

**RECREATION CENTER OF SUN CITY, INC.**  
**Long Range Planning Committee (LRP)**  
**January 21, 2025**

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

**Present:** Chair Jim Rough, Co-Chair Connie Richtmyre and Committee Members Candy Ruggiero, Russ Toman, Susan Bjork, Linda Evenson, Norm Dickson, Dennis Stokely, Steve Oaks

**RCSC Staff:** Support/Finance Sr. Leader Kevin McCurdy

**Guests:** RCSC Board Director President Tom Foster, Vice President Chris Nettesheim, Directors Rick Gray, John Bressett and Cardholder Tom Marone

**Review/Amend Prior Meeting Summary:** The Meeting Summary of January 7, 2025 was accepted presented.

**Action Items:**

- Susan Bjork will work on a draft of high level “scope of work” to be used when interviewing prospective vendors for the Master Plan project to be presented at the next Long Range Planning Committee (LRP) meeting on February 04, 2025. This will not only help the vendors when submitting quotes; but also provide consistency of cost estimates across all vendor candidates as to what RCSC would be looking for in the Master Plan.
- RCSC Board President Tom Foster will contact Support/Finance Sr. Leader, Kevin McCurdy to determine where funding for the Master Plan might be allocated from. See the notes below.
- Get from TriArc, the consultant for the Mountain View remodeling project, feedback from the January 27, 2025 member meeting they are hosting as well as results from the online survey they posted in the January 2025 Sun City Update.
- Dennis Stokely and Steve Oakes will draft an Executive Summary of the points in the Trend Analysis of Center usage chart that Dennis presented. The Summary will outline the criteria used to come up with the data.
- Chair Rough will contact Gary Osier to welcome him on to the LRP Committee as a new member.
- Chair Rough will email a draft of an announcement to be released that the LRP Committee is looking for RCSC Members who have an interest in joining the committee.
- Agenda Item for February 04, 2025 LRP Committee Meeting: Review 2025 Goal #1 and Goal #5.

**Old Business:**

Chair Rough gave an update on some of the open action/recommendation items carried forward from 2024:

- **Fitness Coordinator:** Discussion regarding updating / remodeling some of the fitness centers was discussed. Ideas varied from making all our fitness centers “state of the art” to comments on keeping in mind the physical limitations of the over 70 population to the culture of the community for “neighborhood” centers. Another idea was presented regarding the plans for the Mountainview Center to eliminate the fitness center at that location and use the allocated funds for another use.

Newly hired Centers Leader, Sam Oatman received the draft job description Steve Oakes and Russ Toman previous drafted. He was receptive to the idea and notified the committee that a “Wellness Coordinator” position has been proposed for the future.

It is still undetermined what the new scope of responsibilities for trainers Dick and Jane will be.

- **Survey Results Status:** No updates to report.
- **PAC (Performance Arts Center):** Remains unresolved.
- **ADWR Water Restriction Mandate:** RCSC Legal Council is still reviewing the letter from ADWR with their mandates and consequences for non-compliance. It has not been decided if RCSC will sign the document.
- **RCSC Website Update:** Work continues on the website update with a target rollout scheduled for mid-March 2025.

### **Sub Committee Reports:**

**Survey Sub Committee:** The recent survey done by consultant TriArc was discussed. Although that current survey could not be modified, it was agreed there should be a way to ensure that only RCSC Members are taking the survey yet retain the anonymity of the submissions. The committee is interested in how TriArc analyzed the data received since it was “verbiage” style responses. What key words were identified?

**Trend Analysis:** Sub Committee member Dennis Stokely reported on data gathered on RCSC Center usage and the criteria used for the comparison. Dennis and Steve Oakes will draft an Executive Summary highlighting how the usage data was gathered and criteria for analysis. Dennis commented that he was waiting for the year end 2024 data on club usage to do analysis on that data.

**Business Case Form (BCF) Sub Committee:** A meeting with RCSC Management is scheduled for later this afternoon to discuss a compromise with making adjustments to the current BCF. Although many hours have been invested by members of the LRP Committee on this project, it was requested by the Chair and Co-Chair to go into this meeting open to suggestions from both sides as well as defining the responsibilities of both the requestors and the LRP Committee.

Discussion was held that projects planned from CIF funds should also fall under the process of the PIF fund reporting on the BCF. CIF projects, although somewhat smaller than the PIF fund allocations, should also be reviewed by the LRP Committee.

Chair Rough emphasized the importance of coming to a consensus. It would be critical for the BP-16 process to work. Chair Rough stated the board is committed to this process and wants it to work. They agree the LRP Committee is the gateway to dollars being spent from member assessments.

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

#### **2025 LRP Committee Goals:**

- **Goal #1 – Master Plan** – Will be put on the Agenda for review at the next committee meeting, February 04, 2025. Funding for the project is yet to be determined. The RCSC board will need an estimate of cost and where the allocation of funds will come from. External auditors determined this is not a capitalized item. Therefore, funds cannot be allocated from PIF or CIF accounts. It was agreed to use a middle AI cost range for spending limit for the board to approve and move forward with vendor quotes.

High level next steps:

- Approval of limit of funds to spend.
  - Scope of Work identified.
  - Vetting of vendors.
- **Goal #2 –Gather and Analyze Data** - Dennis Stokely reported as above.
  - **Goal #3 – Process and Report Data Trends** - Goal #2 is where the data is gathered from. Reported by Dennis Stokely as above.
  - **Goal #4 – Create Implementation Plan for Communication with Management and Board** – Steve Oakes is a Docent member of the Sun City Museum. He will coordinate with them ideas of how to communicate and educate our Sun City residents with the unique history of Sun City. It will be at the discretion of the Museum of how and what that tool will be.
  - **Goal #5 – 10-20 Year PIF / CIF Forecast and Business Case Form (BCF) Process and Review**– is an ongoing goal with several sub committees being formed. The 5 Year Plan Team, created in 2024 with members consisting of representatives of LRP and Budget & Finance Audit Committee will continue as an ongoing team. The Clubs Organization Committee (COC) has been added to that team.

Members on the 2025 5-Year Plan Team representing the LRP Committee were named: Linda Everson and Norm Dickson will continue on, and Russ Toman volunteered to be added. It was noted that LRP Committee member Dennis Stokely will represent the COC.

### **New Business:**

**Addition of New Committee Members:** Chair Rough read the RCSC Bylaw regarding the process of adding a new member to committees. The Bylaw was interpreted that the committee would vote on approval of a new member and the Committee Chair would appoint that person as a representative of the board.

It was agreed there not necessarily be a limit on the number of committee members as it would spread the workload to having 3-5 members on the various Sub Committees.

Based on that Norm Dickson made a motion, seconded by Steve Oakes and unanimously voted on by the Committee as follows:

- “The LRP Committee will vote to accept or reject any RCSC Member’s request to join the LRP Committee.”

Discussion followed that in the event the LRP Committee Chair declined to appoint that new member, an explanation will be given to the committee as to why that person was rejected.

Chair Rough will draft an announcement that the LRP is looking for volunteers who have an interest in joining the committee. Chair Rough will send the draft via email for member comments,

**Rotation of Committee Chairs and Co-Chairs:** Further discussion was held on the RCSC Boards rotation of Committee Chairs and Co-Chairs each year. It was determined that because of the potential mid-year change in the Board Directors as was seen last year, the rotation for consistency might be difficult to accomplish.

**Adjournment:** The meeting adjourned at 11:30am.

**Next Meeting:** February 04, 2025 at 8:30am - Lakeview Board Room

Respectively Submitted,

Candy Ruggiero, Secretary