

**Section VIII**

**Swim and Fitness  
Center Fund**



## **Program Background and Description**

Scheduled to open in mid-April 2006, FY07 is the first full year that the Community Swim and Fitness Center is to be in operation. Located on the campus of the Concord-Carlisle Regional High School, this state-of-the-art 32,000-square-foot facility houses a 25-yard by 25-meter 8-lane lap pool, a therapy pool, a children's pool, and a diving well. In addition, there are two 1,600-square-foot fitness rooms, one for weight training, and the other for cardiovascular exercise. The Center provides areas for pool-side spectator seating, food concession space, locker and shower rooms, family changing rooms, and office space for the Center staff. The Center is scheduled to be in operation for 102 hours each week throughout the year: Monday through Friday, from 6 a.m. to 10 p.m., and on weekends from 8 a.m. to 6 p.m. Members can swim or work out on their own, or participate in fee-supported programs, such as swimming lessons, or being part of a swim or diving team.

The facility has been constructed by C.C. Pools, a private non-profit organization at a cost of approximately \$10 million; funding for the construction has been made possible through generous contributions from the community. Although the great majority of the fundraising effort has been accomplished, there is still some fundraising to be done. Until the construction costs have been fully paid, C.C. Pools will retain ownership of the Center and will lease the facility to the Town for \$1 a year. Once fully paid, the facility will be gifted to the Town.

The Recreation Department will operate the Center as an enterprise fund, that is, as a financially self-supporting entity, in the same manner that the Town manages its Light, Sewer, and Water Funds. Thus, expenditures must be covered by program fees. As with other Recreation Department activities, the two objectives of providing a needed service to the community while being self-supporting must be balanced. This balance is between the price of membership and programs, and the community's ability to pay for these services. The various fees to be charged, primarily the initiation and membership fees, were set only after research and surveys conducted by the Town and a consultant. Based on this research, the Town established the following fees: joining fees of \$199 for residents and \$299 for non-residents; and membership fees of \$700 per year for an individual and \$1,400 per year for a family.

Membership enrollment for the Swim and Fitness Center is significantly higher than projected: at least 925 memberships will have been sold as of the printing of this book in March 2006, while the projection was for less than 690. An additional 225 members are expected to sign up by July 2006. In addition to the revenue generated from membership fees, the Center will offer swimming lessons and will rent out part of the facility to swim and dive teams. In total, the Town projects these revenues from these membership and program fees to be \$2,218,210 for FY2007.

Off-setting the projected revenues are expenditures of \$2,218,210, comprised primarily of salaries and benefits for staff (\$1,233,790). Other expenses include purchased services such as electricity, natural gas, water, sewer, custodial services, banking services, and marketing, totaling \$425,494; and supplies and other charges, including office supplies, custodial supplies, pool supplies, and conference and travel expenses, totaling \$63,250. In addition, \$50,000 will be set aside to pay for services provided to the Center by other Town departments (Town Manager, Accounting, Finance Administration, and Personnel); and \$78,938 will be set aside as a contingency reserve.

It should be noted that much time and effort has been expended by the Recreation Department in organizing the operations of the new Swim and Fitness Center in an effort to provide the Town not only with a state-of-the art facility, but also to provide the best recreational amenities.

Town of Concord, Massachusetts

<b>SWIM AND FITNESS CENTER</b>	<b>FUND 64</b>
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**OPERATING REVENUES (\$)**

	<u>FY2004 Actual</u>	<u>FY2005 Actual</u>	<u>FY2006 Rev. Budget</u>	<u>FY2007 Estimate</u>
Membership Fees				1,425,000
Initiation Fees				136,350
Rental Fees				126,000
Swim Program Fees				477,900
Child Care Fees				20,800
Food Concession Rental Fee				5,760
Belnap House Senior Citizen Grant				26,400
<b>Operating Revenues Total</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>2,218,210</u>

