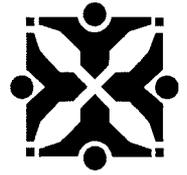


# City of Columbia

701 East Broadway, Columbia, Missouri 65201



**Agenda Item Number:** B 323-15

**Department Source:** Parks and Recreation

**To:** City Council

**From:** City Manager & Staff

**Council Meeting Date:** 11/2/2015

**Re:** Lake of the Woods Clubhouse Improvements

## Documents Included With This Agenda Item

Council memo, Resolution/Ordinance

**Supporting documentation includes:** Images

## Executive Summary

The Parks & Recreation Department is requesting Council approval to proceed with renovation improvements to the Lake of the Woods Clubhouse. As budgeted in the City's FY-2016 CIP, the department is recommending a complete remodel of the interior and exterior of the Lake of the Woods Clubhouse. The renovation project will allow park staff to make necessary ADA upgrades, energy-efficiency improvements, and improve the functionality of the 20-year old facility. The project budget is \$90,000 and will be funded by the Golf Course Improvement Fund (GCIF). Materials and contract services for the project will be bid through the City's Purchasing Department. The clubhouse improvements will be completed using a combination of contract and force account labor and is scheduled to begin this winter with an anticipated completion date of spring 2016.

## Discussion

Lake of the Woods Golf Course is located within the Lake of the Woods Recreation Area at 6700 St. Charles Road in northeast Columbia. The 142-acre recreation area includes an 18-hole golf course, public swimming facility, and fishing lake. Lake of the Woods Golf Course is open year-round for play by the citizens of Columbia and surrounding communities. The golf course averages approximately 28,000 rounds of golf each year. The current clubhouse was constructed by park staff in 1995 and has seen minimal renovations in the last 20 years.

Parks and Recreation staff (planners, construction and golf staff) had an initial on-site meeting at the golf course clubhouse to discuss the potential clubhouse operations, and the meeting resulted in a list of renovations and additions needed to update the existing features of the Lake of the Woods clubhouse. Information from this meeting was used to develop a proposed plan for interior and exterior renovations to the current clubhouse. On October 14, park staff held an interested parties meeting at the clubhouse to gain public input concerning the proposed changes to the L.A. Nickell Clubhouse. The IP Meeting and additional on-line survey allowed the public to provide their opinion of the renovations, which includes completely renovating both restrooms, removal of the skylight, updates to all flooring, replacing all lighting hardware, and constructing new cabinets and counters.

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After the completion of the interested parties meeting, park staff introduced the proposed improvements to the Parks & Recreation Commission at their October 15, 2015 meeting. After discussion of the project, the Commissioners voted to recommend the proposed improvements to the park. After considering all citizen comments and the P&R Commission recommendation, staff believes that proposed improvements to the Lake of the Woods Clubhouse represents a consensus of park users and staff.

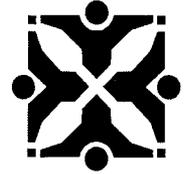
The clubhouse was constructed in 1995 by P&R staff, and the current proposed renovations will improve the functionality, aesthetic appearance, and bring the clubhouse into compliance with current ADA regulations. Renovations to the clubhouse will be completed during the winter months to reduce the overall impact to the operations of the golf course.

Improvements to the interior of the clubhouse will include the following improvements:

1. Park staff will complete renovations to the men's and women's restrooms at the facility to meet ADA compliance and replace aging plumbing and fixtures. The new restroom fixtures will be more energy/water-efficient fixtures to assist with reducing the utility costs in the building. Staff will also expand the current maintenance closet and add new partitions in each restroom.
2. The entire building will be rewired with new electrical service and all lights will be converted to LED lighting fixtures to reduce the overall utility expense at the facility. Staff will also add new wiring for improved security cameras within the clubhouse at this time. Exterior soffit lighting will be added to improve night-time visibility and add additional security lighting on the exterior of the clubhouse.
3. Park staff will install new energy-efficient windows and doors throughout the clubhouse, along with new drywall, trim, and floor coverings. Replacing the 20-year old windows will assist with the reduction of utility expenses. The replacement of the floor coverings, existing wall coverings and trim is needed due to the age of the building and wear and tear by the public.
4. Staff will expand the existing storage areas by moving one of the existing entry doors so that staff has additional space for rental clubs, concession supplies and tournament items.
5. Park staff will renovate the existing areas for staff operations, including new cabinets, counters and storage. The renovation of these areas will allow for an expanded retail area to properly display merchandise. The renovations to these areas will improve customer flow through the clubhouse and allow for potential increases in clothing and equipment sales in the clubhouse.
6. The concession area will see multiple improvements, including new sinks, cabinets and display areas to customer access to concession items and staff's ability to assist customers.
7. Exterior renovations to the building will include the replacement of the current siding on the clubhouse, as well as improvements to the cart parking areas in front of the building. Staff will replace the existing siding with a concrete board siding, as these materials do not need to be

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painted and have a 25+ year life span. Cart parking in front of the building needs to be renovated to meet ADA access and repair broken areas of concrete.

The clubhouse improvements at Lake of the Woods Golf Course will cost \$90,000 and are funded by the Golf Course Improvement Fund (GCIF). Materials and contract services for the project will be bid through the City's Purchasing Department. The project will be completed using a combination of contract and force account labor. Force account labor will be used for all renovations except for the replacement of the existing wall coverings. Contract labor will be used for the installation of all drywall in the clubhouse. The project is anticipated to start in November 2015 and be completed by late spring 2016.

## Fiscal Impact

**Short-Term Impact:** The total project budget is \$90,000 and is funded by the Golf Course Improvement Fund (GCIF). The GCIF is a dedicated user fee comprised of a portion of golf course revenue from each paid round of golf or golf pass.

**Long-Term Impact:** Once the renovations are completed, staff anticipates lower utility bills due to the installation and utilization of energy/water-efficient toilet fixtures and energy-efficient lighting. The window upgrades will also reduce energy expenses related to heating and cooling of the facility. It is anticipated that a limited amount of additional revenue will be generated from the new retail space located within the clubhouse through apparel and equipment sales.

## Vision, Strategic & Comprehensive Plan Impact

Vision Impact: Parks, Recreation and Greenways

Strategic Plan Impact: Operational Excellence...High-Level Service from Engaged Employees

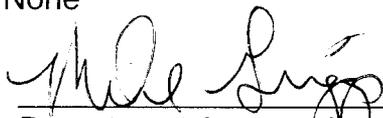
Comprehensive Plan Impact: Livable & Sustainable Communities

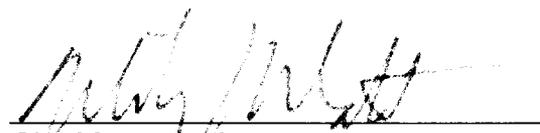
## Suggested Council Action

Approve the ordinance authorizing the project to proceed.

## Legislative History

None

  
\_\_\_\_\_  
Department Approved

  
\_\_\_\_\_  
City Manager Approved

Introduced by \_\_\_\_\_

First Reading \_\_\_\_\_

Second Reading \_\_\_\_\_

Ordinance No. \_\_\_\_\_

Council Bill No. B 323-15

**AN ORDINANCE**

determining it is in the public interest to renovate the Lake of the Woods Clubhouse to include ADA upgrades and energy-efficient improvements; approving and adopting plans and specifications; determining that a portion of the work shall be done by contract; calling for bids through the Purchasing Division; determining that a portion of the project shall be done by city employees; providing for payment for the improvement; authorizing the City Manager to obtain, execute and record all documents necessary for the improvement; providing for compliance with the prevailing wage law and state-mandated construction safety training; and fixing the time when this ordinance shall become effective.

