



Las Cruces Regional Recreation and Aquatic Center

Budget Assumptions Operational Budget 5-year Pro-forma

by:



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CITY OF LAS CRUCES REGIONAL RECREATION & AQUATIC CENTER

CITY OF LAS CRUCES RECREATION AND AQUATIC COMPLEX OPERATIONAL BUDGET

Assumptions

- Budget is calculated in 2008 figures
- Facility size: 56,743 square feet
- Hours of Operation

Monday -Friday	5:30am - 10:00pm
Saturday	8:00am - 8:00pm
Sunday	12:00pm - 8:00pm
- Budget is based on : 102.5 hours/week x 52 weeks – 4 Holidays (average 12 hours/day) = 5282 hours per year. Peak hours include 3:00-9:00pm weekdays, Saturdays 8:00am-6:00pm, and Sundays 12:00-6:00pm.
- Daily operational hours do not reflect hours for rentals of meeting rooms, after hour activities, etc. These hours will be agreed upon time beyond hours open to the public.
- Pass holders can participate in self directed activities and must pay additionally for the classes.
- There will be no contracts, initiation fees or registration fees associated with the passes.
- Automatic debits from checking accounts, savings accounts or credit cards will be an option and not mandatory for passes.
- Two front desk employees on duty during open hours with one operating as building monitor during peak hours (2288 hours per year).
- Lifeguard staffing is assumed at capacity up to 4 guards due to bather load at prime time; and at non-prime time 2 guards for rotation (2 lifeguards); not inclusive of the Pool Manager and Assistant Manager scheduled for all open hours of operations.
- Utility Costs include Electrical (46%), Natural Gas (12%), and Water/Sewer (42%). The aquatic square footage was calculated at \$5.22/SF and the rest of the building was calculated at \$3.20/SF.
- Building Improvements and Equipment Replacement Fund is budgeted at approximately 2% of operating budget

- Pass Rates - Admission includes aquatics, fitness and gym

Center	Daily	Monthly	Annual	10 Punch
Adult	\$5	\$30	\$300	\$40
Senior	\$3	\$20	\$200	\$24
Family	N/A	\$50	\$500	N/A
Youth (<18)	\$2.50	\$15	\$150	\$20

- Rental Rates

	Hourly Rental Rates	Deposit
Multipurpose Room(s)	\$40/hr	\$50
Gymnasium	\$50/hr/court	\$100
Full facility after hours	\$750	\$900

- All program revenues are calculated at an average of 85% recovery of direct costs at 60% capacity of prime time programmable space. As this figure will fluctuate and impact the net cost recovery of the facility based on the percentage of programs that range from 33% to 100% cost recovery with an overall cost recovery goal of 85%-100%. Direct costs include the cost of instructors/leaders, supplies, materials, building rental, advertising and any other costs associated or attributed specifically with the program or service.
- Short-term Child Watch for pass holders and program participants is based on 28 hours per week at 125% of direct costs.
- Merchandise resale items revenue is calculated at 200% of direct costs.
- Birthday Parties are included in Multipurpose Room Individual Rentals.

STAFFING PROJECTIONS									\$615,551
Full Time Staff				<u>Number</u>	<u>Unit Cost</u>				\$300,300
	Recreation Center Manager	1	\$ 50,000		\$50,000				
	Assistant Recreation Center Manager	1	\$ 40,000		\$40,000				
	Office Assistant	1	\$ 25,000		\$25,000				
	Aquatic Supervisor	1	\$ 45,000		\$45,000				
	Custodian	2	\$ 25,000		\$50,000				
	Benefits Percentage included in wages	43%			\$ 90,300.00				
Part Time Staff				<u>Hours</u>	<u>Unit Cost</u>				\$315,251
	Front Desk (2 during peak hours)	7570	\$12		\$90,840				
	Custodian	2500	\$9		\$22,500				
	Facility Supervisors								
	Fitness	5282	\$10		\$52,820				
	Building Supervisors	1820	\$10		\$18,200				
	Security Guard	2250	\$10.50		\$23,625				
	Head Lifeguard	2072	\$8		\$16,576				
	Lifeguards	8288	\$7.50		\$62,160				
	After Hours	250	\$10		\$2,500				
	Benefits Percentage	9%			\$ 26,030				
OPERATING EXPENSES									
Contractual Services				<u>Multiplier</u>	<u>Unit Cost</u>				\$422,957
	Utilities (Square Footage Cost)	56,743	\$3.71		\$210,517				
	Instructors/Leaders/Officials/Etc.							\$201,840	
	Recreation and Aquatic Programs				\$ 180,000				
	Short-term Child Watch	1456	\$15		\$ 21,840				
	Telephone	8	\$200		\$1,600				
	Equipment Maintenance							\$6,000	
	Office Equipment							\$3,000	

