



AGENDA

BOARD OF DIRECTORS REGULAR MEETING

Wednesday, May 26, 2021 – 2pm

West Center Auditorium & Zoom

Directors: Mike Zelenak (President), Nina Campfield (Vice President), Ted Boyett (Secretary), Donna Coon (Treasurer), Mark McIntosh (Assistant Secretary), Randy Howard (Assistant Treasurer), Kathi Bachelor, Carol Crothers, Christine Gallegos, Bart Hillyer, Bev Lawless, Don Weaver Scott Somers (non-voting)

AGENDA TOPIC	PRESENTER	EXHIBIT	ACTION
1. Call to Order / Roll Call – Establish Quorum	Zelenak	Y	
2. Amend and/or Adopt Agenda	Zelenak	Y	Y
3. CEO Report	Somers		
4. Consent Agenda	Zelenak	Y	Y
A. Minutes – April 28, 2021			
B. Financial Statements – April 2021			
5. New Business			
A. Annual Surplus Calculation	Moose	Y	Y
B. Create Major Asset Replacement Reserve Fund	Webster	Y	Y
C. East Center Pool Design	Jund	Y	Y
D. Pickleball Center Shade Structure Reimbursement	Somers	Y	Y
E. Square and Round Dance Club Guest Fee Reduction	Somers	Y	Y
6. Committee Reports			
A. Audit	Weaver		
B. Board Affairs	Campfield		
C. Fiscal Affairs	Coon		
D. Investments	Lawless		
E. Nominations & Elections	McIntosh		
F. Planning & Evaluation	Boyett / Campfield		
7. Member Comments			
8. Adjournment			



A regular meeting of the GREEN VALLEY RECREATION, INC. BOARD OF DIRECTORS was held Wednesday, April 28, 2021 in the West Center Auditorium. The President being in the chair and the Secretary being present.

Directors Present: Mike Zelenak (President), Nina Campfield (Vice President), Donna Coon (Treasurer), Mark McIntosh (Assistant Secretary), Kathi Bachelor, Carol Crothers, Don Weaver, Scott Somers (CEO, non-voting)

Directors Present Electronically: Ted Boyett (Secretary) (arrived at 2:05pm), Randy Howard (Assistant Treasurer), Christine Gallegos, Bart Hillyer, Bev Lawless

Staff Present: Jen Morningstar (Director of Administrative Services), Cheryl Moose (CFO), David Webster (Director of Accounting), David Jund (Facilities Director), Randy Cheatham (IT Director), Natalie Whitman (Communications Manager), Dee Schisel (Payroll/HR Specialist), Shelley Freeman (Arts & Entertainment Supervisor), Karen Miars (AO Administrative Assistant), Marie Seixas (Meeting Scribe)

Guests: 19 in-house/21 electronically (both include additional staff)

1. Call to Order/Roll Call – Establish Quorum

President Zelenak called the meeting to order at 2:00pm MST. Roll was called and a quorum established.

2. Adopt Agenda

Director Campfield requested that the agenda be amended to add two items to New Business 5D) Add an additional ½ day BOD Retreat with Terri Glass of Zelos, LLC., and 5E) Add the CEO Report.

MOTION: Campfield/2nd. Adopt Agenda as amended.

Passed: unanimously

3. Consent Agenda

A. Minutes – April 7, 2021; April 14, 2021

MOTION: Campfield/2nd. Approve Minutes of April 7, 2021 and April 14, 2021 as written.

April 7, 2021 - Passed: Yes – 10; Abstain – 1 (Bachelor)

April 14, 2021 – Passed: unanimously

B. Financial Statements – December 2020; January, February and March 2021

MOTION: Campfield/2nd. Approve Financials of December 2020; January, February and March 2021 as presented.

Passed: unanimously

**Director Boyett arrived at 2:05pm MST.

4. Presentation

A. Quarterly Financial Presentation

Director of Accounting David Webster, gave a PowerPoint presentation of the first quarter financials for 2021. Summary of Revenue and Expenditures, Budget to Actual for the first quarter of 2021 and a Statement of Financial Position comparing 3/2021 to 3/2020. Discussion followed.

CEO Somers announced a work session for the BOD to be held on May 19, 2021 with Susan Vos for a walkthrough of the surplus funds' calculation.

5. New Business

A. Accept 2020 Audit Report – CFO Cheryl Moose requested a motion to accept the 2020 Audit Report.

**MOTION: Campfield/2nd. Accept 2020 Audit Report as prepared by HBL.
Passed: unanimously**

B. Demolition of East Center Pool – Facilities Director David Jund, requested approval to pursue demolition and removal of the East Center pool/spa and deck.

MOTION: Crothers/2nd. Approve staff proceed with demolition and removal of the East Center pool/spa and deck with Penhall Company at a cost not to exceed \$75,000. Discussion followed.
Passed: unanimously

C. Establish Late Fees for Delinquent Accounts – CFO Cheryl Moose requested approval to assess late fees on member accounts in the amount of \$20 per month for the year 2021 beginning in May 2021. Discussion followed.

**MOTION: Weaver/2nd. Approve assessing late fees on delinquent member accounts in the amount of \$20 per month for the year 2021 beginning in May 2021.
Passed: Yes – 10; No – 2 (Bachelor, Crothers)**

D. GVR Advertising – Communications Manager Natalie Whitman requested that the Board determine whether or not to continue GVR's current advertising program.

MOTION: Bachelor/2nd. Move to discontinue GVR's current advertising program but direct staff to revisit sponsorship possibilities at a later date when higher-priority, member-requested communications improvements have been established.
Discussion followed.

AMENDED MOTION: Campfield/2nd. Move to discontinue GVR's current advertising program temporarily, pending completion and receipt of the communications plan, but direct staff to revisit sponsorship possibilities at a later date when higher-priority, member-requested communications improvements have been established.
Further discussion followed.

**Amended Motion did not pass: Yes – 4 (Campfield, Gallegos, Lawless, Zelenak);
No - 8**

Original Motion Passed: Yes – 10; No – 2 (Campfield, Zelenak)

E. Half Day Board Retreat with Terrie Glass of Zelos, LLC - requested addition to agenda by N. Campfield.

MOTION: Campfield/2nd. Move to engage Terrie Glass of Zelos, IIC for an additional half-day retreat in order to finish original agenda from previous meetings. – Discussion followed.

Passed: Yes – 8; No – 4 (Bachelor, Coon, Crothers, Hillyer)

F. CEO Report

CEO Somers reported on latest activities for GVR. He announced an upcoming Zoom session for the Board in June with Terrie Glass of Zelos, LLC. And another, hopefully in-person meeting with her, later in June. He also reported that barriers will be installed in front of the East Center as a result of a recent automobile accident.

6. Committee Reports

A. Audit – Chair D. Weaver reported that the committee has not yet met.

B. Board Affairs – Chair N. Campfield reported that the committee has not yet met. Meeting scheduled for May 11th.

C. Fiscal Affairs – Chair D. Coon reported that the committee met April 20th and reviewed accounts to date. Next meeting scheduled for May 18th.

D. Investments – Chair B. Lawless reported that the committee will meet April 30th.

E. Nominations & Elections – Chair M. McIntosh reported that the committee has not yet met. Last year's committee met to discuss ways to further improve processes. Anyone interested in joining this committee please contact Chair McIntosh.

F. Planning & Evaluation – Co-Chair T. Boyett reported that the committee has been selected with their first meeting scheduled for May 13th.

7. Member Comments – 4

8. Adjournment

MOTION: Campfield/2nd. Motion to adjourn the meeting at 4:05pm MST.

Passed: unanimously



Green Valley Recreation, Inc.

CONSOLIDATED FINANCIAL STATEMENTS

The accompanying pages are the Financial Reports for April 30, 2021. The four statements are:

Statement of Financial Position.

This is also known as a Balance Sheet or the Statement of Net Assets.

Statement of Activities

Also known as an Income and Expense statement. This report shows the types of Income, the categories of expense and the unrealized Investment Market changes for the year to date. The bottom line in this report is the net for all the reserve accounts maintained by GVR.

Statement of Changes in Net Assets

This report displays the financial activity of the four reserves that make up the Net Assets of Green Valley Recreation. These reserves are:

Unrestricted - These net assets include the Fixed Assets (land, buildings and equipment), undesignated current assets less the current liabilities and deferred revenue items.

