



AGENDA

BOARD OF DIRECTORS SPECIAL MEETING

Wednesday, March 8, 2023 – 2pm

West Center Auditorium / Zoom

*Code of Conduct

Directors: Kathi Bachelor (President), Donna Coon (Vice President), Bart Hillyer (Secretary), Carol Crothers (Treasurer), Laurel Dean (Assistant Secretary), Jim Carden (Assistant Treasurer), Nancy Austin, Barbara Blake, Ted Boyett, Beth Dingman, Steve Gilbert, Bev Lawless, Scott Somers (non-voting)

AGENDA TOPIC

- 1. Call to Order / Roll Call – Establish Quorum**
- 2. Amend/Adopt Agenda**
- 3. Action Items**
 - A. Award Contract for Glass Arts Studio (Jund)
 - B. Decision on Architectural Drawings for the Ceramics Club Space (Jund)
- 4. Member Comments** - Regarding Consent Agenda and/or Non-Agenda Items. Speakers are asked to provide their name and GVR member number. Please limit comments to two (2) minutes.
- 5. Adjournment**



Green Valley Recreation, Inc.

Board of Directors Special Meeting

Award of Contract for Glass Artists Improvement Project

Prepared By: Scott Somers, CEO

Meeting Date: March 8, 2023

Presented By: Scott Somers, CEO

Consent Agenda: No

David Jund, Facilities Director

<p>Originating Committee / Department: Administration and Facilities</p>
<p>Action Requested: Award a contract for the Glass Artists Improvement Project</p>
<p>Strategic Plan: GOAL 1: Provide excellent facilities for members to participate in a variety of active and social opportunities</p>
<p>Background Justification: The Glass Artists Club became a GVR club in 2016. Since space at GVR is limited, they have operated out of the North Abrego Center meeting room (approximately 750 sq ft) and are utilizing a shed in the parking lot. Their kilns are located in a narrow storage area at West Center (approximately 405 sq ft). In 2020, GVR purchased the then Canoa Hills Golf Clubhouse as a potential permanent location for the Glass Artists Club, a growing and popular club (see membership growth rate attached). Architectural plans were developed to house the Club in the lower level of the Clubhouse (approximately 4,280 sq ft, but expandable to approximately 4,800 sq ft) and at an estimated cost of \$1,600,000. In July of 2021, GVR paused the project due to the potential high cost, and began researching other more cost-effective solutions.</p> <p>Immediately after the pause, staff begin exploring opportunities for improved facility utilization. Staff and the Planning and Evaluation Committee (P & E) Chair met with the boards from several clubs, including, but not limited to, Glass Artists, Ceramics, and Lapidary, to discuss their club’s interests and needs. Staff presented this history, background, and process during the Board of Directors’ December 6, 2021, Work Session (please see the attached staff report and Minutes). During the Board’s Regular meeting on December 15, 2021, the Board unanimously supported a motion to direct staff to pursue the recommendation made by the Planning and Evaluation Committee (P & E) to pursue the Plan A capital plan as presented, which included Phase I design services for an Arts Center at West Center to potentially house the Glass Artists Club, Lapidary, and Metal (please see the attached staff report, exhibits, and Minutes). Please note, included in the staff report, the Facilities Organization Options Survey reiterated the results of the 2018 member survey, which mirrored the member feedback gathered during the master planning in 2016, which indicated that <i>Improved spaces for cramped clubs</i> ranked #2 as a priority.</p> <p>Staff provided an update on Plan A during the P & E Committee meeting on February 10, 2022. At that meeting, staff introduced the concept of creating a Fine Arts Campus at Santa</p>

Rita Springs and discussed potential use or repurposing of currently underutilized space at Santa Rita Springs to allow for the expansion and relocation of existing arts clubs. At that time, the concept of including Glass Arts at an Arts Center at West Center remained, but the concept of relocating Ceramics to Santa Rita Springs was being explored (please see the attached staff report, exhibits, and Minutes).

During the May 18, 2022, Board of Director's Work Session, the Board was asked to review concept drawings and cost estimates associated with a potential Arts Center at West Center and discuss how best to move forward. During the meeting, staff pointed out that in order for an Arts Center to move forward, a loan would likely be needed, but that it remained to be seen as to whether the GVR membership would support the use of debt financing for this endeavor. Staff also provided an update on the relocation of clubs and spaces. Here are a few mentioned:

- Arts and Crafts Club moving from Desert Hills to Santa Rita Springs
- Ceramics Club expanding into vacated Arts and Crafts Club at Desert Hills
- Billiards at Desert Hills moving to the Canoa Hills Clubhouse to allow for Fitness Center expansion at Desert Hills
- Computer Club moving to the Kino Room at Santa Rita Springs. *Note that the Computer Club was first offered space at Desert Hills in the current fitness and poker rooms (1,911 sq ft versus the 909 sq ft Kino Room the Club chose to move into)*
- Glass Artists Club possibly moving into 4,200 sq ft of vacated Computer Club space at Santa Rita Springs

