

**STAFF REPORT: Recreation Department**



**REPORT TO:** Finance & Administration  
**DATE:** June 24, 2009  
**REPORT NO.:** DOR 09 031  
**SUBJECT:** Carryover of Funds for Multi Use Study  
**PREPARED BY:** Shawn Everitt, Director of Recreation

**A. Recommendations**

THAT Council receive Staff Report DOR.09.031, "Carryover of Funds for Multi Use Study" and approve the use of remaining funds for the completion of the Multi Use Facility Feasibility Study from 2008 in the 2009 Capital Budget.

**B. Background**

During the 2009 Budget Process staff failed to include the carrying over of funds to complete the Multi Use Facility Feasibility Study from 2008 to 2009.

The study was to be completed in 2008 however revisions of draft reports and gathering of information extended the studies timeframes. Staff also requested that updated demographic and population data from the proposed Grey County Official Plan be obtained and be compared to the Towns existing data which would ensure that the most appropriate information was used for the study.

Monteith Brown Planning Consultants have completed the Research, Consultation and Needs Assessment report in a draft form, with initial comments submitted by staff for consideration. A final report to Council is anticipated to take place in med September, 2009.

Staff is requesting that \$33,827.63 be carried over from the adopted 2008 budget as unspent funds that will be required to complete the project in 2009 as this project was anticipated to be completed in 2008 during the 2009 budget process. However the project is now expected to be completed in 2009.

**C. The Blue Mountains' Strategic Plan**

Addressing the Town's municipal infrastructure needs

Supporting the development of social and recreational programs to meet the broad range of needs in the community

#### **D. Budget Impact**

##### **2008 capital budget – 50,000.00 carry over from 2007**

\$45,000.00 from Development Charges

\$5,000.00 from taxation

##### **Amount paid to date for Monteith Brown Planning Consultant services**

2008 \$16,172.37

##### **Remaining outstanding for study completion**

2009 \$33,827.63

\$3,382.76 at 10% Taxation funds

\$30,444.87 at 90% Development Charge funding

#### **E. Environmental Impacts**

Determining the need and most appropriate facility types for enhancing the communities' physical, cultural and social activities

#### **F. Attached**

- 1) 2008 Capital Project Sheet
- 2) 2009 Capital Project Sheet

Respectfully submitted,

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Shawn Everitt, Director of Recreation

For more information, please contact:

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## PROPOSED CAPITAL PROJECT FORM

Department: Recreation

Proposal: Multi-Use Indoor Recreation Complex, Feasibility study

Year of Initiation: 2007

Year of Completion: 2012

Submission Date: October 23, 2007

Submitted by: Shawn Everitt; Director of Recreation

### A Description

To undertake and complete a Feasibility Study to determine the needs and provide recommendations for a Multi-Use Indoor Recreation Complex. To determine the size, location components, cost-effectiveness, and timing of a multi-use complex.

2010 engineering costs for facility

2012 possible construction of facility funds to be determined

### B Purpose

To ensure that future construction of any facility meets or addresses the future needs of the Municipality.

Reference Leisure Activities Plan (March 2006) Action Plan 7.9

### C Expected Staff Resources/Key Personnel

Director of Recreation – Project Manager

Consultant to be hired

### D Expected Capital Resource Requirements

YEAR	Studies	Land Acquisition	Engineering	Construction	Contingencies
2008	\$50,000				
2009					
2010			\$200,000		
2011					

2012

\$4,000,000

**E Estimated Project Costing Economic Driver**

2007 Saugeen Shores Pool Feasibility study costs

**F Expected Project Timeline**

- Phase 1 Mid January RFP developed
- Phase 2 Mid February RFP released
- Phase 3 End of March Consultant selected
- Phase 4 Mid April start process
- Phase 5 First of October draft report to Council
- Phase 6 Mid November final report to Council

**G Expected Operational Resource Requirements**

Staff time  
Hall Rentals for Public sessions

**H Proposed Source of Financing & Funding, (in conjunction with Treasury)**

YEAR	Grants, Donations, Developer Cont.	Taxation	User Fees	Municipal Act, 326/391	Capital Reserves (specify below)	Development Charges	Debt	Other (specify below)
2008								\$50,000
2009								
2010		200,000						
2011								
2012						4,000,000		

Notes to Table:

\$50,000 Carried over from 2007

**I Anticipated Cost Savings or Additional Revenues**

This project will give proper direction as to the required facilities that are needed in the Municipality. Additional Revenues will be forecasted as well as additional cost of operations

**J Location Map, as applicable**

Not applicable

**K Attachments, as applicable**

Respectfully submitted by,

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Department Head Signature

Approved for Submission to Council or Committee by,

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CAO or Director of Finance Signature

*Note: the needs of the community are to be verified through appropriate studies; proposals may be revised and substituted to meet the needs of the community, subject to appropriate approvals; some proposals will require feasibility studies, analyses, evaluation of alternatives, and justification reports prior to proceeding; proposals will require approval through the annual budget process*

L:\Budget\2008 Budget\Capital project form.doc  
September 1, 2007



2012				5,500,000				
2013							30,000	

**G Estimated Project Costing Economic Driver**

2008 Feasibility study costs

**H Expected Project Timeline**

**I Expected Operational Resource Requirements**

Director of Recreation Shawn Everitt  
Consultant

**J Proposed Source of Financing & Funding, (in conjunction with Treasury)**

YEAR	Grants, Donations, Developer Contributions	Taxation	User Fees	Municipal Act 326-391	Capital Reserves (Specify Below)	Development Charges	Debt	Other (Specify Below)
2009								
2010		50,000				450,000		
2011								
2012		125,000				4,950,000		
2013		125,000						

Notes to Table:

Taxation component in 2012 will be paid over 4 year period

**K Anticipated Cost Savings or Additional Revenues**

Additional rental revenue

**L Location Map, as applicable**

To be determined

**M Attachments, as applicable**

None at this time

Respectfully submitted by,

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Department Head Signature