Emergency - Designated by the Board of Directors, this reserve is held to provide liquidity when needed for operational emergencies.

Maint - Repair - Replacement - designated by the Board of Directors, this reserve is the accumulation of assets in support of the Reserve Study which is mandated for Common Interest Realty Associations like Green Valley Recreation. Annual amounts are budgeted and transferred into this reserve for the purposes of the name of this reserve.

Initiatives - This reserve is designated by the Board of Directors to help with the funding for new programs that evolve from member interests and demands. Innovation in programming enables GVR to respond to member expectations.

Investment Portfolios

This report displays the market values of investments at the beginning of the year, the dollar amounts of changes that occurred from January 1st to the date of the financial statements. The unrealized gain or loss on market value changes is shown on a separate line to result in the market value of investments as of the reporting month end. The investments related to each of the Reserves (Unrestricted and Designated) are included in separate columns.



Green Valley Recreation, Inc. Statement of Financial Position

As of Date: April 30, 2021 and Dec 31, 2020

	April 30, 2021	Dec 31, 2020
	Total	Total
ASSETS		
Current Assets		
Cash/Cash Equivalents	1,639,852	4,558,345
Accounts Receivable	562,247	244,976
Prepaid Expenses	153,210	267,187
Designated Investments (Charles S./SBH)		
Emergency - Fund	1,063,434 (1)	993,416 (15)
MRR - Fund	8,881,281 (2)	7,874,717 (16)
Initiatives - Fund	1,306,492 (3)	1,114,873 (17)
Total Designated Investments (CS/SBK)	11,251,206 (4)	9,983,006 (18)
Undesignated Invest. (JP Morgan)	5,316,304 (5)	2,309,471 (19)
Investments	16,567,510 (6)	12,292,477 (20)
Total Current Assets	18,922,819	17,362,985
Fixed Assets		
Contributed Fixed Assets	18,017,085	18,017,085
Purchased fixed Assets	23,634,031	23,455,093
Sub-Total	41,651,115	41,472,178
Less - Accumulated Depreciation	(24,132,451)	(23,587,197)
Net Fixed Assets	17,518,664 (7)	17,884,981 (21)
Total Assets	36,441,483	35,247,966
LIABILITIES		
Current Liabilities		
Accounts Payable	504,543	781,728
Deferred Dues & Fees	4,636,414	3,685,092
Deferred Programs	8,420	43,933
Compensation Liability	134,072	188,920
Total Current Liabilities	5,283,449	4,699,673
TOTAL NET ASSETS	31,158,033 (8)	30,548,293 (22)
NET ASSETS		
Temporarily Designated:		
Board Designated:		
Emergency	1,063,434 (9)	993,416 (23)
Maint - Repair - Replacement	8,881,281 (10)	7,874,717 (24)
Initiatives	1,306,492 (11)	1,114,873 (25)
Sub-Total	11,251,206 (12)	9,983,006
Unrestricted Net Assets	19,297,086	20,565,287
Net change Year-to-Date	609,741 (13)	-
Unrestricted Net Assets	19,906,827 (14)	20,565,287
TOTAL NET ASSETS	31,158,033	30,548,293



Green Valley Recreation, Inc. Summary Statement of Activities

YTD Period: 4 month period ending April 30, 2021

FY Budget Period: Jan 1, 2021 - Dec 31, 2021

	PRIOR YEAR COMPARISON				BUDGET COMPARISON				Fiscal Year Budget	Remaining FY Budget
	2020 YTD Actual	2021 YTD Actual	Year to Year Variance	%	YTD Actual	YTD Budget	YTD Variance	%		
Revenue										
Member Dues	2,249,851	2,315,694	65,844	3%	2,315,694	2,310,038	5,656	0%	6,930,115	4,614,420
LC, Trans., Crd Fees.	277,533	247,679	(29,854)	(11%)	247,679	366,083	(118,404)	(32%)	789,835	542,155
Capital Revenue	817,910	1,030,382	212,472	26%	1,030,382	1,006,252	24,130	2%	2,518,147	1,487,765
Programs	124,947	2,164	(122,783)	(98%)	2,164	142,037	(139,873)	(98%)	260,953	258,789
Instructional	210,486	63,946	(146,540)	(70%)	63,946	46,515	17,431	37%	206,133	142,187
Recreational Revenue	335,433	66,110	(269,323)	(80%)	66,110	188,552	(122,442)	(65%)	467,086	400,976
Investment Income	109,305	94,277	(15,028)	(14%)	94,277	76,341	17,936	23%	286,746	192,469
Advertising Income	60,245	20,765	(39,480)	(66%)	20,765	20,119	646	3%	71,257	50,492
Cell Tower Lease Inc.	13,613	14,983	1,370	10%	14,983	11,283	3,700	33%	38,378	23,395
Comm. Revenue	73,858	35,748	(38,110)	(52%)	35,748	31,402	4,346	14%	109,635	73,888
Other Income	48,662	32,214	(16,448)	(34%)	32,214	72,252	(40,038)	(55%)	91,433	59,219
Facility Rent	21,142	160	(20,982)	(99%)	160	5,800	(5,640)	(97%)	16,000	15,840
Marketing Events	-	-	-	0%	-	-	-	0%	-	-
In-Kind Contributions	-	-	-	0%	-	-	-	0%	-	-
Other Revenue	69,803	32,374	(37,429)	(54%)	32,374	78,052	(45,678)	(59%)	107,433	75,059
Total Revenue	3,933,693	3,822,265	(111,428)	(3%)	3,822,265	4,056,720	(234,455)	(6%)	11,208,997	7,386,732
Expenses										
Major Proj.-Rep. & Maint.	73,689	147,302	(73,613)	(100%)	147,302	332,479	185,177	56%	598,359	451,057
Facility Maintenance	109,949	67,012	42,937	39%	67,012	125,378	58,366	47%	254,620	187,608
Fees & Assessments	(1,714)	12,947	(14,661)	856%	12,947	11,604	(1,343)	(12%)	42,919	29,972
Utilities	311,788	238,999	72,788	23%	238,999	359,499	120,500	34%	865,734	626,735
Depreciation	566,908	555,689	11,219	2%	555,689	600,253	44,564	7%	1,810,173	1,254,484
Furniture & Equipment	34,160	52,012	(17,851)	(52%)	52,012	63,924	11,912	19%	189,667	137,655
Vehicles	17,912	25,345	(7,433)	(41%)	25,345	35,387	10,042	28%	70,112	44,767
Facilities & Equipment	1,112,692	1,099,306	13,386	1%	1,099,306	1,528,524	429,218	28%	3,831,584	2,732,278
Wages, Benfts., PR Exp.	1,621,856	1,815,901	(194,044)	(12%)	1,815,901	1,813,255	(2,646)	(0%)	5,384,349	3,568,448
Conferences & Training	9,455	4,485	4,970	53%	4,485	13,934	9,449	68%	45,563	41,078
Personnel	1,631,312	1,820,386	(189,074)	(12%)	1,820,386	1,827,189	6,803	0.4%	5,429,912	3,609,526
Food & Catering	11,964	4,577	7,387	62%	4,577	14,818	10,241	69%	50,621	46,043
Recreation Contracts	303,351	61,788	241,563	80%	61,788	170,530	108,742	64%	391,912	330,125
Bank & Credit Card Fees	65,863	38,680	27,183	41%	38,680	66,657	27,977	42%	94,119	55,439
Program	381,178	105,045	276,133	72%	105,045	252,005	146,960	58%	536,652	431,607
Communications	33,887	34,404	(516)	(2%)	34,404	37,480	3,076	8%	107,185	72,781
Printing	29,484	19,719	9,765	33%	19,719	31,406	11,687	37%	105,170	85,451
Advertising	630	-	630	100%	-	-	-	0%	-	-
Communications	64,001	54,123	9,878	15%	54,123	68,886	14,763	21%	212,355	158,232
Supplies	62,128	75,915	(13,788)	(22%)	75,915	93,680	17,764	19%	264,531	188,616
Postage	8,165	2,442	5,723	70%	2,442	9,313	6,871	74%	18,258	15,816
Dues & Subscriptions	4,039	2,590	1,450	36%	2,590	5,863	3,274	56%	15,558	12,968
Travel & Entertainment	4,768	-	4,768	100%	-	2,230	2,230	100%	14,912	14,912
Other Operating Expense	50,994	56,123	(5,129)	(10%)	56,123	75,638	19,515	26%	249,238	193,115
Operations	130,094	137,070	(6,976)	(5%)	137,070	186,724	49,654	27%	562,496	425,426
Information Technology	20,915	7,709	13,206	63%	7,709	36,851	29,142	79%	86,509	78,801
Professional Fees	93,015	45,347	47,668	51%	45,347	75,107	29,761	40%	229,577	184,231
Commercial Insurance	107,007	104,066	2,941	3%	104,066	100,105	(3,961)	(4%)	287,000	182,934
Taxes	-	9,826	(9,826)	0%	9,826	10,000	174	2%	20,367	10,541
Provision for Bad Debt	-	49	(49)	0%	49	-	(49)	0%	-	(49)
Corporate Expenses	220,937	166,996	53,940	24%	166,996	222,063	55,067	25%	623,454	456,457
Expenses	3,540,214	3,382,926	157,288	4%	3,382,926	4,085,391	702,465	17%	11,196,452	7,813,526
Gross surplus(Rev-Exp)	393,479	439,339	45,860	12%	439,339	(28,671)	468,009	(1,632%)	12,544	(426,795)
Net. Gain/Loss on Invest.	(415,748)	170,326	586,074		170,326	-	170,326		-	(170,326)
Net from Operations	(22,268)	609,665	631,933	(2,838%)	609,665	(28,671)	638,335	(2,226%)	12,544	(597,121)



