

**RECREATION CENTER OF SUN CITY, INC.**  
**Long Range Planning Committee**  
**November 5, 2024**

Chair Preston Kise called the meeting to order at 8:30am in the Lakeview Center Board Room.

**Present:** Chair Preston Kise, Co-Chair Tom Foster and Committee Members Candy Ruggiero, Dennis Stokely, Cheri Marchio, Russ Toman, Steve Oaks, Susan Bjork, Linda Evenson, Bill Loslo, Norm Dickson

**RCSC Staff:** Golf Sr. Leader Brian Duthu, Facilities Sr. Leader Mike Wiprud, Area Golf Superintendent Chuck Hyppa

**Guests:** Cardholder Patricia Cramer

**Review/Amend Prior Meeting Summary:** The Meeting Summary of October 15, 2024 was amended to reflect the following:

Under Old Business: Business Case Form Section: Add the following statement:

While the form may change over time, it is the current form that is required for any PIF project to be submitted to LRP for review and recommendation according to Board Policy (BP)16. Potential changes to the form do not prevent its use or the purpose of the BP16 LRP review.

Also amend statement on page 2: Goal #2 currently reads:

The Sub Committee will remain as is. Ongoing items i.e., walking paths and fitness equipment (Cycles) are examples of ongoing discussion to carry forward to 2025.

Change to read:

The Sub Committee will remain as is. Ongoing items i.e., walking paths, fitness coordinator hire, improved social areas and upscale dining restaurant are examples of ongoing discussions to carry forward to 2025.”

The Meeting Summary from October 15, 2024 was accepted as amended.

**Chair Discussion:**

**Role of Committee Chair and Co-Chair Voting status** – There was lengthy discussion regarding the ability of the Committee Chair and Co-Chair to vote on Committee issues. Robert’s Rules was referenced with no clear rule referenced.

The Committee members had no majority opinion with motions presented.

Discussions included uniformity across all the Standing Committees, possible changes to the Bylaws or a Board Policy (BP), the Chair and/or Co-Chair breaking a tie vote of the committee members (it was generally agreed that a tie vote was a “no” vote). It was also noted that if the Chair/Co-Chair did not have a vote on the committee level, they did have the right to vote on the Board level.

Although there was a general consensus that the Committee Chair or Co-Chair would present motions to the Board fairly and accurately to represent the position of the LRP Committee, no definitive decision was reached and the discussion tabled for future consideration.

**Add more members to the LRP Committee** – Chair Kise announced that there were a couple of people interested in joining the committee. Question was raised as to the optimum size of the committee membership and still maintain functionality. It was generally agreed that all “volunteers” should be considered, a formal resume was not needed. However, it would be helpful to the committee members if a statement could be sent to the committee as to why the individual wanted to join.

#### **Action Items:**

- Date and time to be agreed on for a “field trip” to the two Golf Maintenance Buildings at Lakes East/West and the Riverview Golf facility to be upgraded.
- Voting by the Chair and Co-Chair on Committee motions – tabled for further discussion and decision.
- Secretary, Candy Ruggiero will draft a letter for committee review and comment outlining 2024 accomplishments of the LRP Committee.

#### **Old Business:**

**Trend Analysis (Goal #3) update:** Dennis Stokely presented an update of data he has been gathering including discussion on availability and validity of facility usage. He noted that 90% of the usage was in four of the Centers.

Dennis noted that he would like to see a cost-per-member breakdown per various activities such as Lawn Bowling, Pickle Ball, fitness centers, etc.

In the past, management provided a utilization report annually to the LRP Committee. Chair Kise noted the Board is being updated monthly and will suggest that this be shared with the committee on a monthly basis.

There was a committee discussion on how to adjust the data based on the fact that we are basically a part-time community with about half of our residents leaving during the summer months.

Also noted was the fact that we have “neighborhood centers”. Not so much in size or utilization; but, that residents tend to navigate to their neighborhood Recreation Center and not apt to travel to other facilities.