WHEREAS, the City Council adopted a resolution declaring the necessity of renovating the Lake of the Woods Clubhouse to include ADA upgrades and energy-efficient improvements; and

WHEREAS, the notice of a public hearing on this project was published in a daily newspaper of general circulation in the city; and

WHEREAS, the City Council has held a public hearing on construction of the improvements.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF COLUMBIA, MISSOURI, AS FOLLOWS:

SECTION 1. The City Council deems the renovation of the Lake of the Woods Clubhouse to include ADA upgrades and energy-efficient improvements, in the City of Columbia, Missouri, is necessary for the welfare and improvement of the city and that it is in the public interest that such improvements be made. Specific improvements are described as follows:

1. Renovation of the restrooms in the clubhouse to meet ADA compliance and replacement of aging plumbing and fixtures. The existing maintenance closet will be expanded and new partitions will be added in each restroom.

2. Renovation of the electrical service within the clubhouse building, replacement of existing light fixtures with LED lighting, and installation of new wiring for interior security cameras and exterior soffit lighting.
3. Installation of new energy-efficient windows and doors throughout the clubhouse, along with new drywall, trim and floor coverings.
4. Expansion of existing storage areas to allow for additional space for rental clubs, concession supplies and tournament items.
5. Renovation of existing areas for staff operations to include new cabinets, counters and storage.
6. Installation of new sinks, cabinets and display areas in the concession area within the clubhouse.
7. Exterior renovations include the replacement of the existing siding on the clubhouse with concrete board siding, as well as improvements to the cart parking areas in front of the building to meet ADA access requirements and to repair broken areas of concrete.

SECTION 2. The plans and specifications for this improvement, as prepared by the Director of Parks and Recreation, are hereby approved.

SECTION 3. A portion of the construction of the improvements shall be done by contract in accordance with the plans and specifications, the laws of the State of Missouri, and the Charter and Ordinances of the City of Columbia, Missouri.

SECTION 4. The Purchasing Agent is hereby authorized to call for bids and execute a contract for the drywall replacement. As deemed advisable by the City Manager, City employees shall be used for all other improvements.

SECTION 5. Payment for this improvement shall be made from the Golf Course Improvement Fund (GCIF) and such other funds as may be lawfully appropriated.

SECTION 6. The City Manager is authorized to obtain, execute and have recorded all licenses, easements, deeds and any other conveyances or instruments necessary for the City to complete this improvement.

SECTION 7. The contract for the improvement shall provide that not less than the prevailing hourly rate of wages, as found by the Department of Labor and Industrial Relations of Missouri, shall be paid to all workers performing work under the contract. The contractor's bond shall guarantee the faithful performance of the prevailing hourly wage clause in the contract.

SECTION 8. The bid specifications and contract for the improvement shall provide that the contractor and any subcontractor shall provide a ten-hour Occupational Safety and Health Administration construction safety program (or a similar program approved by the Missouri Department of Labor and Industrial Relations) for all employees working on-site. All employees working on the site of the improvement are required to complete the safety program within 60 days of beginning work on the improvement project.

SECTION 9. This ordinance shall be in full force and effect from and after its passage.

PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

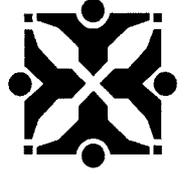
ATTEST:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor and Presiding Officer