OPERATING EXPENSES continued					
Commodities					
					\$132,400
Recreational Supplies				\$ 23,000	
Recreational Programs			\$ 20,000		
Short-term Child Watch			\$ 2,000		
Resale Merchandise			\$ 1,000		
Pool Chemicals				\$15,000	
Pool Supplies				\$5,000	
Pool Laboratory Supplies				\$800	
Vending Inventory				\$3,000	
First Aid Supplies				\$600	
Custodial Supplies				\$20,000	
Building Maintenance Supplies				\$15,000	
Marketing/Printing				\$12,000	
Office Supplies				\$8,000	
Education/Training				\$3,000	
Dues/Subscriptions				\$500	
Uniforms				\$2,500	
Building Improvements/Equipment Replacement Fund				\$24,000	
TOTAL EXPENSES					\$1,170,907

REVENUE					
Passes					\$433,000
<u>Annual Passes</u>		<u>Number</u>	<u>Price</u>		\$305,000
Adult	400	\$300	\$120,000		
Senior	100	\$200	\$20,000		
Family	300	\$500	\$150,000		
Youth	100	\$150	\$15,000		
<u>Monthly Fitness Passes (Average 4 months out of year)</u>		<u>Number</u>	<u>Price</u>		\$128,000
Adult	400	\$30	\$48,000		
Senior	100	\$20	\$8,000		
Family	300	\$50	\$60,000		
Youth	200	\$15	\$12,000		
Punch Passes					\$31,600
<u>10 Punch Passes</u>					
Adult	300	\$40	\$12,000		
Senior	150	\$24	\$3,600		
Youth	800	\$20	\$16,000		
Daily Admissions					\$42,400
<u>Fitness Daily Admission</u>		<u>Number</u>	<u>Price</u>		\$42,400
Adult	4000	\$5	\$20,000		
Senior	800	\$3	\$2,400		
Youth	8000	\$2.50	\$20,000		
Rentals					\$16,950
	<u>#/Year</u>	<u>Cost</u>	<u>Multiplier</u>		
Multipurpose Room (\$40/hr x 6 hrs/wk avg x 30 wks.)	30	\$40	6	\$7,200	
Gymnasium (\$50/hr x 10 hrs/wk avg x 15 wks.)	15	\$50	10	\$7,500	
Full Facility After Hours	3	\$750	1	\$2,250	
Recreation Programs					\$ 175,100
Recreational and Aquatic Programs				\$ 175,100	
Customer Services					\$39,300
	<u>Hours</u>	<u>Amount</u>	<u>Multiplier</u>		
Short-term Child Watch		\$23,840	125%	\$29,800	
Vending		\$1.25	6000	\$7,500	
Merchandise		\$1,000	200%	\$2,000	
TOTAL REVENUE					\$738,350
TOTAL NET					-\$432,557
COST RECOVERY					63%

CITY OF LAS CRUCES

RECREATION AND AQUATIC COMPLEX

FIVE YEAR PRO-FORMA

	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4</u>	<u>Year 5</u>
<u>EXPENSES</u>					
Staffing	\$ 615,551	\$ 634,018	\$ 653,038	\$ 672,629	\$ 692,808
Contractual Services	\$ 422,957	\$ 435,646	\$ 448,715	\$ 462,177	\$ 476,042
Commodities	\$ 132,400	\$ 136,372	\$ 140,463	\$ 144,677	\$ 149,017
TOTAL EXPENSES	\$ 1,170,908	\$ 1,206,035	\$ 1,242,216	\$ 1,279,483	\$ 1,317,867
<u>REVENUES</u>					
Passes	\$ 433,000	\$ 450,320	\$ 468,333	\$ 487,066	\$ 506,549
Punch Passes	\$ 31,600	\$ 32,864	\$ 34,179	\$ 35,546	\$ 36,968
Daily Admissions	\$ 42,400	\$ 43,672	\$ 45,419	\$ 47,236	\$ 49,125
Rentals	\$ 16,950	\$ 17,628	\$ 18,333	\$ 19,066	\$ 19,829
Recreation Programs	\$ 175,100	\$ 182,104	\$ 189,388	\$ 196,964	\$ 204,842
Customer Services	\$ 39,300	\$ 40,872	\$ 42,507	\$ 44,207	\$ 45,975
TOTAL REVENUE	\$ 738,350	\$ 767,460	\$ 798,158	\$ 830,085	\$ 863,288
NET	\$ (432,558)	\$ (438,575)	\$ (444,058)	\$ (449,398)	\$ (454,579)
COST RECOVERY	63%	64%	64%	65%	66%
Based on 2008 Figures					