Green Valley Recreation, Inc.
Statement of Changes in Net Assets
 As of Date: April 30, 2021 and Dec 31, 2020

	Totals	Unrestricted		Emergency Reserve Fund	Maint - Repair - Replacement Reserve Fund	Initiatives Reserve Fund
		Unrestricted	Fixed Assets			
Net change in net assets-GVR	609,741 (13)	609,741	-	-	-	-
Transfers between unrestricted and reserves:						
Reserve Study Allocation	-	-	-	-	-	-
Principal Transfers	-	(1,254,707)	-	-	1,048,192	206,515
Depreciation	-	555,689	(555,689)	-	-	-
Disposal of Fixed Assets	-	(10,435)	10,435	-	-	-
Purchase & Contributed Fixed Assets	-	(174,160)	178,937	-	(146,822)	142,045
Withdrawals	-	204,802	-	-	(43,531)	(161,271)
Allocations of Net Change components:						
Investment income	-	(81,268)	-	4,162	65,227	11,879
Investment Expenses	-	33,836	-	(2,705)	(27,473)	(3,658)
Net Gains (Losses) in Investments	-	(175,641)	-	68,562	110,970	(3,892)
Repairs and replacements	-	-	-	-	-	-
Net Change to April 30, 2021	609,741 (13)	(292,143)	(366,317)	70,018	1,006,563	191,619
Net Assets at, Dec 31, 2020	30,548,293 (22)	2,680,306	17,884,981 (21)	993,416 (23)	7,874,717 (24)	1,114,873 (25)
Net Assets as at, April 30, 2021	31,158,033 (8)	2,388,163	17,518,664 (7)	1,063,434 (9)	8,881,281 (10)	1,306,492 (11)
		19,906,827 (14)		11,251,206 (12)		

Footnotes refer to Statement of Financial Position and Statement of Activities



Green Valley Recreation, Inc.
Investment Portfolios
Changes and Market Values
Beginning of Year and Curent Month End

	Totals	Unrestricted	Emergency Reserve Fund	Maint - Repair - Replace Reserve Fund	Initiatives Reserve Fund
Balance Dec 31, 2020 (at Market)	12,292,477 ⁽²⁰⁾	2,309,471 ⁽¹⁹⁾	993,416 ⁽¹⁵⁾	7,874,717 ⁽¹⁶⁾	1,114,873 ⁽¹⁷⁾
Changes since Jan 1, 2020:					
Principal additions	4,254,707	3,000,000	-	1,048,192	206,515
Investment income	93,415	12,147	4,162	65,227	11,879
Withdrawals	(209,579)	-	-	(190,353)	(19,226)
Investment Expenses	(33,836)	-	(2,705)	(27,473)	(3,658)
Net Change for 4 Months	4,104,707	3,012,147	1,456	895,593	195,510
Balance before Market Change at April 30, 2021	16,397,184	5,321,619	994,872	8,770,311	1,310,383
4 Months Net Change in Investments Gain/(Loss)	170,326	(5,315)	68,562	110,970	(3,892)
Balance at April 30, 2021 (at Market)	\$ 16,567,510 ⁽⁶⁾	5,316,304 ⁽⁵⁾	1,063,433.78 ⁽¹⁾	8,881,281 ⁽²⁾	1,306,492 ⁽³⁾

11,251,206 ⁽¹²⁾

Footnotes refer to Statement of Financial Position and Statement of Activities



Green Valley Recreation, Inc.
Board of Directors Meeting

Prepared By: Cheryl Moose, CFO

Meeting Date: May 26, 2021

Presented By: David Webster,
Director of Accounting

Consent Agenda: No

Originating Committee / Department: Finance
Action Requested: To approve the annual surplus calculation from Operations as presented in the attached documents.
Strategic Plan Goal: NA
Background Justification: In past years there have been differences of opinion on how to determine if a surplus or loss from operations exists at year end. Establishing this Board-approved calculation will ensure that the surplus/loss from Operations will be developed on an accurate and consistent basis. On May 26, 2021, independent CPA, Susan Vos, will present her recommendation on the calculation, which is based on Generally Accepted Accounting Principles (GAAP), to the Board of Directors at a work session. This item will be brought forward to the Board for their decision at their May 26, 2021 meeting.
Fiscal Impact: None
Board Options: <ol style="list-style-type: none">1) Accept and approve Susan Vos' recommendations for calculating the year end surplus/loss, as presented in the accompanying documents.2) Approve a different calculation for determining the year end surplus/loss.3) Provide different direction to staff.
Staff Recommendation: Option #1
Recommended Motion: I move to approve the annual surplus calculation from Operations as presented.
Attachments: <ol style="list-style-type: none">1. Susan Vos Report2. Surplus calculation from Susan Vos



Operating Surplus Calculation

At the end of each fiscal year, the Board of Directors shall determine the amount, if any, to contribute from operational surpluses. Operating Surplus or deficit is calculated as follows:

- a. *Begin with the Change in Net Assets from the Audited Financial Statements*
- b. *Deduct unrealized gains/losses on operating accounts,*
- c. *Deduct net investment income on reserve accounts/investments*
- d. *Add depreciation expense*
- e. *Deduct current year purchases of Capital Assets (cost basis, before accumulated depreciation)*
- f. *Add reserve cash amounts that were used to purchase Capital Assets*
- g. *Add expenses that were paid using reserve cash (i.e. repairs and maintenance expenses paid for using MMR funds)*
- h. *Deduct funding cash transfers to reserve funds during the year (i.e. required MMR funding)*
- i. *Add or deduct any other non-cash items (i.e. in-kind capital donations)*

The intent of the calculation is to determine if there is a surplus of operating revenue over operating expenses each year that can be transferred to a reserve fund. The calculation is to remove non-cash items such as depreciation and unrealized gains/losses. Additionally, adjustments are to be made to take into consideration operating cash used for Capital Asset purchases. Reserve fund cash used to pay for Capital Asset purchases and operating expenses should not be included in the operating cash surplus.

