF	\$53	\$194,367	Allowance per s.f. of fitness
Kitchen Equipment	0 SF	\$200	\$0	Allowance per s.f. of kitchen
General FF&E	21,773 SF	\$7	\$149,594	Allowance per s.f. of building area
Computer Equipment	21,773 SF	\$10	\$224,392	Allowance per s.f. of building area
Other Special Equipment	0 Allow	\$50,000	\$0	Allowance
Plant Investment / Tap Fees *			\$97,700	Provided by Town of Windsor see Appendix
Construction testing & Survey			\$60,000	Soils & Materials testing, land survey
Reimbursable Expenses			\$30,000	Document printing, deliveries, travel
Permits / Plan Review Fees *			\$46,200	Provided by Town of Windsor see Appendix
Sales Tax		0%	\$0	Assume none
<b>5. SUB-TOTAL ALL PROJECT COSTS</b>			<b>\$5,721,080</b>	
<b>6. CONTINGENCY</b>		<b>10%</b>	<b>\$572,108</b>	
<b>7. GRAND-TOTAL ALL PROJECT COSTS</b>			<b>\$6,293,188</b>	
<b>8. Unit Cost (\$/SF) incl items 1,2,3,6</b>	<b>\$226</b>			
<b>9. Unit Cost (\$/SF) incl items 1,6</b>	<b>\$208</b>			

**Cost Items Not Included:**

Import / Haulaway of of structural fill, Owner's Representative, Legal fees, Land acquisition, Sales tax

\* Provided by Town of Windsor see appendix for details

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**Windsor Community Recreation Center Expansion**

(DRAFT) FACILITY PROGRAM

Scenario 3 - Fitness Only

February 22, 2012

Revised: April 24, 2013

Average Cost/ SF	\$184 /SF
Total Program Area	21,773 SF
Total Program Cost	\$4,015,000

	Program Space	Net Area	Ext	Selected Program Gross Area	Selected Program Cost	Notes
x	<b>Required Building Support Spaces</b>	840		924 SF	\$136,000	
	Pre-Control Lobby Expansion		240			
	Lobby/ Control Desk Reconfiguration		350			
	Custodial Closets		50			
	Building Mechanical Room		100			
	Additional Electrical Distribution Room		100			
x	<b>Single HS Court Gym - wood floor</b>	7,264		7,990 SF	\$1,599,000	Multi-purpose gym 66' x 104'
	Gymnasium		6,864			Size based on HS Basketball
	Spectator Seating tip-n-roll in Gym		0			Seating for 100
	Storage		400			
x	<b>Long Elevated Walk / Jog Track</b>	4,650		5,115 SF	\$569,000	9 laps per mile, 3 lanes
	Walk/Jog Track		4,650			
	Stretching Area		0			
x	<b>3,690 Weight / Fitness</b>	4,140		4,554 SF	\$1,115,000	
	Cardiovascular Training		2,000			
	Circuit Resistance Training		1,000			
	Free Weight Training		690			
	Fitness Supervisor Station		50			
	Stretching Area		300			
	Equipment					Allow \$200,000 for equipment
	Storage		100			
x	<b>38-46 Person Aerobics/Dance Studio</b>	2,900		3,190 SF	\$596,000	Accommodates 38-46 people
	Aerobics/Dance Studio		2,500			
	Storage		400			

21,773	\$4,015,000	Building Construction
	\$338,752	Site Construction
	\$1,367,328	Development Costs (Fees, FFE, Testing, etc)
	\$572,108	Owner's Contingency
	<b>\$6,293,188</b>	<b>Total Project Cost</b>

© 2013 Barker Rinker Seacat Architecture. Cost estimated based on similar recently constructed community centers around the US and indexed to Ft. Collins region based on mid-point of construction of April 2015.



## FUTURE TOWN BOARD MEETINGS

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

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October 14, 2013 5:30 p.m./First floor conference room	Board/Manager/Attorney Monthly Meeting Review of redistricting information
October 14, 2013 7:00 p.m.	Town Board Meeting
October 21, 2013 6:00 p.m.	Town Board Work Session CRC – Financing & Potential Resources to Construct Expansion Center
October 28, 2013 6:00 p.m.	Town Board Work Session Joint meeting with DDA/review of DDA budget
October 28, 2013 7:00 p.m.	Town Board Meeting
November 4, 2013 6:00 p.m.	Town Board Work Session CRC – Wrap Up Discussion & Determine Future
November 11, 2013	Veteran's Day – Town Hall closed
November 12, 2013 (Tuesday) 5:30 p.m.	Board/Manager/Attorney Monthly Meeting
November 12, 2013 (Tuesday) 7:00 p.m.	Town Board Meeting Kern Board Meeting
November 18, 2013 6:00 p.m.	Town Board Work Session Flood plane prevention ordinance
November 25, 2013 6:00 p.m.	Town Board Work Session
November 25, 2013 7:00 p.m.	Town Board Meeting
December 2, 2013 6:00 p.m.	Town Board Work session
December 9, 2013 5:30 p.m./First floor conference room	Board/Manager/Attorney Monthly Meeting
December 9, 2013 7:00 p.m.	Town Board Meeting
December 16, 2013 6:00 p.m.	Town Board Work Session
December 23, 2013 6:00 p.m.	Town Board Work Session
December 23, 2013 7:00 p.m.	Town Board Meeting
December 30, 2013	Fifth Monday
<b><u>Additional Events</u></b>	
October 12, 2013	Budget work session
October 23, 2013	CML Fall District Meeting – Loveland, CO
October 29, 2013, 6 pm	Weld Town/County Dinner – attending: John Vazquez, Ivan Adams, Kristie Melendez

**Future Work Session Topics**

Museum strategic plan  
Golf cart district application – Highland Meadows  
Model Traffic Code 2010 update