**OPERATING EXPENSES (\$)**

	<u>FY2004 Actual</u>	<u>FY2005 Actual</u>	<u>FY2006 Rev. Budget</u>	<u>FY2007 Estimate</u>
Personal Services				1,233,790
Purchased Services				425,494
Supplies & Materials				63,250
Other Charges & Expenses				13,738
Depreciation Expense - Equipment				103,000
Depreciation Expense - Building				250,000
Contingency Reserve				78,938
<b>Subtotal</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>2,168,210</u>
<u>General Fund Services:</u>				
Town Manager's Office				12,500
Accounting Division				12,500
Finance Administration Division				12,500
Personnel Department				12,500
<b>Subtotal</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>50,000</u>
<b>Operating Expenses Total</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>2,218,210</u>

Town of Concord, Massachusetts

SWIM AND FITNESS CENTER

FUND 64

AUTHORIZED POSITIONS (\$)

Code	Position Title	Grade	Fiscal Year 2006		Fiscal Year 2007	
			# Positions	\$ Amount	# Positions	\$ Amount
5111	Recreation Admin.	MP-9			0.50	37,790
	Asst. Rec. Admin.	MP-7			0.80	56,472
	Asst. Rec. Admin.	MP-7			0.80	52,261
	Aquatics Coordinator	MP-5			1.00	53,500
	Fitness Coordinator	MP-5			1.00	60,265
	Staff Accountant	MP-2			1.00	43,000
	Asst. Aquatics Coord.	MP-1			1.00	41,000
	Asst. Fitness Coord.	MP-1			1.00	33,280
	Administrative Asst.	ACL-7			1.00	48,964
	Receptionist	ACL-3			2.55	79,560
	Building Maint. Cust.	LA-2			1.00	41,050
	Building Maint. Cust.	LA-2			0.63	26,000
	<b>Subtotal</b>				12.28	573,142
5115	Lifeguards	Misc.			13,780 hrs.	206,712
	Openers/Closers	Misc.			2,192 hrs.	43,848
	Swim Instructors	Misc.			3,465 hrs.	76,230
	Fitness Trainers	Misc.			10,649 hrs.	159,732
	Sales Associates	Misc.			1,044 hrs.	26,000
	Aquatics Mgmt. Subs.	Misc.				12,000
	<b>Subtotal</b>					524,522
517X	Group Insurance					57,314
	Retirement					30,376
	Social Security					32,520
	Medicare					15,916
	<b>Subtotal</b>					136,126
	<b>GRAND TOTAL</b>					1,233,790

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**DEBT SERVICE (\$)**

<p>Not Applicable</p>
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**PAYMENTS TO THE GENERAL FUND (\$)**

	<u>FY2004 Actual</u>	<u>FY2005 Actual</u>	<u>FY2006 Rev. Budget</u>	<u>FY2007 Estimate</u>
Town Manager's Office				12,500
Accounting Division				12,500
Finance Administration Division				12,500
Personnel Department				12,500
<b>Total</b>	0	0	0	50,000

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**NET INCOME (\$)**

	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Rev. Budget</u>	FY2007 <u>Estimate</u>
<b>Statement of Net Income:</b>				
Operating Revenues	0	0	0	2,218,210
Less Operating Expenses	0	0	0	(2,218,210)
<b>Operating Income</b>	0	0	0	0
Add Investment Income				
<b>Gross Income</b>	0	0	0	0

**AVAILABLE RESOURCES (\$)**

<b>Resources Available from Current Operations for Replacement &amp; Renewal of Plant:</b>				
	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Rev. Budget</u>	FY2007 <u>Estimate</u>
From:				
Depreciation Expense				353,000
Net Income				0
<b>Total Operations</b>	0	0	0	353,000
 <b>Net Available for Capital Purposes:</b>	 0	 0	 0	 353,000

**DETAIL OF GENERAL FUND SERVICES  
PROVIDED TO SWIM & FITNESS CENTER FUND (\$)**

	<u>FY2004</u> <u>Actual</u>	<u>FY2005</u> <u>Actual</u>	<u>FY2006</u> <u>Rev. Budget</u>	<u>FY2007</u> <u>Estimate</u>
Financial & Administrative Services:				
Town Manager				12,500
Town Accountant:				
General Services				12,500
Audit Services				0
Treasurer-Collector				0
Finance Administration				12,500
Personnel Administration				12,500
Town House Facilities				<u>0</u>
<b>Totals</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>50,000</u>