To continue moving forward, staff mentioned that the clubs would need to meet individually and collectively with a space planner (architect) to layout plans. The Minutes reflect that the Board agreed to allow the clubs and staff to work on the placements and bring back to the Board for approval (please see the attached staff report and Minutes). Since the Board work session on May 18, 2022, the following actions have occurred at Committee and Board meetings:

October 13, 2022, Planning and Evaluation Committee meeting

- *Motion to reduce the FY2023 budget amount in the Proposed 2023 Budget Capital Improvement Plan for the Glass Artists Project from \$700,000 to \$300,000, essentially making the project budget amount \$500,000 instead of \$900,000 over the years 2022-2023.*

October 14, 2022, the Fiscal Affairs Committee (FAC) work session

- The P&E Committee's recommendations were made to the FAC. They discussed the 2023 Proposed Budget but there was no action taken because it was a work session.

October 18, 2022, Fiscal Affairs Committee meeting

- The committee members discussed the P & E recommendations.
- *The FAC motioned to recommend to the Board to adopt the 2023 Proposed Budget recommended by the CEO, which included the Capital Improvement Plan, a budget of \$700,000 for 2023 (a total project budget of \$900,000 when including \$200,000 from 2022).*

October 26, 2022, Board of Directors Regular meeting

- *Motion made to adopt the 2023 Proposed Budget, which included the Capital Improvement Plan, proposed by the CEO and recommended by the FAC. Motion was approved by a 7-5 vote.*

January 25, 2023, Board of Directors Regular meeting (Staff Report and Minutes attached)

- Staff presented a sole source, not to exceed contract for the Glass Artists Project in the amount of \$884,000 to Barker Contracting with the understanding that the final cost would be lower due to additional value engineering elements not included in their base bid. Note that the bids received based on the RFP were based on revised drawings which included ALL of the Value Engineering (VE) cost savings measures identified.
- Some Board members expressed concern that a request for proposals (RFP) or invitation to bid (ITB) was not issued and expressed concern that the project was too big and too expensive.
- *Motion made to award a contract to the contractor. The motion failed on a 6-6 vote.*

A request for proposals (RFP) (see attached) for this project was issued on February 3, 2023, with an initial submittal due date of February 22, 2023, but was extended to March 1, 2023 to allow contractors more time to prepare and submit their proposals. Staff reached out to three qualified general contractors directly, inviting their proposals, and posted the RFP on the GVR website to allow additional contractors the opportunity to submit proposals. Two (2) proposals were received from the following contractors along with their bid price to construct the project:

- Canyon Building & Design: \$734,232.38
- Division II Construction Co. Inc.: \$701,503.00

Proposals were placed on the Board-secured website for Board member review only since many contractors require their proposals be kept confidential to avoid sharing proprietary information.

Both proposals received are from reputable qualified general contractors. Neither proposal was complete per the RFP issued. Canyon Building & Design submitted their proposal prior to the 4pm deadline. Division II Construction Co. Inc. submitted their proposal after the 4pm deadline. GVR MAY reject late bids but isn't required to per the RFP. Staff is not recommending to reject any bids. Canyon Building & Design's proposal provides a complete breakdown of costs; whereas, Division II Construction Co. Inc.'s does not, but only provides their bid number. Therefore, since Canyon Building & Design submitted a more complete proposal and submitted their proposal by the deadline, staff is recommending the Board award the contract to Canyon Building & Design in an amount not to exceed \$734,232.38.

Architectural costs to date concerning the Glass Artists Project:

WSM Clubhouse field verification: \$6,000

Scott Rumell at Canoa Hill Clubhouse: \$17,101.65 (includes Ceramics and Glass Artists space)

WSM Glass Artists Project at SRS: \$54,475

Total: \$77,576.65

Board Options:

1. Award a contract for the Glass Artists Improvement Project to Canyon Building & Design, with an amount not to exceed \$734,232.38, and authorize the President to sign the contract, subject to legal counsel final review and approval.
2. Award a contract for the Glass Artists Improvement Project to Division II Construction Co. Inc. with an amount not to exceed \$701,503.00, and authorize the President to sign the contract, subject to legal counsel final review and approval.

3. Reject any and all proposals and award a contract to Barker Contracting, Inc. with an amount not to exceed \$884,000, and authorize the President to sign the contract, subject to legal counsel final review and approval.
4. Reject any and all proposals and rebid the project.
5. Reject any and all proposals and direct staff how to move forward.