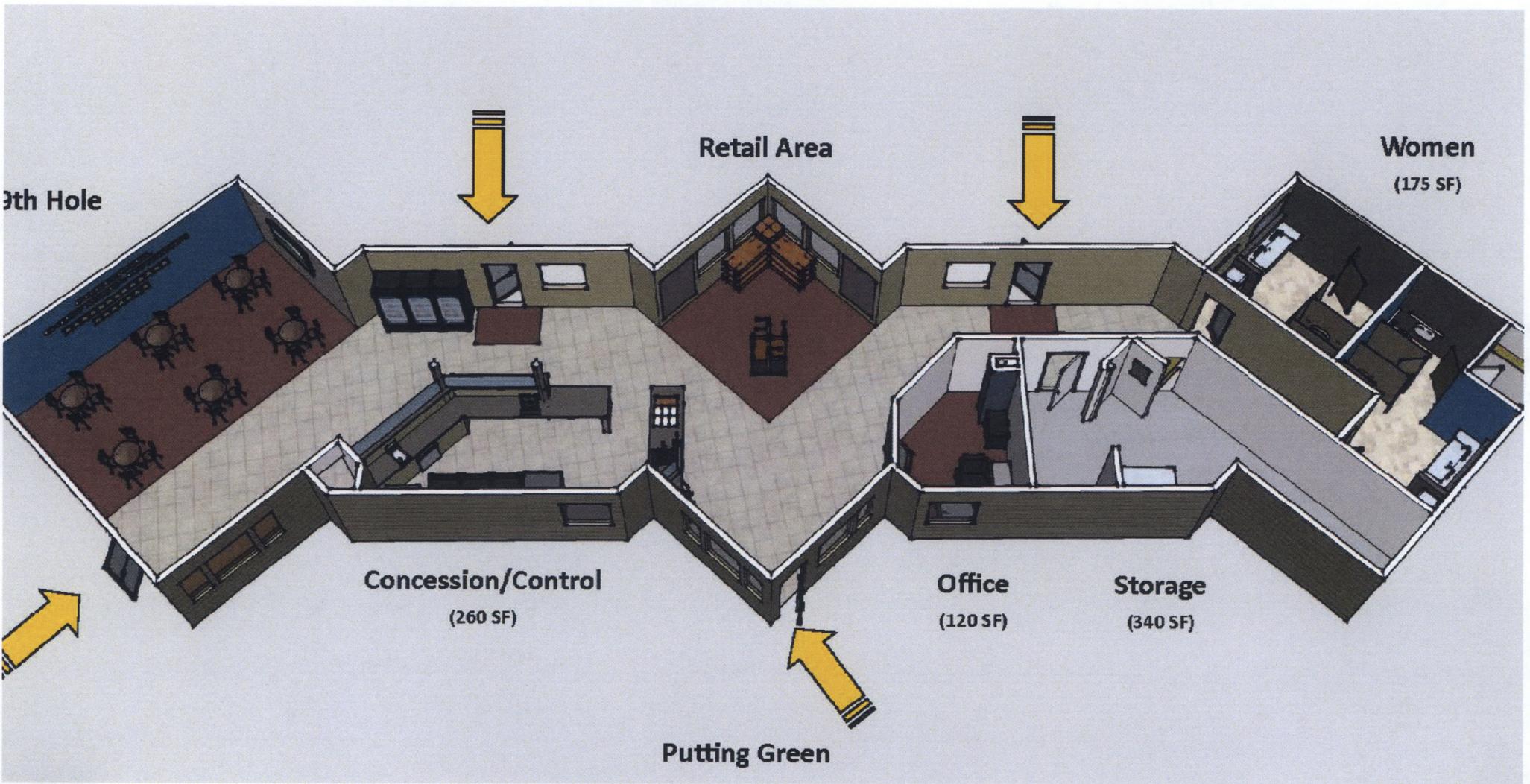
APPROVED AS TO FORM:

\_\_\_\_\_  
City Counselor



## SUPPORTING DOCUMENTS INCLUDED WITH THIS AGENDA ITEM ARE AS FOLLOWS:

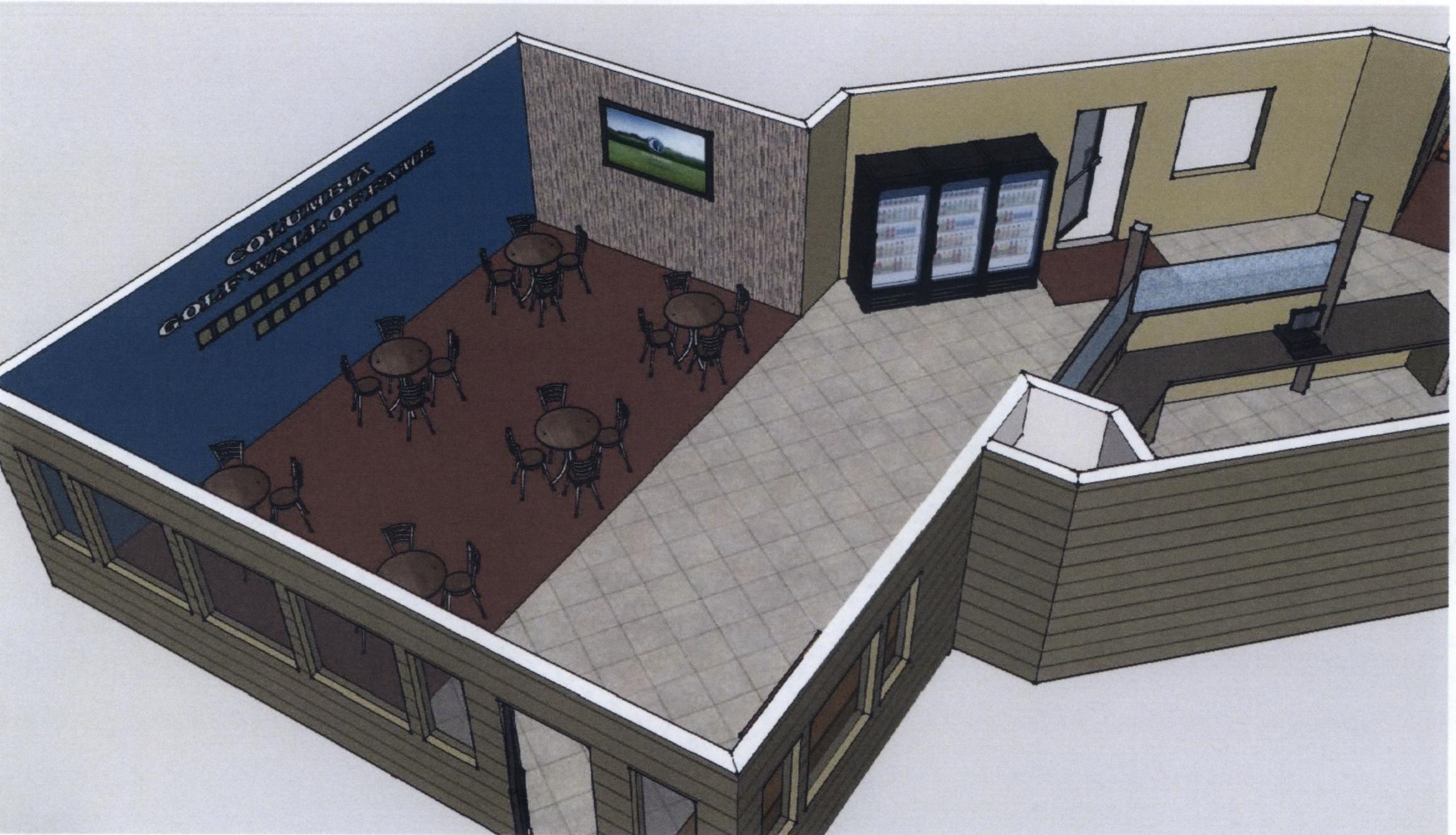
Images



## LAKE OF THE WOODS

# GOLF COURSE CLUBHOUSE - PROPOSED