GVR Operating Surplus Calculation:

	12/31/2020	
a	\$ 1,237,658.00	
b	-	
c	(986,599.00)	
d	1,668,559.00	Statement of Functional Expenses from audited FS
e	(1,819,429.00)	Statement of Cash Flows from audited FS
f	1,547,839.00	see below calculation
g	293,302.00	from MMR Operating Expenditures report
h	(1,497,215.00)	from GVR Cash Requirements Report
i	(63,913.00)	included in revenue, but is non-cash
	<u>\$ 380,202.00</u>	

f: reserve funds used for capital asset purchases in 2020	Outlays of Cash for Capital Assets
MMR (from YTD Capital Expenditures)	494,583.00
Initiatives(purchases plus in-kind donation) from YTD Capital Expenditures	<u>2,266,117.00</u>
	2,760,700.00
Reimburse Operations for Construction in Process (previous year cash outlay)	(1,148,948.00)
Donated Cap Asset (non-cash, increased capital assets but no cash out)	(63,913.00)
2020 Reserve Cash outlay for capital assets	<u>1,547,839.00</u>

	<u>Net Investment Income</u>	
<i>Obtained from audited financial statements</i>	Reserves	Total
Unrealized gain/loss	766,032.00	766,032.00
Realized loss	34,101.00	(140,314.00)
Investment Fees	(65,265.00)	(81,888.00)
Interest & Dividends	251,731.00	295,527.00
	<u>986,599.00</u>	<u>839,357.00</u>



Green Valley Recreation, Inc.
Board of Directors Meeting

Prepared By: Cheryl Moose, CFO

Meeting Date: May 26, 2021

Presented By: David Webster,
 Director of Accounting

Consent Agenda: No

<p>Originating Committee / Department: Finance</p>
<p>Action Requested: Approve the creation of a Major Asset Replacement Reserve Fund.</p>
<p>Strategic Plan Goal: NA</p>
<p>Background Justification: In 2016, GVR entered into a contract with Browning Reserve Company to help create a Maintenance, Repair & Replacement Reserve Fund for our facilities. This reserve fund does not include major assets such as pools, spas and buildings. This new Major Asset Replacement Reserve Fund would provide the required funding for reconstructing or replacing these assets.</p> <p>The Fiscal Affairs Committee discussed this issue at their May 2021 meeting and recommends that this be brought before the Board for approval.</p>
<p>Fiscal Impact: This will result in annual transfers from Operations.</p>
<p>Board Options:</p> <ol style="list-style-type: none"> 1) The Board approve the creation of a Major Asset Replacement reserve fund. 2) The Board approve a different method of financing Major Asset Replacements. 3) Provide different direction to staff.
<p>Staff Recommendation: Option #1</p>
<p>Recommended Motion: I move the Board of Directors approve the creation of a Major Asset Replacement Reserve Fund.</p>
<p>Attachments: None</p>



Green Valley Recreation, Inc.
Board of Directors Meeting

Prepared By: David Jund, Facilities Director **Meeting Date:** May 26, 2021

Presented By: David Jund, Facilities Director **Consent Agenda:** No

Originating Committee / Department: Facilities Department

Action Requested: Direct staff to proceed with finalizing construction/bid documents. Deliver documents to three qualified commercial swimming pool contractors for proposals for construction.

Strategic Plan Focus Area: GVR Services

Background Justification:

At the October 7, 2020 special meeting of the board of Directors, the Board unanimously approved the motion to *'Authorize up to \$15,000 for a preliminary design study of the East Center Pool.'*

AquaticDesign International (ADI) developed a fee summary for full design of the project. Phase 1 represents 100% of schematic design and represents the approved \$15,000. The remaining fees are for phases for design development, full construction documents, bid and tender support and construction administration. When ADI first delivered this fee summary on December 1, 2020, the fee at that time was \$80,000.

On March 17, after reassessing the original large scope of the pool replacement project, the Board of Directors agreed to direct staff to pursue preliminary designs and cost estimating on a smaller scale project. It was noted in staff's report that additional designs and cost estimating will be captured within a phase that will go through to permitting the project.

At the May 19, 2021 work session of the Board of Directors, staff presented three preliminary designs options of the East Center swimming Pool & spa replacement and cost estimates.

Background Justification: *continued*

The three options are:

- Option#1 presents a 2250ft² pool which incorporates a 450ft² shallow area separate from the main body of the 30'x 60' pool. This "L"-shape design offers opportunities for a variety of activities to occur simultaneously, including therapeutic/rehabilitation-type activities. This also allows for entrance into the pool, by stairs and handrails or by lift chair to be in the shallow "L" portion of the pool. This option received considerable positive interest from several directors.
- Option #2 eliminates the 450ft² shallow "L" area but the dimension and design of the 30'x60' main pool remains.
- Note: both Options #1 and #2 have a 119ft² 14-person capacity spa as part of the design.
- Options #3 is for an estimated \$500,000 construction design. Proposing that both pool and spa be reduced by 33% from the Option #1 design and also a reduction in amenities.

Fiscal Impact:

On March 16, 2021, AquaDesign International submitted a fee summary for the remainder of the design phases of the project: 100% design development, 100% construction documents, bid and tender support, and construction administration. The fee is \$57,000.

This fee is \$8,000 less than the fee submitted in December. This is a result of much of the schematic design work being addressed during the initial look at the original larger pool replacement project.

Board Options:

1. Direct staff to pursue finalizing construction/bid documents and seek proposals for the construction for Option #1 of the East Center Pool Replacement Project
2. Direct staff to pursue finalizing construction/bid documents and seek proposals for the construction for Option #2 of the East Center Pool Replacement Project

Board Options: *continued*

3. Direct staff to pursue finalizing construction/bid documents and seek proposals for the construction for Option #3 of the East Center Pool Replacement Project
4. Provide alternative direction to staff

Staff Recommendation:

Option #1

Recommended Motion:

I move to direct staff to pursue finalizing construction/bid documents and seek proposals for the construction for Option #1 of the East Center Pool Replacement Project. To seek competing bids from three (3) qualified commercial swimming pool contractors and present submitted proposals to the Board of Directors for consideration and award.

Attachments:

1. East Center Pool Replacement Quote for New Concept dated 3/16/2021
2. EC Pool, Spa and Deck Replacement Options



16 MAR 21
Green Valley Recreation
1070 S. Calle de las Casitas
Green Valley, AZ 85614

RE: East Center Pool Replacement Quote for New Concept
ATTN: David Jund, 520-625-3440 x7212, djund@gvrec.org

Dear David,

Pursuant to our meeting of 12 MAR 21, we offer the following scope and fee proposal. We understand the scope of work is to design one pool and one spa, both on grade. The existing site has a pool, spa, deck, and enclosure wall/fence that will be removed. The new pool, spa, deck, and enclosure will be part of this design. We understand the program to include:

- Approx. 30'x60' pool with extended 18'x25' area
- The synchronized swimming area approx. 30'x20'x8'6" deep.
- Provide one lap lane.
- The walking channel and standing aqua exercise area shall be sloped to 5' depth before the break line to the deep area of the pool.
- The pool will be a skimmer pool design.
- The steps will be recessed into the pool wall and designed with grab rails.
- The pool will include ADA chair lifts.
- The spa will be designed to accommodate 14 persons.
- Provide design for deck lighting.
- Provide design for cantilevered shade structures.

The following detailed scope of work is what we suggest providing you with the Construction Documents to facilitate this work.

COMPANY OVERVIEW

Aqua Design International is a Landscape Architecture firm specializing, exclusively, in the design of swimming pools, spas, splash pads and water features. We provide complete design consultation from Schematic Design through Construction Administration. Our designs include resort pools, competition pools and recreation pools of every description. Our geographical reach extends across every jurisdiction in the United States in addition to projects in the Middle East Region, China, Africa, The Caribbean, Mexico, Brazil, Canada, South Korea, Panama, and Russia. Aqua Design International is owned by David Acklin, Ken Paulson, Aden Acklin and Thomas Schrantz with over 40, 33, 20 and 13 years of experience, respectively. Our experience in the industry transcends industry sectors beyond design to include swimming pool construction,
7534 N. La Cholla Blvd., Tucson, Arizona 85741 Phone: 520-219-8929 Fax: 520-219-9438 www.aquadesign.net

specialty manufacturing, and supply chain distribution. This unique breadth of experience makes our firm the only professionally licensed aquatic consulting entity that also understands equipment and material sourcing, construction methodology, accurate cost estimation as well as the ROI that various mechanical filtration and sanitation systems can offer the client.

SCOPE AND FEE PROPOSAL

SCHEMATIC DESIGN (SD)

Site Analysis has been completed in previous phase.