Staff Recommendations:

Option #1

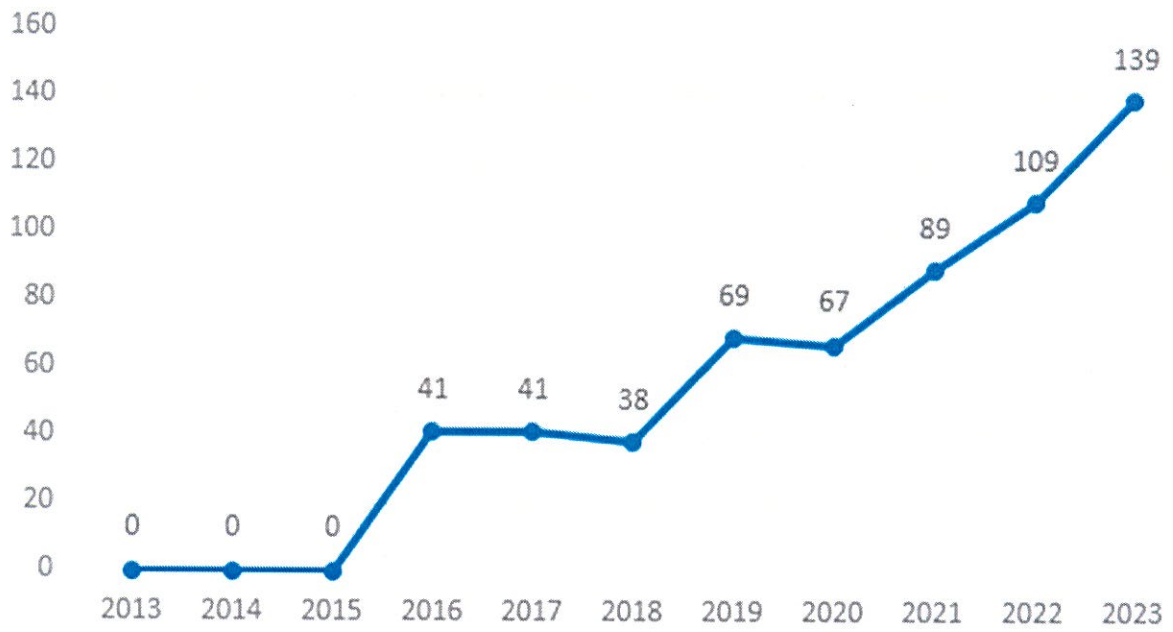
Recommended Motion:

Award a contract for the Glass Artists Improvement Project to Canyon Building & Design, with an amount not to exceed \$734,232.38, and authorize the President to sign the contract, subject to legal counsel final review and approval.

Attachments:

1. Glass Artists Club growth rate since inception
2. December 6, 2021 Staff Report and Board Work Session Minutes
3. December 15, 2021 Staff Report and Board Meeting Minutes
4. February 10, 2022 Planning and Evaluation Committee Agenda, Exhibit and Minutes
5. May 18, 2022 Staff Report and Board Work Session Minutes
6. January 25, 2023 Staff Report and Board Meeting Minutes
7. Capital Costs Related to Hobby and Non-Dedicated Clubs
8. Request for Proposals (RFP) and Addendum

GVR Glass Artists Club





Green Valley Recreation, Inc.
Board of Directors Work Session

Prepared By: David Jund, Facilities Director **Meeting Date:** December 6, 2021

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

Originating Committee / Department: Planning & Evaluation Committee/ Staff
Action Requested: Review and discuss the Planning and Evaluation Committee's recommendation of Plan A as submitted by staff to the Committee on 12/2/2021.
Strategic Plan Focus Area: Goal #1
<p>Background Justification:</p> <p>Tasked with finding potential options for a permanent dedicated location for the GVR Glass Artists Club as well as resolving long standing space constraints being felt by numerous other clubs and activity specific rooms, staff and the P&E Committee began exploring possible solutions. At the Board of Directors meeting on July 28, 2021, a pause in proceeding with construction at the Canoa Hills Clubhouse as the future home for the Glass Artists Club and new home for the Ceramics Club was recommended in order to give the Board and staff time to review alternative concepts.</p> <p>Over the ensuing 4 months, staff reviewed the 10yr. Strategic Master Plan, previous capital plans, club requests, and construction histories of each GVR facility. Underutilized spaces throughout GVR were also explored as areas for potential repurposing to accommodate needs for clubs and the general membership.</p> <p>The primary dedicated space clubs that have been experiencing space constraints are Glass, Lapidary, Ceramics and Metal Arts. The idea of incorporating a consolidation of the 3 Lapidary studios into one studio has been on several capital plans, including the 10yr. Strategic Master Plan. The consolidation of Lapidary creates a critical path that frees up 5 rooms of a</p>

combined 4000 square feet of space to be repurposed for member-use classroom/meeting rooms.

As concepts began to develop, the idea of an industrial arts complex at West Center that could not only take on a consolidation of Lapidary but also other similar forms of hobby shops and studios on one campus began to take shape. This idea had been mentioned in the 10yr. Strategic Master Plan and has been discussed at P&E over recent years.

The development of social gathering spaces has also been identified in several capital plans, surveys and at the P&E committee level since 2016 as important for GVR members.

Two primary underutilized spaces, the shuffleboard courts at Desert Hills and West Center were considered as spaces with great potential to be repurposed. The Desert Hills Fitness Center had been identified by past P&E committees for expansion and relocation onto the center's shuffleboard courts. With the Woodworkers, the Artisans' Shop, one Lapidary Studio and the kilns and store of the Glass Artists Club currently on the West Center campus, staff began looking at the repurposing of the shuffleboard courts as a location for a large industrial arts complex that could house a dedicated studio/classroom space for Glass Artists, consolidated Lapidary Studio and an expanded Metals Arts Club.

