

## **RESOLUTION NO. 3548-2012**

### **RESOLUTION OF THE FORT BRAGG CITY COUNCIL APPROVING THE AMENDED PRE-OPENING BUDGET FOR THE C.V. STARR COMMUNITY CENTER**

**WHEREAS**, the City of Fort Bragg acquired the C.V. Starr Community Center to ensure that the facility remains accessible to residents and visitors of Fort Bragg and the Mendocino coast— an action that is consistent with the Council’s goal of promoting healthy lifestyles through the provision of active recreational facilities; and

**WHEREAS**, a budget is needed to appropriate funds for operation of the C.V. Starr Community Center ("CVSCC"); and

**WHEREAS**, an ad hoc committee comprised of representatives of the City of Fort Bragg and the Mendocino Coast Recreation and Park District ("District") formulated a “Pre-Opening” Budget for the period from the time at which the City assumes ownership of the CVSCC until July 1, 2012; and

**WHEREAS**, the District Board reviewed the Pre-Opening Budget at meetings on April 24, 2012 and May 8, 2012; and

**WHEREAS**, the City Council reviewed a draft of the Pre-Opening Budget at a special meeting on April 25, 2012 and adopted Resolution No. 3540-2012 approving the Pre-Opening Budget at a special meeting on May 9, 2012; and

**WHEREAS**, the Pre-Opening Budget has been updated to incorporate refined projections of revenues and expenditures based on work that has been performed over the past month and an amended Pre-Opening Budget for the CVSCC is presented for Council consideration; and

**WHEREAS**, based on all the evidence presented, the City Council finds as follows:

1. The amended Pre-Opening Budget for the CVSCC, as presented, adequately appropriates funds for expenditures associated with the transition of the facility from the District to the City, for one-time capital expenditures; and for operational costs between the date upon which title to the facility is transferred to the City and July 1, 2012.

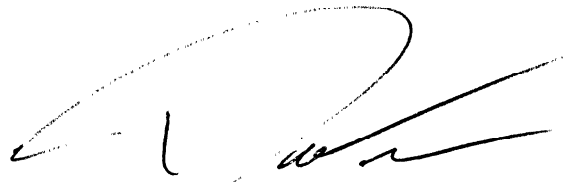
**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Fort Bragg does hereby adopt the amended Pre-Opening Budget as submitted; and

**BE IT FURTHER RESOLVED** that copies of the amended Pre-Opening Budget for the CVSCC will be on file in the offices of the City Clerk and City Finance Director/Treasurer and shall be considered a part of this Resolution.

**The above and foregoing Resolution was introduced by Councilmember Gjerde, seconded by Councilmember Deitz, and passed and adopted at a special meeting of the City Council of the City of Fort Bragg held on the 25<sup>th</sup> day of June, 2012, by the following vote:**

**AYES:** Councilmembers Courtney, Deitz, Gjerde, Hammerstrom, and Mayor Turner.  
**NOES:** None.


**ABSENT: None.**  
**ABSTAIN: None.**



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**DAVE TURNER,**  
**Mayor**

**ATTEST:**

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**Cynthia M. VanWormer, CMC**  
**City Clerk**