Demo Plan

- Provide demo plan for the removal of the pool, spa, deck, and wall/fence

Code Review

- Review of Municipal, Pima County and Arizona State Health Code (*as applicable*)
- Review of ADA/ABA 2010 Title II and Title III
- Review of IBC
- Review of NEC
- Review of ISPSC 2012 Code
- Review of Model Aquatic Health Code (MAHC) (*as jurisdictionally applicable*)
- Review of Virginia Graeme Baker (VGB) Pool & Spa Safety Act
- Coordinate All Necessary Design Changes with Owner's Representative

Layout of Pool, Spa and Deck Equipment

- Shape and Means of Construction
- Programming Intent of Pool, Spa

Hydraulic Calculations

- Determine Turnover Requirements and Turnover Rates of Pool & Spa
- Determine Preliminary Sizes of Suction, Pressure & Gravity Lines

Pool & Spa Sanitation

- Establish Owner's Expectations for Chemical Treatment
- Determine Primary Sanitization Systems and Alternative Disinfectant Usage

Equipment Room Design

- Determine Type of Mechanical Filtration System to Condition the Water
- Size and Select Pumps, Filters and Heaters for Pool & Spa
- Determine Chemistry Control Desires/Capabilities from Owner
- Provide Preliminary Coordination Letter with Preliminary Equipment Room Dimensions
- Provide Air Exchange Requirements for Equipment Room(s) and Chemical Storage Room(s)

* *Note: Equipment rooms and chemical storage rooms must have one-hour rated walls with the exception of the State of California which requires two-hour rated walls designed by Architect.*

Sections

- Preliminary Sections Through Pool & Spa Illustrating Horizontal and Vertical Plane Attributes of Structures

Electrical Engineering

- 30 Day meter reading provided by GVR
- Provide Cut Sheets for Overhead Lighting System for Pool/Spa Deck

Structural Engineering

- Provide Criteria for Geotechnical Investigation
- Geotech Company to be Hired by the Owner Directly

Meetings

- Unlimited Access to ADI Staff for Phone/Video Conferencing

Cost Estimate

- Provide Cost Estimate at the Finish of the Schematic Design Plan Set

DESIGN DEVELOPMENT (DD) 50% Deliverable

Layout of Pool and Deck Equipment

- Applicable Rail Goods and Anchors for Pool & Spa
- Dimensioned Plan View of Pool & Spa Area
- Provide Preliminary Design of New Enclosure

Hydraulic Calculations

- Determine Final Line Sizes for Suction, Return and Gravity Piping
- Determine Diameter of Backwash Piping from Filters*

* *Note: Backwash piping is contingent on selection of sand or diatomaceous earth filtration systems; modular media filtration will not require backwashing.*

Provide Load Calculations

- Provide Preliminary Load Calculations for Pool Circulation and Booster Motors, Underwater Lights and Automated Control Systems
- Provide Btuh Data for Pool & Spa Heaters
- Determine Efficacy of Existing Gas Supply Line

Underwater Lighting

- Determine Preliminary Underwater Lighting Requirements and Program Effect Desire of the Client

Sanitation Equipment

- Size and Select Disinfection System and Disinfection Delivery Equipment
- Size and Select pH Control Chemicals & Delivery Equipment
- Size and Select Automated Chemistry Control Devices

Equipment Room Design

- Size and Select Pumps, Filters and Heaters
- Design Equipment Room to Meet Spatial Requirements of Selected Mechanical Filtration and Sanitation Equipment, Pool Service Panel, Backwash Pit/Riser, Entry Door Location, and Storage
- Provide Plan View of Pool & Spa Equipment Room

Product Data

- Product Data Keynoted on Plan Sheets
-

Meetings

- Unlimited Access to ADI Staff for Phone/Video Conferencing

DESIGN DEVELOPMENT (DD) 100% Deliverable

Equipment Room Design

- Coordinate Location, Size and Connection of Cold-Water Supply
- Coordinate Connection of Backwash Line, Continuation of Line Assumed to Re-Use Existing Drain Line
- Coordinate Eyewash Station Location and all Required PPE
- We Assume the Re-Use of the Existing Floor Drain(s)

Electrical Engineering

- Provide One-Line Diagram of System Circuits
- Provide Preliminary Design for Underwater Light Junction Boxes
- Provide Preliminary Design for Overhead Lighting System

Piping Systems

- Preliminary Coordination for Pipe System Routing

Sections

- Formalize Sections Through Pool & Spa Illustrating Horizontal and Vertical Plane Attributes of Structures

Detail Pages

- Preliminary Detail Sheets for all Key Components of Pool & Spa Design

CONSTRUCTION DOCUMENTS (CD)

Layout of Pool, Spa and Deck Equipment

- Layout of Gutter/Coping of Pool & Spa Edge
- Coordinate ADA and Pima County Health Department Compliant Pool Enclosure with Owner; Enclosure to be Illustrated and Specified in Aqua Design International's Scope of Work
- Preliminary Spot Elevations for Pool & Spa to Meet ADA and Pima County and State of Arizona Health Codes
- Coordinate ADA Access with Owner; Path Leading to Pool & Spa Area Assumed to be Compliant to the Pool Gate Entrance. ADI Will Design ADA Compliant Path from the Pool Entrance Gate to the ADA Lift(s) Only

Provide Load Calculations

- Provide Final Load Calculations for Pool & Spa Pump Motors, Underwater Lights and Controls
- Provide Btu Input Calculations for Pool & Spa Heaters
- Establish Pool & Spa Service Panel Location
- Panel, Feeders, Upstream Distribution and Branch Circuits by ADI
- Provide Circuit(s) for Overhead Lights Around Deck

Piping Systems

- Call-Out and Diagram Piping Sizes of all Suction and Pressure-Side of Systems
- Equipment and Piping Flow Diagram

Electrical Engineering

- Provide Electrical Engineering for Pump and Control Circuits
- Provide Electrical Engineering for Deck Light Circuits

Equipment Room

- Provide 3D Schematic of Pool & Spa Equipment Room(s)

Sections

- Final Sections Through Pool & Spa Showing Horizontal and Vertical Plane Attributes of Structures

Structural Engineering for Pool, Spa and Handicap Lift Footer

- ADA Handicap Lift Footing and Design
- ADI Will Require a Geotechnical Report of the Soil Below the Pool Structure and the Recommendations of the Geotechnical Engineer for the Pool & Spa Shell
- Base Fee Covers Standard Conditions Only, If Helical Piers, Piles or Grade Beams are Required ADI Will Charge for Additional Design Fees

Deck Drainage

- Deck Slopes and Drainage Design

Underwater Lighting

- Provide and Coordinate Underwater Lighting Selections, Conduit Runs, J-Box Locations, Power Requirements and Connection Points

Detail Pages

- Supply Applicable Final Detail Sheets for all Key Components of Pool & Spa Design

Product Data

- Product Data will be Keynoted on Plans

BID AND TENDER SUPPORT

- Review Qualifications of Pool Contractor
- Review Contractor Bids and Provide Recommendations to Owner

CONSTRUCTION ADMINISTRATION (CA)

Permits

- Plans and Calculations Sealed by Arizona Registrant
- ADI will Fill-Out the Health Permit and Assemble the Appropriate Sheets Needed for Submittal
- ADI will Respond to Plan-Check Corrections for Health and Building Permits
- Cost of Permit Borne by Owner

* *Note: The cost of permitting does not include a variance application, presentation or appearance at the Health Department for a variance. If one is required due to a design consideration falling outside the regulatory parameters established by the Health Department then Aqua Design International will bill for time and materials to facilitate the variance application, hearing and approval/denial process*

Meetings

- Unlimited Access to ADI Staff for Phone/Video Conferencing

Construction Administration

- Review Shop Drawing and Equipment Submittals from Pool & Spa Contractor
- Respond to RFI's from Pool & Spa Contractor
- Coordinate with Pool Contractor as Part of Construction Administration
- Collaborate with Pool Contractor to Provide Owner with As-Built Drawings

Inspections

- Includes Two (2) On-Site Inspections During Construction. One at Pre-Shotcrete and one at Final Inspection/Punch List

FEE FOR 100% CONSTRUCTION DOCUMENTS: \$57,000

HOURLY RATES

- Principal \$325/hr
- Project Manager \$200/hr
- CAD Tech \$135/hr
- Spec Writer \$90/hr
- Clerical \$75/hr

DELIVERABLES- Base drawing provided in AutoCAD 2020 or Revit. Detail pages provided as PDF files. Printing cost and shipping/courier cost will be billed as incurred and passed through at cost. Reimbursable expenses must be paid upon receipt and will not be rolled into phase deliverable fees or be subject pay-when-paid provisions.

BID FORM & BILL-OF-QUANTITY (BOQ)- This scope and fee proposal does not include a completed Bid Form for the pool contractor to fill-out with unit and aggregate pricing. The scope and fee proposal also does not include a Bill-of-Quantity. If the Client desires either a Bid Form for the pool contractor to complete or a Bill-of-Quantity, Aqua Design International will provide a modified scope and fee proposal with its inclusion or an add-option for either of those services.