Meetings were conducted with leadership of several clubs, users of fitness centers, P&E Chair Boyett and staff to discuss current and future space needs. Development of two plans, A & B, showing options for finding a dedicated space for Glass Artists Club and expansion of Ceramics began.

Plan A identifies a West Center industrial arts complex, expansion of Ceramics and the Artisans' Shop, expanding the Desert Hills Fitness Center, and social gathering spaces to be developed. Plan A has a critical path freeing up spaces that can positively impact a significant number of members.

Plan B has no critical path but does provide a home for the Glass Artists Club at the Canoa Hills Clubhouse and a smaller scale expansion of Ceramics at Desert Hills or a potential move to Santa Rita Springs.

Both plans show an expansion of a Desert Hills fitness center.

Fiscal Impact:

Plan A is projected as a 2-year project with costs estimated at \$3,275,000 in year one (2022) and \$3,050,000 in costs the following year. This project is expected to require debt financing to reach the final product.

Plan B is also projected as a 2-year project with costs estimated at \$2,136,000 in year one (2022) and \$300,000 in costs the following year. This plan requires no debt financing to be accomplished.

Board Options:

The Board of Directors are asked to review Plan A and provide direction to the P&E Committee and staff on moving forward, with potential adoption of a plan at the Board's December 15th Regular meeting.

Staff Recommendation:

NA

Recommended Motion:

NA

Attachments:

- Facilities Survey – Preliminary Results
- Plan A and B “Bubbles”
- Plan A & B Cash Flow



MINUTES

BOARD OF DIRECTORS WORK SESSION

Monday, December 6, 2021

Zoom

Directors Present: 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, Connie Griffin, Bart Hillyer, Bev Lawless, Scott Somers (non-voting)

Staff Present: David Jund (Facilities Director), Nanci Moyo (Administrative Supervisor), Kris Zubicki (Recreation Services Director)

Visitors: 18

AGENDA TOPIC

Called to Order at 2:40pm

1. Greater Green Valley Community Foundation (GGVCF), Executive Director Michelle Phillips, recent advertising policy changes that affect local organizations.

Executive Director Michelle Phillips shared a brief history and mission for the GGVCF. The request from GGVCF is a community-building strategy that links the community, non-profits, and charity organizations.

GVR would like to have a work group to study this further and bring ideas to the table.

2. Discuss Board email issues - IT capabilities regarding limited outgoing emails from the Board.

The Board discussed Board emails and the need to limit discussions through emails due to a possibility of a quorum forming.

A possible solution is Information Technology (IT) Department creating rules on Outlook to limit emails and the responses.

Board Affairs can review the CPM section on Board Emails and come back to the Board with any changes and solutions.

3. The N&E Committee would like to discuss the Candidate Forum questions in a closed format without other Board Directors not on the committee and only committee members. N&E will ask the BOD for clarification and direction on two related topics to discuss at the Work Session in December: 1) holding a closed meeting to discuss questions for candidates with committee members only, and 2) is any committee or subcommittee

*In accordance with GVR Bylaws, all meetings of the Board at which official business of The Corporation is transacted, with the exception of meetings limited to personnel and/or legal matters, shall be open to all members of The Corporation. An executive session "placeholder" is added to each Regular Meeting Board agenda should the Board have personnel and/or legal matters to address. Meetings shall be governed by Roberts Rules of Order unless otherwise determined by the Board of Directors.

allowed to close a meeting to only committee members and under what circumstances.

The Board discussed whether to have closed meetings for the N&E Committee to discuss candidate questions and if other committees have closed meetings with committee members only. Having the N&E discuss the candidate questions for forums in a closed meeting is to not show bias to any of the candidates as questions are chosen. This topic needs more discussion and resolution at a future meeting.

4. Facility Operation/Organization (Canoa Hills Clubhouse/WC & Desert Hills Shuffleboard), P&E Recommendations and Survey Results.

The P&E Committee is tasked to look at the facilities operation and organization regarding Canoa Hills Clubhouse, West Center and Desert Hills, and the Fiscal Affairs Committee (FAC) is tasked with the funding of proposed facilities.

The presentation reviewed the survey from the membership with these highlights:

- Nearly 90 percent approved of updating and expanding the Desert Hills and Canoa Hills Fitness Centers;
- 75 percent agreed with improving space for a cramped club by renovating the lower level into a dedicated space for the Glass Arts Club;
- Upper level of the Canoa Hills Clubhouse had a 50/50 percent split for improving space for a cramped club or having a social gathering place with a café/coffee;
- Nearly 85 percent would like the West Center shuffleboard courts repurposed to an Industrial Arts Center with enhanced shuffleboard courts at Abrego South with picnic areas and restrooms.
- Plan A recommendations from P&E and the staff include:
 - Desert Hills repurpose the shuffleboard courts and billiards to an expanded larger fitness center;
 - A West Center Industrial Arts Complex would include Glass Arts, Metal Arts, consolidated Lapidary which would allow the Woodworking to expand at West Center and Ceramics could move into the Desert Hill Lapidary space or even the under-utilized space at Santa Rita Springs;
 - Possible social gathering space at West Center courtyard/lobby or upper story of the Canoa Hills Clubhouse;
 - Expand the billiards in the basement of the Clubhouse.