# C.V. Starr Center Pre-Opening Budget (Amended)

April 27, 2012-June 30, 2012

	Annual Budget	Assumptions
<b>Aquatics</b>		
Admissions		
Aquatics Lessons		
Refunds		
<b>Aquatic Revenues</b>	\$ -	
<b>Other Facility Revenues</b>		
Facility Passes		
Retail Sales		
Concessions Non Tax		
Facility Rental Parties		
Refunds		
<b>Other Facility Revenues</b>		
<b>Classes and Camps</b>		
Programs & Classes		
<b>Classes and Camps Revenues</b>		
<b>Other Revenues</b>		
District Office Rentals		Estimate
Energy Rebates	2,000 00	Received \$15,190 May 2012
Property Tax Share	6,835 50	
RDA Share	12,045 00	
Sales Tax Revenue		
<b>Other Revenues</b>	20,880 50	
<b>Total Revenues</b>	<u>20,880 50</u>	
<b>Wages and Benefits</b>		
Salaries and Wages - Aquatics	849 33	
Payroll Taxes-Aquatics	166 63	
Wages - Reception Staff	840 67	
Payroll tax-Reception Staff	263 43	
Wages - Maintenance/Custodial	8,935 67	
Payroll tax -Maintenance/Custodial	1,335 59	
Salaries & Wages - Admin	13,541 33	
Payroll tax - Admin	2,027 58	
Salaries & Wages - Fitness Instructors	-	
Payroll Taxes - Fitness Instructors	-	
Group Health Insurance	2,316 83	
Worker's Comp Insurance	932 23	
<b>Total Wages and Benefits</b>	31,203 30	31,203 30 From Wages Spreadsheet
<b>Direct Program Expenses</b>		
Pool Supplies	4,000 00	Prorated
Cost of Goods	-	
Special Event	-	
Workshop	-	
Program & Classes	-	
<b>Other Direct Program Expenses</b>	4,000 00	
<b>Utilities/Overhead</b>		
Communication	2,158 33	Prorated
Fingerprints/Backgrounds	3,965 00	Finger Prints -\$51 per employee, Credit @ \$60 per mgt, Medical - \$325 per mgt
Recruiting	12,500 00	Director \$2200, Execs = \$100, others \$300
Supplies	2,500 00	Prorated
Maint of Bldgs & Grounds	-	Included in One Time Costs
Maint of Facility Equip	-	Included in One Time Costs
Maint/Replacmnt Of Exercise Equip	-	Included in One Time Costs
Rent of Equipment	32,500 00	Two month run rate @ 75%
Utilities	-	
<b>Utilities/Overhead</b>	53,623 33	
<b>General &amp; Administrative Expense</b>		
Medical Supplies	-	
Pool Permits	2,060 00	Hazmat \$965, Leisure Pool \$450, Competition Pool \$450, Slide Fee \$365, Inspection Fee \$195
Office Exp	2,000 17	Prorated
Equipment Lease	480 00	Coper Lease
Small Tool Exp	1,000 00	Estimate
Insurance	4,291 67	REMIF -Prorated
Property	\$ 1,000 00	REMIF -Prorated
Earthquake & Flood	1,500 00	REMIF -Prorated
Liability (includes empmt)	1,791 67	CAPRI - Prorated
Memberships and Dues	302 00	MCN \$151/mo, CPRSPCT \$300
Staff Training	1,000 00	Estimate
Professional Fees - Software Maint	5,520 00	Estimate
Professional Fees - Credit Card Processing	500 00	Estimate
Professional Fees - IT Assst	-	Included in One Time Costs
Professional Fees - County Property Tax Adm	3,008 61	Based on invoice
Publications/Advertising	-	Included in One Time Costs
Transportation & Travel	300 00	Estimate
Outside Consult	4,000 00	Contract
Allocation of District Time	2,000 00	
Allocation of City Staff Time	6,476 37	Prorated
<b>Total General &amp; Administrative Expense</b>	32,938 82	
<b>Total Operating Expenses</b>	121,765 45	
<b>Net Operating Revenue (Loss)</b>	<u>(100,884 95)</u>	
<b>One Time Costs</b>		
Building Equipment and Maintenance	61,000 00	Estimate
Membership Management Software and Hardware	44,686 00	Estimate
SBE Preparatory Costs	40,000 00	SBE Guidance \$15k-\$40k
Special Election Fees	18,173 00	Based on Bidding
Legal Costs - Ordinance and related Agreements	20,000 00	Estimate
Reopening Media Blitz	10,000 00	Estimate
Free Weights	5,000 00	Estimate
Computers/Printer	3,100 00	Estimate
IT Assistance - Network, Membership Mgt Software	2,800 00	Estimate
Escrow and Closing Costs	4,678 14	Actual, includes propane
Temporary Signage	500 00	Estimate
Accounting Software	500 00	Estimate
<b>Total One Time Costs</b>	210,437 14	
<b>Total CV Starr Center Operations, Net</b>	<u>\$ (311,322 09)</u>	