TRAVEL- No out of town travel is included in the base fee. If out of town travel is required, we charge for travel/meeting time; door to door, at \$1,200 per day for Principal, \$800 per day for the Project Manager. We will also bill for reasonable trip expenses for transportation, lodging and meals as a pass-through reimbursable. Air travel over 5 hours per any segment will be business class air.

INSURANCE- You will find our insurance certificate for GL, E+O, Workman's Comp below.

PAYMENT- All of us at Aqua Design International will work hard to meet your expectations. We expect to get paid on time for our efforts. Aqua Design International will not accept payment terms tied to any pay-when-paid clause. Payments are due within 30 days of receipt of invoice. Payments past due will be charged a service fee of 1.5% per month, compounded. Late payments may also result in a stoppage of work until all invoices are paid in full.

TIME FENCES- Consultant shall expect to follow the client's Master Production Schedule (MPS). Consultant recognizes certain; specific, "Time Fence" milestones in this schedule:

Schematic Design: *Flexible* time fence
Design Development: *Moderately firm* time fence
Start of Construction Drawings: *Frozen* time fence

The consultant reserves the right to request a fee modification should changes by the owner cause additional work when demanded past the frozen time fence. Should value engineering past a frozen time fence cause additional work, the consultant reserves the right to request a fee modification.

PHOTOGRAPHY- Upon completion of the reasonable completion of the Project, but before possession and operation of the Project premises is returned the owner, Subcontractor or its agent may access the Project for the purpose of obtaining photographs of the project for use in Subcontractors internal records and marketing materials. Acquisition and use of the photographs described in this Section will be subject to any Project limitations, including non-disclosure agreements and legal limitations, and any specific limitations provided in the Contract.

PROJECT APPROACH AND METHODOLOGY- We listen to our client's desires and determine a way for them to have it. Our staff has completed hundreds of commercial pool projects over the years and fully understand the challenges of obtaining health and building department permits. Additionally, we understand construction costs and have worldwide contacts in the equipment manufacturing and construction industries related to our specialty. All of this is brought forth allowing us to act as the advocate for the Architect, Landscape Architect, and Owner throughout the design process.

Sincerely,



David Acklin



Aden Acklin

Aqua Design International Has Completed the Following Competition/Recreation Pool Design Projects:

Abrego North	Green Valley, Arizona
American International School	Kingston, Jamaica
Andersen Air Force Base	Guam (renovation)
Brophy College Preparatory	Phoenix, Arizona
Cactus Aquatic and Fitness Center	Scottsdale, Arizona (renovation)
Camelback Village Health Club & Spa	Phoenix, Arizona
Camp Humphreys	Anjeong-ri, South Korea
Camp Walker	Daegu, South Korea
Canoa Ranch Recreation Center	Green Valley, Arizona
Chaparral Park Aquatic Center	Scottsdale, Arizona (renovation)
City of Coolidge	Coolidge, Arizona
City of Douglas	Douglas, Arizona
City of Safford	Safford, Arizona
Clark Park	Tempe, Arizona (in design)
Crawfish Aquatic Center	Lafayette, Louisiana



PHOENIX COUNTRY DAY SCHOOL/PHOENIX SWIM CLUB, PHOENIX, AZ

Del Webb Dove Mountain
Eldorado Aquatic & Fitness Center
Equinox Allen Parkway
Equinox Rittenhouse Square
Equinox
Flowing Wells School District
Ina Levine JCC
Instituto Tecnologico de Sonora
Jhara School
Lake Havasu City Aquatic Center
Lynnwood Park
McDowell Mountain Ranch Aquatic Center
Mirehaven
NASA Center for Human Spaceflight Research
Nozomi Aquatic Center
Oro Valley Aquatic Center

Marana, Arizona
Scottsdale, Arizona (renovation)
Houston, Texas
Philadelphia, Pennsylvania
San Ramon, California
Tucson, Arizona (renovation)
Scottsdale, Arizona (renovation)
Ciudad Obregon, Sonora Mexico
State of Kuwait
Lake Havasu, Arizona (renovation)
Brookhaven, Georgia
Scottsdale, Arizona (renovation)
Albuquerque, New Mexico
Houston, Texas
City of Chandler, Arizona (renovation)
Oro Valley, Arizona



SKYLINE AQUATIC CENTER, MESA, AZ

Pasqua Yaqui Tribe Wellness Center
Phoenix Country Day School
Quincie Douglas Aquatic Center
RH Johnson Aquatic Center
Ruth Fisher School
Sahuarita Aquatic Center
Skyline Aquatic Center
Sun City Festival Aquatic Center
The Gallery Sports Center
Tribute Beach
Tucson Country Club
University of Arizona Hillenbrand Pool
University of Arizona Rec Center
Ventana Canyon Golf & Racquet Club
Victory Club at Verrado
X'ian School
YMCA of the Capitol Area

Tucson, Arizona
Paradise Valley, Arizona
Tucson, Arizona
Sun City, Arizona
Tonopah, Arizona (renovation)
Sahuarita, Arizona
Mesa, Arizona
Sun City, Arizona
Marana, Arizona
Dallas, Texas
Tucson, Arizona
Tucson, Arizona
Tucson, Arizona (renovation)
Tucson, Arizona (renovation)
Buckeye, Arizona
X'ian, China
Baton Rouge, Louisiana



MECHANICAL FILTRATION AND CHEMICAL TREATMENT SYSTEM



DAVE ACKLIN
President



KEN PAULSON, RLA
Vice President



RICK BOOTH
Specifications, Scheduling,
Submittal Review



THOMAS SHRANTZ
Principal -
Lead Project Manager



ADEN ACKLIN
Principal - Business
Development & Client Relations



BRAD MORGAN
Project Manager



CHASE NORMAN
Project Manager



TAMMY MCKAY
AR/AP Administrative Liaison



TERRY JOHANSEN
Project Manager, RLA



MELISSA OLIVER
Project Manager,
BIM Manager



JACOB MAYER
Project Manager, PE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
07/15/20

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER: PROFESSIONAL INSURANCE BROKERS, INC. PMB 857, 515 E. CAREFREE HWY PHOENIX, ARIZONA 85085-8839	CONTACT NAME: DELENE F MAHONEY PHONE: 623 465-5300 FAX (A/C No): 623 465-5933 (A/C No. Ext): (No) EMAIL: delene@pibinc.com ADDRESS: delene@pibinc.com PRODUCER CUSTOMER ID: INSURER(S) AFFORDING COVERAGE NAIC #
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INSURED: Aqua Design International, LLC 7534 N La Cholla Blvd Tucson, Arizona 85741	INSURER A: R L I INSURANCE COMPANY 13056 INSURER B: LIBERTY INSURANCE UNDERWRITERS 19917 INSURER C: INSURER D: INSURER E: INSURER F:
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COVERAGES: **CERTIFICATE NUMBER:** 10 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN. THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVO	POLICY NUMBER	POLICY EFF. DATE(MM/DD/YY)	POLICY EXP. DATE(MM/DD/YY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER	X	X	PSB0003603	07/15/20	07/15/21	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ec occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS.COMPIOP AGG \$ 4,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> OWNED AUTOS <input checked="" type="checkbox"/> NON OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS	X	X	PSB0003603	07/15/20	07/15/21	COMBINED SINGLE LIMIT (Ec Accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LAB <input type="checkbox"/> EXCESS LIAB <input checked="" type="checkbox"/> OCCUR CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$	X	X	PSE0002813	07/15/20	07/15/21	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS BELOW	Y/N Y	N/A	PSW0002726	07/15/20	07/15/21	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	<input checked="" type="checkbox"/> PROFESSIONAL LIABILITY		X	AEXNYABB0TY003	07/15/20	07/15/22	EACH CLAIM / AGGREGATE 2,000,000 / 4,000,000