Possible financing for Plan A and Plan B was discussed with a general consensus from the Board to move forward by seeking architectural feasibility study and fee costs from concept drawings. The Board will have a motion at the Regular Board Meeting on December 15 to move forward with a clause of not to exceed amount for architectural work.

5. Adjournment: Meeting was adjourned at 5:23pm.

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Green Valley Recreation, Inc.
Board of Directors

Prepared By: David Jund, Facilities Director **Meeting Date:** December 15, 2021

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

<p>Originating Committee / Department: Planning & Evaluation Committee/ Staff</p>
<p>Action Requested: At a cost not to exceed \$50,000, direct staff to pursue the recommendation made by the P & E Committee to pursue the Plan A capital plan, as presented and attached, which includes Phase 1 design services for an Arts Center at West Center and a fitness center expansion at the Desert Hills Center shuffleboard location, with the understanding that staff will present the results of the Phase 1 design to the Board once completed, at which time, the Board will provide direction to staff on how and if to proceed.</p>
<p>Strategic Plan Goal #1: Provide excellent facilities for members to participate in a variety of active and social opportunities.</p>
<p>Background Justification: Based on details presented to the Board of Director’s at the December 6, 2021 work session, the Board is being asked to direct staff to move forward with Phase 1 design services of an Arts Center at West Center and a fitness center expansion at the Desert Hills Center.</p> <p>Phase 1 Design services include:</p> <ul style="list-style-type: none"> • Program/scope confirmation • Building concepts (conceptual/schematic) • Construction cost estimates • Establish a Total Project Budget • Schedule, etc.

Fiscal Impact:

A cost not to exceed \$50,000 from the Initiatives Fund. With approval and directive from the Board to proceed, staff will reach out to a preferred architectural firm to obtain a fee for Phase 1 design services.

Board Options:

1. Pursue Plan A as recommended by the P & E Committee
2. Pursue Plan B.
3. Provide alternative direction to staff.

Staff Recommendation:

Option #1

Recommended Motion:

Move to direct staff to pursue the recommendation made by the P & E Committee to pursue the Plan A capital plan, as presented and attached, which includes Phase 1 design services, the costs of which shall not exceed \$50,000, for an Arts Center at West Center and a fitness center expansion at the Desert Hills Center shuffleboard location, with the understanding that staff will present the results of the Phase 1 design to the Board once completed, at which time, the Board will provide direction to staff on how and if to proceed.

Attachments:

- Facilities survey results
- Plan A and Plan B illustration map
- Capital Plans for A and B



Facilities Organization Options Survey

Over the late summer and fall of 2021, staff and the GVR Planning and Evaluation Committee (P&E) developed a number of facility use options intended to address the membership's recreation facility priorities. When the Canoa Hills Clubhouse purchase was completed, and preliminary plans for the building were estimated to cost nearly \$2 million, staff and P&E put the plan on hold to see if other options could accommodate the clubs in need of space, while increasing the number of members who would benefit from a multi-million dollar investment.

Based on the results of the 2018 member survey, which mirrored the member feedback gathered during master planning in 2016, GVR members most want:

1. Improved fitness facilities
2. Improved spaces for cramped clubs
3. Social gathering spaces
4. Walking paths and natural areas (since provided by Pima County at the Historic Canoa Ranch and the Canoa Hills Trails Park)

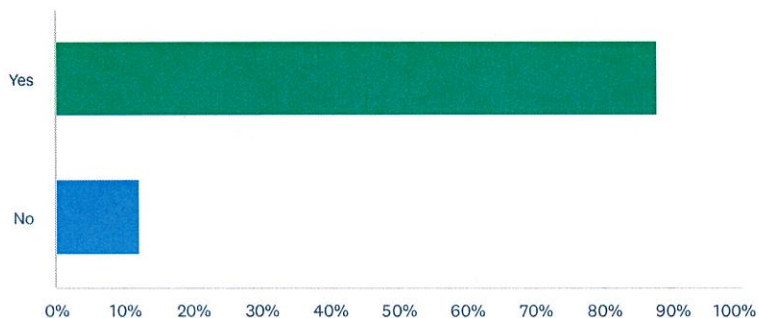
Several clubs, meanwhile, are in need of space with some needs being urgent. As a point of interest, since this survey was published, the Glass Arts Club has endorsed a plan to occupy an industrial arts complex at West Center, should that be built in a timely fashion.

The Planning and Evaluation Committee asked members to provide them with a little direction via the informal survey below. It was distributed via eblast, posted on the GVRRec.org homepage and lobby computers, and both digital and paper posters invited members to participate. The survey was completed by 949 people between November 19 and December 6.