**Business Case Form:** General Manager (GM) D’Luzansky presented a Business Case for a new Riverview Golf Maintenance Facility. Although no decision/recommendation on the project was needed at this meeting, it was a good example of how these projects would be presented to the LRP Committee. The Committee suggested a safety statement be added to the proposal and caution considered with allocating space for non-golf usage (consider deed restrictions). The suggestion of additional stakeholders to be considered including the Golf Advisory Committee and the Properties Committee was suggested. A lifespan statement could also justify costs.

GM D'Luzansky spoke about using a Risk Register (a model used in his past experience) to track potential risk and contingencies. This has not been used in any RCSC projects to date; but may be good to use as a test with this project.

An invitation was extended to the Committee members to visit both the Lakes East/West Maintenance Building (being used as a model for the Riverview project) and compare it to the facility at Riverview. A date will be determined for the field trip.

GM D'Luzansky suggested that the format of the Business Case Form management used could be considered as an alternative to the more complicated Business Case Form the LRP Sub Committee developed. It was agreed that the sub committee would meet with management to come to an acceptable compromise on the form to be used.

### **Update on action Items from the last meeting:**

#### **Review of 2024 Goals and Accomplishments:**

Secretary, Candy Ruggiero will draft a letter to the Board presenting the accomplishments of the LRP Committee. The draft will be emailed to the committee members for review and comments. Those comments will be incorporated into the draft and presented to the committee during the November 19<sup>th</sup> meeting for approval. It is suggested that the letter be presented to the Board by Chair Kise during the next Board meeting and be given to management to be included in the Annual Sun City Update that will be published in January 2025.

#### **Goal #1 – PIF and Business Case Form development – process and review.**

Sub Committee members will meet with GM D'Luzansky to incorporate the Business Case Form with the form presented by management using the Riverview Golf Maintenance Building project as an example.

The sub committee will also start working on an outline of the process and tracking of the Business Case Forms by the LRP Committee. GM D'Luzansky announced that a part time person was hired and started this week as a "process developer".

#### **Goal #2 –Analysis and Recommendations from survey data gathered from multiple sources of member input**

Ongoing items i.e., walking paths, improved social areas, upscale fine dining and fitness equipment are examples of ongoing discussion to carry forward to 2025.

#### **Goal #3 – Create Process and Reporting for Trend Analysis**

As reported above.

#### **Goal #4 – Create Implementation Plan for Communication with Management and Board – Sub Committee members to be determined.**

2025 goal will be to improve communication and data received into the LRP Committee.

#### **Goal #5 – 10-20 Year PIF and CIF Forecast – Annual review by the LRP Committee with appropriate recommendations to the RCSC Board. Review of CIF items that have a large projected expenditure.**

## **New Business:**

**Town Hall Learning Points:** Candy Ruggiero shared thoughts on the takeaway from the recent Town Halls. Some thoughts comparing these Town Halls with the ones held about a year ago:

- Having one topic presented controlled the amount of discussion.
- Giving handouts to the audience was advisable.
- Having member presenter's vs Board presenters set a positive tone.
- Material was presented in a very positive and easy to understand manner which the audience seemed to appreciate.
- One disappointment was the relatively small turnout of members.

**Business Case Form Process:** As discussed above on how to handle, track and follow up on the Business Case Forms, the sub committee will work with management on developing a process and update the committee as this evolves.

**December LRP Committee Meetings:** It was agreed to meet on December 3<sup>rd</sup> as scheduled and then decide whether or not to meet on December 10<sup>th</sup>. It will also be discussed if the two meetings a month schedule will continue in 2025.

**Adjournment:** The meeting adjourned at 10:50am.

**Next Meeting:** November 19, 2024 at 8:30am - Lakeview Board Room

Respectively Submitted,

Candy Ruggiero, Secretary