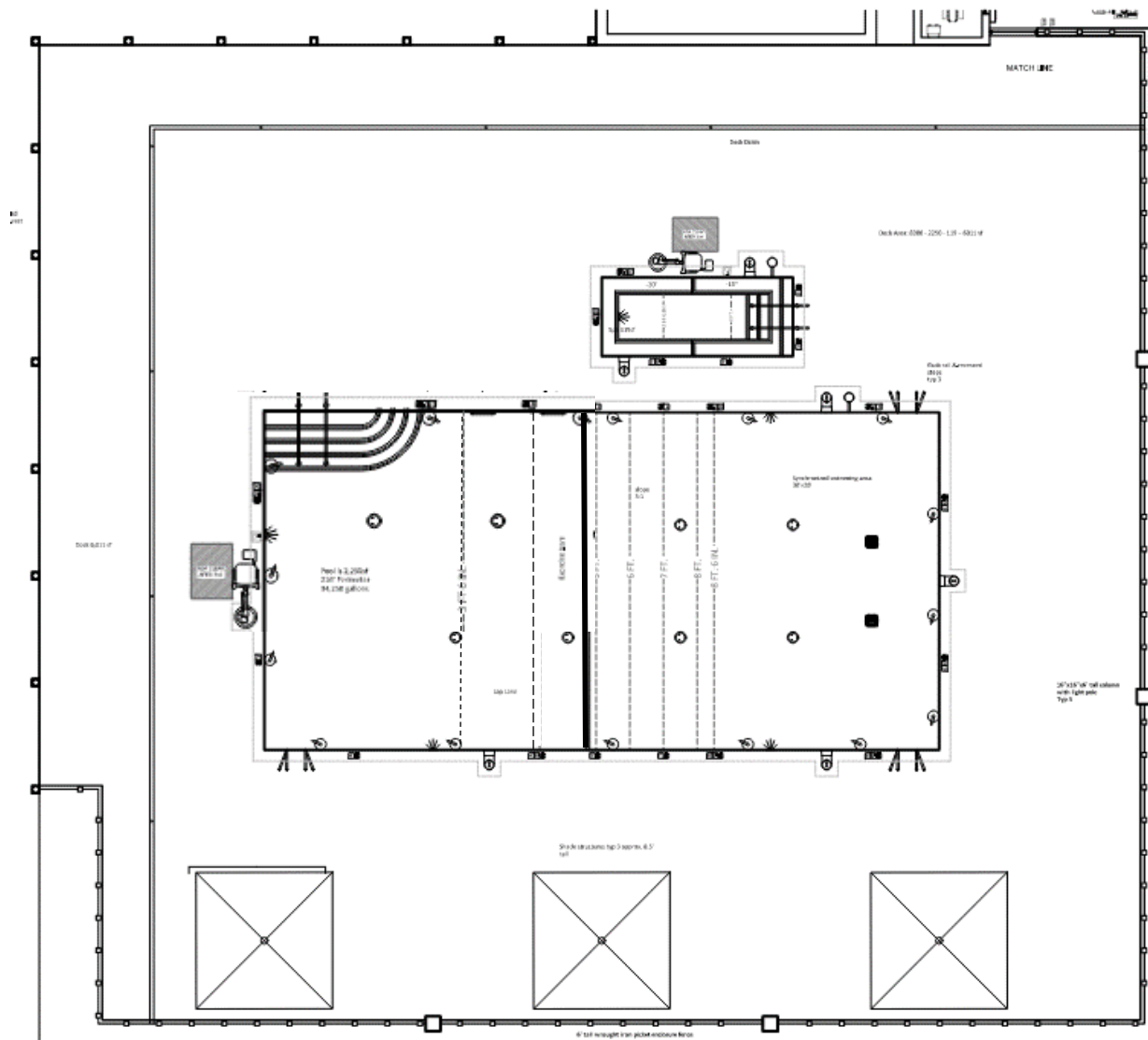
DESCRIPTION OF OPERATIONS /LOCATIONS/VEHICLES (Attach ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER Aqua Design International, LLC 7534 N La Cholla Blvd Tucson, Arizona 85741	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Carol Lantz</i>
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Option #2



Estimated Construction Cost: \$621,000

- Reduces Option #1 pool surface area by 450Ft²
- Stair & pool chair lift access area will be into the main body of the pool
- Total shallow walking area reduced

Option #3

Estimated Construction Cost: \$500,000

- The pool would become 33% smaller (from 2,250sf to 1,500sf).
- The spa would become 33% smaller.
- The deck would remain at 6,075sf.
- To allow for the smaller pool planting spaces would be designed in.
- The Clear Comfort systems could be deleted.
- In lieu of eliminating the Clear Comfort systems, one of the three shade structures may be removed from the design.



Green Valley Recreation, Inc.
Board of Directors Meeting

Prepared By: Scott Somers, CEO

Meeting Date: May 26, 2021

Presented By: Scott Somers, CEO

Consent Agenda: No

Originating Committee/Department: CEO's Office
Action Requested: Consider reimbursement of \$17,324.73 to GVR Pickleball Club for a shade structure at GVR Pickleball Center.
Strategic Plan Focus Area: GVR Services
<p>Background Justification: During the August 26, 2020 Board meeting, the Board approved a Pickleball Club request to erect a shade structure at the GVR Pickleball Center, paid for by the Pickleball Club, with consideration of reimbursement by GVR. Minutes from the August 26, 2020 meeting are attached.</p>
<p>Fiscal Impact: Dependent upon Board direction, funds for this reimbursement could be paid from the Initiatives Fund.</p>
<p>Board Options:</p> <ol style="list-style-type: none"> 1. Reimburse the GVR Pickleball Club \$17,324.73 for the cost and installation of a shade structure at the GVR Pickleball Center. 2. Reimburse the GVR Pickleball Club a different amount for the cost and installation of a shade structure at the GVR Pickleball Center. 3. Do not reimburse the GVR Pickleball Club \$17,324.73 for the cost and installation of a shade structure at the GVR Pickleball Center.
<p>Staff Recommendation: Staff will take direction.</p>
<p>Recommended Motion: Potential motion: <i>I move to Reimburse the GVR Pickleball Club \$17,324.73 for the cost and installation of a shade structure at the GVR Pickleball Center.</i></p>
<p>Attachments:</p> <ol style="list-style-type: none"> 1. August 26, 2020 Board meeting minutes



GVR Mission Statement: *"To provide recreational, social and leisure education opportunities that enhance the quality of our members' lives."*

A regular meeting of the GREEN VALLEY RECREATION, INC. BOARD OF DIRECTORS was held Wednesday, August 26, 2020 by teleconference. The President being in the chair and the Secretary being present.

Directors Present by Remote: Don Weaver (President), Mike Zelenak (Vice President), Beverly Tobiason (Secretary), Donna Coon (Treasurer), Mark Kelley (Assistant Secretary), Christine Gallegos, Bev Lawless, Mark McIntosh, Charles Sieck, Sandra Thornton, Jen Morningstar (Interim CEO) (non-voting)

Absent: Randy Howard (Assistant Treasurer), Gail Vanderhoof

Visitors: 43

1. Call to Order/Establish Quorum

President Weaver called the meeting to order at 2:00pm MST.

Roll was called and a quorum established.

President Weaver extended condolences to Gail Vanderhoof and Beverly Tobiason on their loss of a family member.

2. Adopt Agenda

MOTION: Zelenak/Seconded. Adopt Agenda as amended.

Passed: unanimously

3. Consent Calendar

MOTION: Coon/Seconded. Approve Consent Calendar as presented.

- July 29, 2020 Minutes
- July 2020 Financial Statements

Passed: unanimously

4. Bylaws Committee Update – M. Zelenak

MOTION: Zelenak/Seconded. Meet in closed session with GVR Attorney Wendy Ehrlich to discuss Policy Governance before moving forward with Policy Governance in order for the Board to make an informed decision.

Failed: Yes – 5 (Zelenak, Coon, Gallegos, McIntosh, Lawless); No – 5

5. Policy Governance – B. Tobiason

A. Consulting Services – GVR Board has approved some additional consulting hours with Brown Dog Consulting of up to 40 hours of consulting, primarily around implementation, to an upwards of \$5,000.

B. Policy Updates:

- 1. Initial Ends Interpretation at November 2020 meeting; and Ends Monitoring Report as scheduled in March 2021**

Discussion – changed November to October as no meeting in November.

MOTION: Tobiason/Seconded. Approve Initial Ends Interpretation at October 2020 meeting; and Ends Monitoring Report as scheduled in March 2021.

Passed: Yes – 6; No – 4 (Lawless, Gallegos, Zelenak, Thornton)

C. EL 2.8 change monitoring schedule from twice per year to once (October)

MOTION: Tobiason/Seconded. EL 2.8 Change monitoring schedule from twice per year to once (October).

Passed: Yes – 8; No – 2 (Gallegos, Zelenak)

D. Annual Member Survey in November (or with Annual Invoice)

- Ed Knop has agreed to help with both annual and mini surveys.
- Education Subcommittee for Policy Governance established with Jerry Humphrey as Chair.