The first question asking for the respondent's member number has been omitted.

Q2 The shuffleboard courts at Desert Hills have been essentially defunct for several years with no ill effect on the Shuffleboard Club. Do you support providing improved fitness facilities by creating an updated and expanded fitness center in that space, replacing the current cramped fitness centers at Desert Hills and Canoa Hills (combined average of 5273 uses per month in season)?**

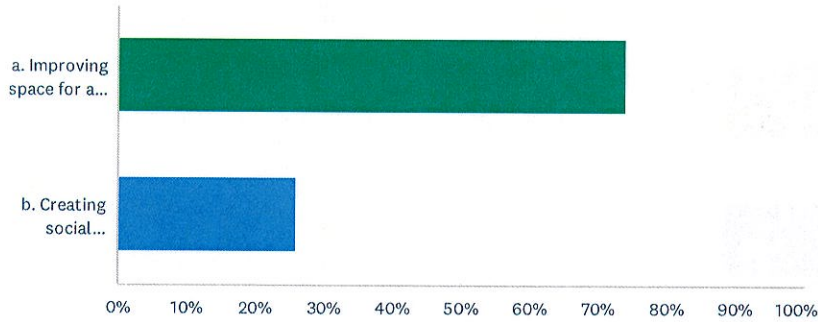
Answered: 927 Skipped: 22



ANSWER CHOICES	RESPONSES	
Yes	87.92%	815
No	12.08%	112
TOTAL		927

**Q3 The Canoa Hills Clubhouse includes a 4,000 square foot lower level.
Which option do you prefer?**

Answered: 897 Skipped: 52



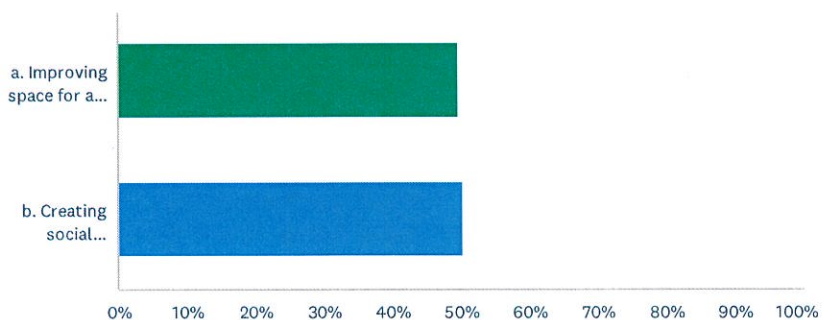
ANSWER CHOICES

RESPONSES

a. Improving space for a cramped club by renovating the lower level into dedicated space for the Glass Arts Club which is now working out of the meeting space at Abrego North and storing their tools and materials in a shed in the parking lot between sessions.	74.02%	664
b. Creating social gathering space by renovating the lower level into a game room to house the Billiards Club, Men's Poker Club, and any of the general membership wishing to get together for cards or other tabletop games. ****	25.98%	233
TOTAL		897

Q4 The Canoa Hills Clubhouse also has a top floor overlooking the Canoa Hills Trails Park. It was previously split between a café/bar and a pro shop with offices. Which option do you prefer?

Answered: 911 Skipped: 38



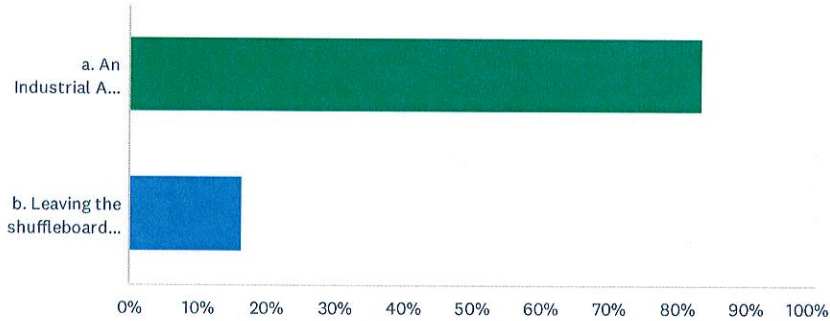
ANSWER CHOICES

RESPONSES

a. Improving space for a cramped club by renovating the top floor for an expanded Ceramics Club studio.*	49.73%	453
b. Creating social gathering space for the general membership on the top floor, featuring (leased) café or pub space with pool and card tables, darts, dance floor, etc.	50.27%	458
TOTAL		911

Q5 The shuffleboard courts at West Center are underutilized. GVR plans to enhance the shuffleboard courts at Abrego South with picnic areas and restrooms, then shift club play to the enhanced facility. Would you prefer to see the West Center shuffleboard courts then repurposed for...

