

# New Clubhouse

## Information and Member Q & A

*Effective as of August 16, 2017.  
Check back for updates*

### Summary of the planning process to date

**2016** In July 2016, the Board began the new clubhouse planning process by forming an ad hoc committee of three Directors chaired by the President. After a series of open meetings, the Club membership was polled on the annual survey about the level of support for the new clubhouse planning initiative. The results follow:

Board initiative to develop long-term clubhouse plan-yes	87%
Indoor pool considered - no	63%

Based on these survey results, the Board continued the planning process by establishing goals to be completed by the June 2017 Annual Meeting:

- Select an Architect to prepare conceptual plans
- Work with the Architect to have the conceptual plans complete and a presentation for the membership prepared
- Prepare a rough order of magnitude (ROM) price for the construction of a new clubhouse
- Prepare a preliminary construction schedule for the project
- Prepare several options for financing the project

**2017** The committee began 2017 by selecting a design firm to prepare a conceptual plan. This plan would be the baseline document used to establish a ROM construction budget and preliminary construction schedule. The ROM construction budget would, in turn, enable the committee to work through options for financing the project.

At the 2017 Annual Meeting, the Committee presented a report of its progress to date, including the conceptual design boards, a preliminary contractor's estimate and construction schedule, and financing options.

**For questions or feedback please contact [memberfeedback@centralparktennisclub.com](mailto:memberfeedback@centralparktennisclub.com).**

## CPTC New Clubhouse Planning Process - FAQs

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- I. **Why do we need a new clubhouse at all?** Dissatisfaction with the existing facility has been the most frequently raised topic on the annual membership survey for several years. The specific issues that are mentioned most often are the lack of locker room capacity, an inefficient general layout, and concerns about the age of the current clubhouse.
  
- II. **Why not add to the existing clubhouse?** We would end up spending money for an incomplete solution and a large portion of the construction budget would be consumed by bringing the structure into compliance with current building regulations.
  - A. **Incomplete solution.** At best an expansion would address one or two of the issues with the existing facility. We could probably work out a solution that would address the limited locker room space, but the remaining facility would still be aging, we would still have the inefficient use of space and flow issues, and we would still have cramped social spaces.
  
  - B. **Code and regulatory issues.** Were we to add, for example, additional space for locker rooms we would also need to bring the remaining existing space into compliance with current code and regulatory requirements, most significantly the American with Disabilities Act (ADA) accessibility requirements. These accessibility requirements would be expensive and would likely eat up a significant portion of the construction budget, without addressing many of the facility issues that members care most about.
  
- III. **Why are we starting this planning process now?** This process will take a long time, the Club is currently in a good position to start the process, and we can always pause the planning process if needed.
  - A. **Long process.** This process will almost certainly take years to complete. Past capital improvement projects have taken years to plan, work through the membership approval process, design, and build. Based on the amount and significance of the issues involved with this particular project it will likely take several years to come up with a plan that will be ready for membership approval.
  
  - B. **Favorable conditions to begin planning.** Currently our economy is stable and interest rates are low. Banks are actively seeking lending relationships. The Club is well run, financially sound, and very well capitalized. In short, we have the necessary time and available resources to work through a comprehensive planning process well in advance of any immediate pressure to start construction.
  
  - C. **We can always pause.** If at some point we determine that we've reached a stopping point in the planning process due to financial constraints or some other obstacle, we can easily pause the process until it makes sense to start again.

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**IV. How will we pay for this project?** Until we have specific construction budget numbers we won't know for certain, but we do have some guidelines and projections, based on current interest rates:

- Based on our current mortgage payments and assuming we continue to make periodic principal paydowns on our current debt, Central Park can support approximately \$5 to 5.5 million in total debt without a dues increase.
- We currently have \$2.3 million in total debt associated with the new building (courts 9-12), which is being reduced by \$260,000 per year.
- We have a number of different options to finance the new construction, including, but not limited to:
  - Traditional bank mortgage or combination of mortgage and member financing
  - Special assessment
  - Dues increase – a \$5 increase in monthly dues will support approximately \$475,000 in debt
  - Add additional members
  - Some combination of the above

**V. How much would a new clubhouse reduce maintenance and operating costs?** We don't know yet. This year the Facilities Committee will identify life cycle and maintenance costs associated with the ongoing operations of the current clubhouse. We will use this information as a baseline to accurately forecast the extent of any savings we may realize in terms of reduced maintenance and operating costs if we do build a new clubhouse.

