

DATE: February 1, 2018

FILE: 7710.01

TO: Chair and Members
Committee of the Whole

FROM: Russell Dyson
Chief Administrative Officer

Supported by Russell Dyson
Chief Administrative Officer

R. Dyson

RE: Pickleball Financial Request

Purpose

Provide a recommendation to support a financial contribution towards an outdoor pickleball facility to be located at Highland Secondary School in the Town of Comox.

Recommendations from the Chief Administrative Officer:

1. THAT the 2018 – 2022 proposed financial plan for the Recreation Grant Service function 600, be amended to include a transfer to other functions expenditure in the amount of \$10,000 to be funded by the 2017 surplus carry forward.
2. THAT the 2018 – 2022 proposed financial plan for the Comox Valley Recreation Complex Service function 645 be amended by increasing professional fees by \$20,000 to include a \$20,000 contribution to the Rotary Club of Courtenay towards the capital costs of an outdoor pickleball facility at Highland Secondary School in the Town of Comox, to be funded by a \$10,000 surplus carry forward from 2017 and a \$10,000 transfer from other function being the Recreation Grant service, function 600.

AND FURTHER THAT the Comox Valley Regional District funds be released once all final approvals, total project finances and third party commitments are secured by the Rotary Club of Courtenay for the pickleball project to proceed,

AND FINALLY THAT the Rotary Club of Courtenay present to the Comox Valley Sports Centre Commission and Committee of the Whole a report of the pickleball project prior to commencement.

Executive Summary

- The Comox Valley Regional District (CVRD) has received a \$20,000 capital funding request from the Rotary Club of Courtenay to build six pickleball courts at Highland Secondary School. (Appendix A)
- Total project costs are estimated to be \$170,000.
- Proposed project is in partnership with a number of agencies, the Rotary Club of Courtenay and the Comox Valley Pickleball Association (CVPA).
- Town of Comox has set up a project account to receive financial contributions and issue tax receipts.
- The sport of pickleball is one of the fastest growing in Canada.
- Pickleball players have been seeking dedicated facilities in the Comox Valley for a number of years.

- Proposed project should relieve some of the pickleball pressure through a dedicated facility.
- The 2017 financial plan for the Comox Valley Recreation Complexes, function 645, included a \$10,000 allowance for a pickle ball study that could be directed towards this request.
- The 2017 financial plan for the Recreation Complexes function 600 included an unallocated grant of \$10,000 that could be directed towards this request.

Prepared by:

J. Zbinden

Jennifer Zbinden
Senior Manager of Recreation Facilities

Stakeholder Distribution (Upon Agenda Publication)

Town of Comox, City of Courtenay, Village of Cumberland	✓
Rotary Club of Courtenay	✓
Comox Valley Pickleball Association	✓

Background/Current Situation

The CVPA has made presentations to the City of Courtenay, Town of Comox, Village of Cumberland and the CVRD (May 17, 2016) to promote their sport and advocate for facilities to meet their growing needs. In addition the CVPA has met with all the Comox Valley recreation departments to outline their desire to have indoor/outdoor facilities available to address their current and future needs. The CVRD’s Indoor Recreation Facilities Master Plan states, “Pickleball is considered to be the fastest growing sport in North America” (pg.15). Also the survey that was conducted as part of the master plan process for community engagement and consultation identified as a common theme relating to additional and improved facilities, that more pickleball facilities were required in the Comox Valley (pg.22). The master plan is located at <http://www.comoxvalleyrd.ca/EN/main/initiatives/current-initiatives/recreation-master-plan.html>.

It was recognized that further information was required from the CVPA and the Comox Valley municipalities regarding pickleball facilities. In order to move this initiative further along as a regional recreation partnership, a \$10,000 study allowance was budgeted in the Comox Valley Recreation Complexes service, function 645, in 2017. This study would help determine answers such as needs, appropriate location, number of courts, cost analysis/projection and conceptual court configuration plans.

Prior to commencement of the feasibility study, CVRD recreation staff were contacted by the CVPA and Rotary Club of Courtenay about a possible partnership to build outdoor pickleball courts on land owned by School District 71 at Highland Secondary School. Based on this partnership and possible outcomes of this initiative, the feasibility study was not initiated until the outcomes for this possible project had been determined. It now appears this project is ready to move forward on the chosen site with planned construction of six courts to commence in the spring of 2018. The Rotary Club of Courtenay is seeking \$20,000 from the CVRD to assist with a regional outdoor pickleball facility to be located at Highland Secondary School.

Policy Analysis

A motion was carried that the information presented by Steve Chambers, Comox Pickleball Association (CVPA), on May 17, 2016, be referred to staff for a report to be presented at the next Comox Valley Sports Centre Commission meeting on June 14, 2016.

At the June 14, 2016 the Comox Valley Sports Centre Commission meeting staff brought forward a summary report which also advised of a further report for consideration in November 2016.

At the November 29, 2016 meeting of the Board the following motion was passed:

“THAT \$10,000, be included in the 2017-2021 financial plan, for the Comox Valley recreation complexes service function 645 for a regional pickleball facilities feasibility study.”

The Strategic Plan goal established by the CVRD board is “To promote and develop a healthy community within the Comox Valley by developing a framework to deliver recreation and cultural services that are cost effective and equitable for all residents”.