E. PG Manual Verbiage Changes

1. Individual members (when speaking of Board members) to Directors

MOTION: Tobiason/Seconded. Change “members” (when speaking of Board members) to “Directors.”

Passed: Yes – 8; No – 2 (Gallegos, Zelenak)

2. GVR members to GVR member-owners

MOTION: Tobiason/Seconded. Change GVR “members” to “member-owners.”

Passed: Yes – 6; No – 4 (Gallegos, Lawless, McIntosh, Zelenak)

Director Tobiason requested that Directors review the CEO section of the split CPM sent to them by Director Lawless and send any feedback to Director Tobiason and Bob Northrup within one week.

Director Tobiason gave an overview of Board emails received in the past month from 66 members. Thank you for hard work from President Weaver.

6. Committee Reports

A. Board Affairs – C. Gallegos, Chair

1. Revisions to the Board of Directors Code of Conduct and Acceptance of Board Code of Conduct Enforcement Procedures

MOTION: Gallegos/Seconded. Accept proposed changes to the Board of Directors Code of Conduct and accept the Board Code of Conduct Enforcement Procedures, as amended, adding the change to 4.b) Removal from office, if the Director is an officer, per A.R.S. §10-3843(B).

Passed: Yes – 7; No – 2 (Thornton, Sieck); Abstain – 1 (Kelley)

B. Fiscal Affairs – D. Coon, Chair

Chair Coon reported for Fiscal Affairs Committee. In discussion it was asked if Interim CEO Morningstar could find out how much revenue is realized for programs from outside the membership.

C. Planning & Evaluation – D. Coon (for R. Howard, Chair)

- 1(a). Pickleball Center Shade Structure (funded by Pickleball Club)

MOTION: Coon/Seconded. Approve the Pickleball Club request to erect a 29' by 26' shade structure at the GVR Pickleball Center with installation by a licensed contractor, and funding by the GVR Pickleball Club in the amount of \$17,324.73, with consideration of reimbursement by GVR, to be completed no later than December 31, 2021.

Passed: Yes – 9; No – 1 (Kelley)

- 1(b). Pickleball Club Donor Wall – Gina Rowsam and Tim Stewart of the PBC joined the meeting and presented their plan to erect a donor wall at the Pickleball Center at the club's expense.

MOTION: Coon/Seconded. The GVR Board of Directors approves the use of the East Wall of the Pickleball Center building for the mounting of the donor wall sculpture by the Pickleball Club.

Passed: unanimously

2. WSM Preliminary Design Proposal for West Center Wood Shop Expansion – WSM has presented a quote of \$12,400 for a Schematic Design Study of 2 options for the Wood Shop expansion. The Wood Shop has indicated that they will donate \$4,000 toward the expense of the study.

MOTION: Coon/Seconded. Approve the expenditure of \$8,400 for WSM Schematic Design Study for Wood Shop expansion with funding source to be determined by the Fiscal Affairs Committee.

Motion tabled following discussion.

D. Investments – B. Lawless, Chair

Chair Lawless reported for the Investments Committee and presented the July 2020 investment report.

E. Nominations & Elections – M. McIntosh, Chair

Chair McIntosh reported for the Nominations & Elections Committee.

F. CEO Search Committee – D. Weaver (for R. Howard, Chair)

President Weaver reported for the CEO Search Committee - 35 applications received to date. The Committee has determined to grant two applicants a preliminary interview. Other applications are in the process of review, which may produce other applicants to be interviewed.

7. New Business – none

8. GVR Foundation Report – Jim Counter

President Counter reported:

- GVRF working on updates to the RetireArizona website and determining future of website and how to support it.
- GVR/GVRF Ad Hoc Committee to meet before next GVR Board meeting to discuss Resource Sharing Agreement.
- Working on 2021 Foundation Games Pickleball Tournament as a fundraiser for GVRF and Greater Green Valley Community Foundation (GGVCF). Received GVR and Pima County approvals.

- GVRF requests GVR to complete a Request for Funding (grant application) in order for the Foundation to apply to Freeport-McMoRan Foundation on GVR's behalf for a \$10,000 grant to help with PPE equipment due to the COVID pandemic.

MOTION: Weaver/Seconded. GVR Board requests GVR Foundation to apply for a \$10,000 grant for PPE equipment from Freeport-McMoRan Foundation on GVR's behalf.

Passed: unanimously

9. Pickleball Center Naming – President Weaver

Several past GVR Presidents are planning an event to honor former GVR CEO Kent Blumenthal in October 2020. They requested the GVR Board consider naming the Pickleball Complex after Dr. Blumenthal, which the GVR Board approved this naming in July 2020. Dr. Blumenthal agreed to accept this honor. GVR Attorney Wendy Ehrlich will develop a waiver for Dr. Blumenthal to sign indicating his agreement.

10. Policy Governance 3.1 – C. Sieck

Director Sieck reminded all that at each meeting a member will evaluate the meeting's adhering to Policy Governance guidelines. Director Sieck feels that a great job was done by the Board this month and Interim CEO Morningstar concurred. President Weaver asked that B. Tobiason monitor next month's meeting to which she agreed.

11. Member Comments – 8

12. Adjournment

MOTION: Zelenak/Seconded. Adjourn meeting at 4:20pm MST.

Passed: unanimously



Green Valley Recreation, Inc.

Board of Directors Meeting

Prepared By: Jen Morningstar,
Director of Administrative Services

Meeting Date: May 26, 2021

Presented By: Scott Somers, CEO

Consent Agenda: No

Originating Committee/Department: Board Affairs Committee
Action Requested: Approve guest fee reduction from \$4 to \$2 for Green Valley Square and Round Dance Club in 2021.
Strategic Plan Focus Area: n/a
Background Justification: This is a continuation of fee reduction that has been granted to the Square and Round Dance Club for several years.
Fiscal Impact: loss of \$2 per guest in revenue in 2021
Board Options: <ol style="list-style-type: none">1. Approve guest fee reduction from for 20212. Disapprove guest fee reduction for 2021
Staff Recommendation: staff will take direction from the Board.
Recommended Motion: I move the Board of Directors approve guest fees for Square and Round Dance Club from \$4 to \$2 for the remainder of 2021
Attachments: none



BOARD OF DIRECTORS & COMMITTEES 2021-2022 Meeting Schedule

BOARD OF DIRECTORS MEETINGS

			Type	Agenda Items
Wednesday, June 16, 2021	10am	WC/Elec		Board of Directors Work Session strategic planning
Wednesday, June 23, 2021	2pm	WC/Elec		Board of Directors Regular Meeting EC pool construction Contract EC African Daisies
Wednesday, July 21, 2021	10am	WC/Elec		Board of Directors Work Session Strategic Plan
Wednesday, July 28, 2021	2pm	WC/Elec		Board of Directors Regular Meeting Strategic Plan - Approve Mission/Vision Statements & Goals
Wednesday, August 18, 2021	10am	WC/Elec		Board of Directors Work Session camera live feeds / real-time participation information for members
Wednesday, August 25, 2021	2pm	WC/Elec		Board of Directors Regular Meeting
Wednesday, Sept. 15, 2021	10am	WC/Elec		Board of Directors Work Session
Wednesday, Sept. 22, 2021	2pm	WC/Elec		Board of Directors Regular Meeting tentative budget (& fee schedule) CPM restructure
Wednesday, October 20, 2021	10am	WC/Elec		Board of Directors Work Session
Wednesday, October 27, 2021	2pm	WC/Elec		Board of Directors Regular Meeting
Wednesday, December 1, 2021	10am	WC/Elec		Board of Directors Work Session
Wednesday, December 8, 2021	2pm	WC/Elec		Board of Directors Regular Meeting
Wednesday, January 19, 2022	10am	WC/Elec		Board of Directors Work Session
Wednesday, January 26, 2022	2pm	WC/Elec		Board of Directors Regular Meeting set record date for 2022 election
Wednesday, February 16, 2022	10am	WC/Elec		Board of Directors Work Session
Wednesday, February 23, 2022	2pm	WC/Elec		Board of Directors Regular Meeting
Wednesday, March 23, 2021	2pm	WC/Elec		Board of Directors Regular Meeting
Wednesday, March 30, 2022	9am	WC/Elec		Annual Meeting of the Corporation

NOTES

*next ES - expectation for posting ES minutes

board of directors social media presence

new director policy governance training