RENOVATIONS

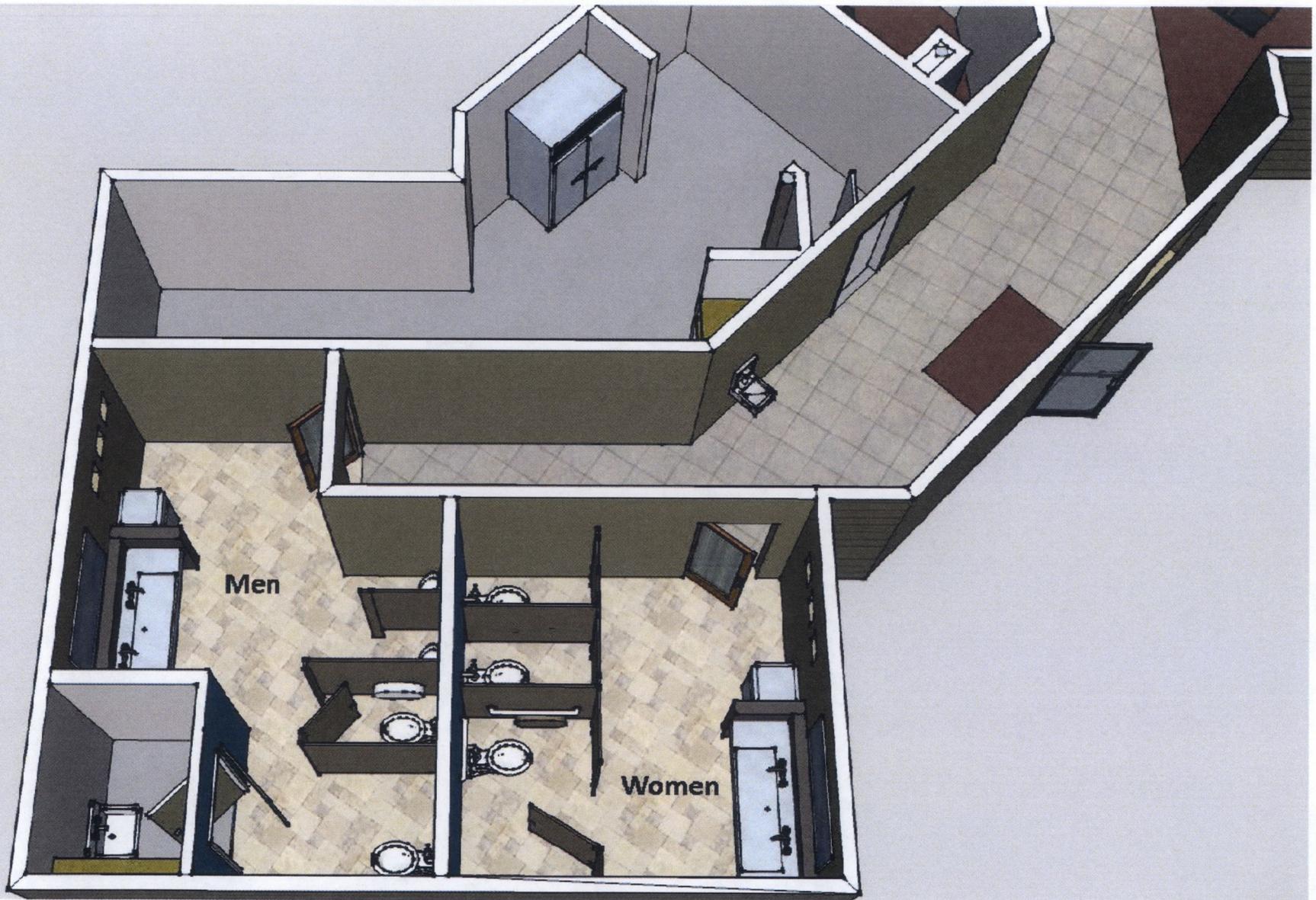




## LAKE OF THE WOODS

# GOLF COURSE CLUBHOUSE - PROPOSED RENOVATIONS





## LAKE OF THE WOODS

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