Financial Factors

The Rotary Club of Courtenay is seeking \$20,000 in capital funding from the CVRD to help support construction costs of six pickleball courts to be located at Highland Secondary School. Total project costs are estimated to be \$170,000.

The Comox Valley Recreation Complexes Service, function 645, has a \$10,000 unspent allowance from 2017 for a pickleball study that could be directed to this project. The Recreation Grant Service, function 600, has an unallocated grant balance of \$10,000 carried forward from 2017 that could also be allocated toward this project.

The 2018-2022 proposed financial plans for the Comox Valley Recreation Complexes service and the Recreation Grant service would need to be amended to include this contribution.

The financial risks to the CVRD should be minimized with the stipulation that no CVRD funds will be released until all project approvals, commitments, and capital project funding is secured prior to commencement of the project.

Options

- 1) Support the \$20,000 capital funding request from Rotary Club of Courtenay and CVPA to construct six pickleball courts at Highland Secondary School to be funded by \$10,000 from the Comox Valley Recreation Complexes services, function 645, and \$10,000 from the Recreation Grant service, function 600, funds that were unspent in 2017. The funds will be released to the Town of Comox once all project approvals, commitments and finances have been secured prior to the commencement of the project.
- 2) The Commission request additional information be provided at a future meeting and defer a decision on the funding request.
- 3) Not support the full \$20,000 funding request for the pickleball project.
- 4) Not support any funding to towards the pickleball project.

As the required funds are unspent in the 2017 financial plan and will be carried forward into 2018 as surplus, staff are recommending option 1, to support the \$20,000 funding request.

Legal Factors

The legal risks to the CVRD should be minimized with the stipulations that would be put in place for the release of the \$20,000 funding request by Rotary Club of Courtenay:

- 1) All approvals are in place prior to project commencement.
- 2) All funding is secured prior to project commencement.
- 3) Rotary Club of Courtenay providing a status update to the CVRD board and Sports Commission prior to project commencement.

Intergovernmental Factors

The recreation departments of Courtenay, Comox, Cumberland and the CVRD have worked with CVPA to try and accommodate their needs through programing, facilities and advice. To date having a dedicated space and proper facility to host pickleball has been a challenge for all the Comox Valley recreation departments. This proposed project by having six dedicated pickleball courts should address some of the challenges faced by the sport of pickleball in the Comox Valley. If this initiative is used as a pilot project it could be used to determine future needs to support this recreational activity.

The Town of Comox has agreed to establish a project account fund to receive funding from contributors and issue tax receipts.

Interdepartmental Involvement

The Community Services Branch has been the lead on this initiative meeting with representatives of CVPA and Rotary Club of Courtenay on numerous occasions to discuss the proposed pickleball project. Financial Services has provided advice on the \$20,000 funding request to support this project.

Citizen/Public Relations

The CVPA is a group of passionate and dedicated pickleball players who came together to explore how they can improve playing options and advance the sport that they love in the Comox Valley. As a step towards developing the sport, the non-profit CVPA was formed. Pickleball has been identified as one of the fastest growing sports in Canada. CVPA and the Rotary Club of Courtenay want to “catch the wave” and be prepared to serve the communities of Comox, Courtenay, Cumberland and the surrounding regional district, “to improve outdoor facilities with a dream of having dedicated PB courts.”

Attachments: Appendix A – Funding request from the Rotary Club of Courtenay

Rotary
Club of Courtenay

P.O. Box 20003
Courtenay, BC
V9N 0A7

November 5, 2017

General Manager of Community Services
Comox Valley Regional District

Re: Pickleball Funding request from Comox Valley Regional District

My name is Art Meyers and I am the Chair of the Rotary Club of Courtenay's Pickleball Court Project. I have provided an executive summary of our Club's intention to build 6 Pickleball Courts in Comox in the first half of 2018. The attached budget, geotechnical assessment done by Emerald Sea Engineering and a letter to the Pickleball Association are being forwarded to you for information purposes only.

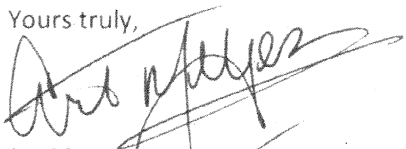
Our Club selected this project based on a well publicized need for a facility specifically designated for the game of Pickleball. There has been much read and said about the tennis players being upset with Pickleball players using their tennis courts. Apparently the two sports don't work well together on the same facility. There is a selected site that has been identified in the Town of Comox at the Highland Secondary School playing fields. Community partners are the Town of Comox, School District 71, Edgett Excavating, Tayco Paving as well as a financial contribution of the Pickleball Association.

This funding request to the CVRD is for \$20,000. This amount will be helpful in our overall budget of approximately \$170,000 as we no doubt have a need for a Pickleball facility in the Valley.

The Town of Comox has agreed to have a special account set up to receive all funding from all contributors and will be dispersing the funds as well as providing tax receipts to qualified donors.

This letter will also confirm that the Rotary Club of Courtenay has our portion of the costs set aside in cash and ready for payment to the Town of Comox when the project gets underway.

Yours truly,


Art Meyers
Chair Pickleball Court Project
Rotary Club of Courtenay
250-207-1879 (cell)