**VI. If the project were approved, when would we start construction?** We don't know yet. Once we've completed the planning and membership approval process, we will then need to complete the design and permitting process. The City of Kirkland, like the rest of the Greater Seattle Area, is in the middle of a building boom. Assuming that's still the case whenever we start the permitting process, it could easily take another year to work through before we could start construction.

**VII. Does the membership get to vote on this project?** Yes. The Club Bylaws require a membership vote to approve of any capital improvement project of this size and scope.

### VIII. General Building Questions

#### A. What are the current priorities for the new space?

- Larger, more functional, and better equipped locker rooms
- Better general layout
  - Use of space
  - Better flow

## CPTC New Clubhouse Planning Process - FAQs

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-Better court access - don't have to go up and down stairs to check in and get to courts

- Improvement to fitness area
- Improved food and beverage service area
- More welcoming socializing space, but keep it cozy
- Be attentive to cost
- Reduce on-going maintenance costs
- Bring it up to date

**B. How will the locker rooms be improved?** The proposed design will increase the size and features of each locker room as follows:

Current Women's Locker Room:	Proposed Women's Locker Room:
512 square feet	770 square feet
2 sinks	3 sinks
2 individual showers	6 individual showers
2 toilets	4 toilets

Current Men's Locker Room:	Proposed Men's Locker Room:
515 square feet	729 square feet
2 sinks	3 sinks
1 gang shower with 3 showerheads	7 individual showers
2 toilets/2 urinals	3 toilet/3 urinals

- C. Will we continue to have food service?** Yes. The initial design maintains a similar format with more accessibility and offerings.
- D. Will we have to walk up and then walk down to the tennis courts?** No. Check-in, locker room access, and court access will all be on the entry level.
- E. Will bathrooms be added to the Reed and Wright Tennis buildings?** No, the current plans do not include expanding the Reed and Wright Buildings. However, the new clubhouse design does have the locker rooms in a location much more accessible to both the Reed and Wright Buildings.
- F. Will we have a Pro Shop?** No. We will have space that allows us to display and sell a few items (tennis balls, overgrip, etc.) but we are not planning to include space for a pro shop.
- G. Will we have to lose amenities during construction?** The fastest and least expensive way to build a new clubhouse will be to demolish the entire existing

## CPTC New Clubhouse Planning Process - FAQs

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facility and then begin construction of a new clubhouse. If we use this method, we will lose the use of the entire existing clubhouse (locker rooms, meeting spaces, etc.) throughout the construction process and would most likely use temporary structures for essential functions (reception, rest rooms, etc.). We are also considering an optional schedule that would allow us to maintain working locker rooms throughout the construction process. This second option would be more expensive and would also increase the time needed to complete construction of the new clubhouse. We have not progressed far enough with the planning process to be able to determine the cost or schedule impact of maintaining working locker rooms during construction. Once we are able to forecast the cost and schedule impact with reasonable accuracy, we will share that information with the membership. Assuming we can develop a workable option to maintain functional locker rooms through construction, we will include that option, and the associated cost and schedule impact, as a part of the membership approval process.

**H. Can you describe the project in more detail? *Design is available to view on line as well.***

- Plan utilizes the same footprint as existing club house
- Ground floor entrance with lobby and check-in
- Only two floors (with a basement level for storage only)
- Increased size and functionality of the locker rooms
- Consolidates fitness space
- Much improved traffic pattern
- Expands deck area for socializing and center court viewing
- Maintains “quiet” space area in dining area and has more open area next to food service area, with bar area and tv viewing.
- Has more accessible teen area and a multi-purpose room that can be opened up to accommodate larger gatherings
- Many improvements for staff efficiency and convenience, including added space for tennis pros.
- Fully compliant with ADA accessibility requirements