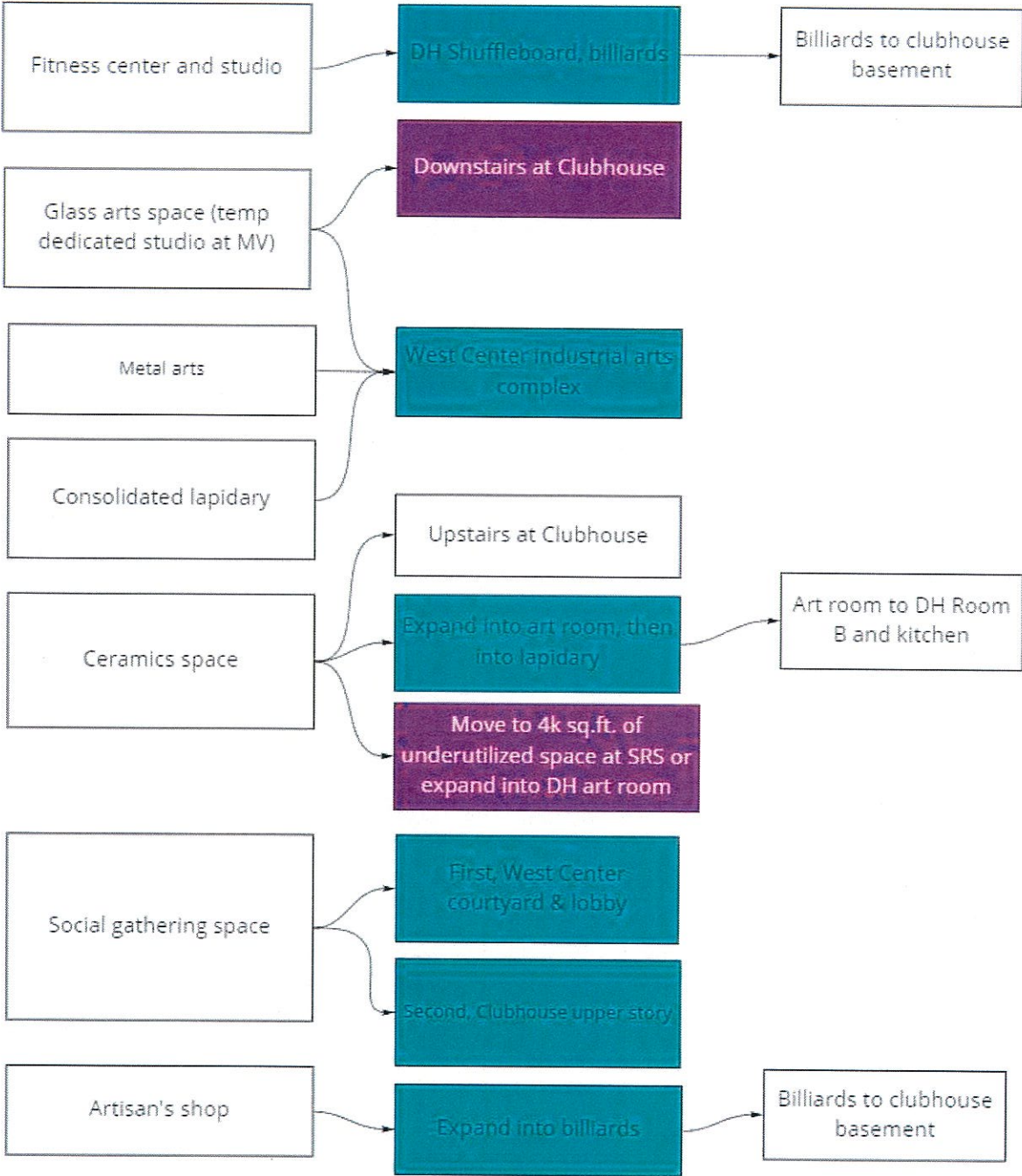
Answered: 899 Skipped: 50



ANSWER CHOICES

RESPONSES

a. An Industrial Arts Center with space for a consolidated Lapidary and Silversmithing shop, a Glass Arts studio, and a Metal Arts shop, to complement the existing Woodworking shop (which could expand into existing lapidary) and the Artisan's Shop?****	83.65%	752
b. Leaving the shuffleboard courts as is?	16.35%	147
TOTAL		899



Long Term Capital Funding Projection

Funding Projections
PLAN A WITH FINANCING

All Amounts Are Projections

	2022	2023	2024	2025	2026
Initiatives					
Beginning Balance	\$ 2,173,284	\$ 1,997,633	\$ 1,121,846	\$ 928,134	\$ 937,617
Funding From Operations Revenue	\$ 611,752	\$ 534,316	\$ 555,820	\$ 564,237	\$ 578,830
Additional GVR Funding (EMR Fund Trans.)	\$ 600,000				
Projected Surplus	\$ 190,000				
Debt Service: Loan Proceeds (20 yr., 3%)	\$ 2,000,000	\$ 2,000,000			
Debt Service: Annual Payments (20 yr., 3%)	\$ (85,356)	\$ (237,569)	\$ (253,832)	\$ (253,832)	\$ (253,832)
Transfer to MRR-B for EC Pool					
Net Investment Earnings	\$ 63,953	\$ 38,465	\$ 65,301	\$ 60,079	\$ 63,829
Projects:					
Clay Studio Expansion					
Canoa Hills Club House & Pk Lot	\$ (50,000)	\$ (150,000)	\$ (550,000)	\$ (350,000)	
Canoa Hill Note Payment	\$ (11,000)	\$ (11,000)	\$ (11,000)	\$ (11,000)	\$ (11,000)
East Center Pool Replacement					
PBC Shade Structure					
Abrego So. Field House & Shuffle	\$ (125,000)				
West Center Arts Complex - 17.5K Sq Ft	\$ (2,750,000)	\$ (2,750,000)			
Social Gathering Place	\$ (95,000)				
Desert Hills Fitness Expansion	\$ (300,000)	\$ (300,000)			
EC Art Classroom expansion					\$ (35,000)
Woodshop Expands into Lapidary					\$ (50,000)
Expand Ceramics into Lapidary at DH	\$ (130,000)				\$ (50,000)
LC Third Tennis Court					\$ (120,000)
Potential Projects	\$ (95,000)	\$ -			
GVR Dog Park				\$ -	
LC - Fitness Room Expansion				\$ -	
Ending Balance	\$ 1,997,633	\$ 1,121,846	\$ 928,134	\$ 937,617	\$ 1,060,443

Long Term Capital Funding Projection

Funding Projections

PLAN B WITH NO FINANCING

All Amounts Are Projections

Initiatives	2022	2023	2024	2025	2026
Beginning Balance	\$ 2,173,284	\$ 1,317,995	\$ 1,624,722	\$ 2,280,226	\$ 2,982,637
Funding From Operations Revenue	\$ 611,752	\$ 534,316	\$ 555,820	\$ 564,237	\$ 578,830
Additional GVR Funding (EMR Transfer)	\$ 600,000				
Surplus Projected	\$ 190,000				
Transfer to MRR-B for EC Pool					
Net Investment Earnings	\$ 98,959	\$ 83,410	\$ 110,684	\$ 149,174	\$ 185,913
Projects:					
Clay Studio Expansion					
Canoa Hills Club House Glass Arts '22	\$ (1,600,000)				
Canoa Hill Note Payment	\$ (11,000)	\$ (11,000)	\$ (11,000)	\$ (11,000)	\$ (1,000)
East Center Pool Replacement					
PBC Shade Structure					
Abrego So. Field House & Shuffle	\$ (125,000)				
West Center Arts Complex	\$ -	\$ -	\$ -		
Social Gathering Place	\$ (95,000)				
Desert Hills Fitness Expansion	\$ (300,000)	\$ (300,000)			
EC Art Classroom expansion					\$ (35,000)
Expand Ceramics into Lapidary at DH	\$ (130,000)				\$ (15,000)
LC Third Tennis Court					\$ (120,000)
Potential Projects					
GVR Dog Park	\$ (95,000)	\$ -			
LC - Fitness Room Expansion				\$ -	
Ending Balance	\$ 1,317,995	\$ 1,624,722	\$ 2,280,226	\$ 2,982,637	\$ 3,576,379



MINUTES

BOARD OF DIRECTORS REGULAR MEETING

Wednesday, December 15, 2021 - 2pm
West Center Auditorium / Zoom

Directors Present: 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, Connie Griffin, Bart Hillyer, Bev Lawless, Scott Somers (non-voting)

Director Absent: Christine Gallegos

Staff Present: David Jund (Facilities Director), Nanci Moyo (Administrative Supervisor), David Webster (CFO), Natalie Whitman (Communications Manager), Kris Zubicki (Recreation Services Director)

Visitors: 32

AGENDA TOPIC

1. Call to Order / Roll Call – Establish Quorum

The President being in the chair and the Secretary being present.

President Zelenak called the meeting to order at 2:00pm MST. Secretary Boyett called the roll; quorum established.

2. Adopt Agenda

MOTION: Director Griffin moved, seconded to adopt the Agenda.

MOTIONS TO AMEND: Director Coon moved, seconded to amend the Agenda and add to the Consent Agenda the October Financials as Item H. Director Zelenak moved, seconded to amend the New Business recommending a formation of an Ad-Hoc Committee as Item G in New Business.

Motions to Amend Passed: 8 yes / 3 no (Bachelor, Crothers, Hillyer)

- Correct 10/27/2021 Regular Meeting Minutes: 6.A. under New Business, correct to seven no votes and no abstentions.
- Correct 12/6/2021 Special Meeting Minutes: 3.A. New Business, change yes votes to 3 and no votes to 9 as the motion failed.
- Pull four items from Consent Agenda to address separately under New Business:
 - Consent Agenda B. Approve Record Date
 - Consent Agenda C. Rescind Telephone Voting Motion
 - Consent Agenda F. Approve Fraud Policy
 - Consent Agenda G. Appointment of N&E Chair – Ted Boyett.

3. CEO Report

- Membership Assistance Program (MAP) is receiving donations to help GVR members who are unable to pay their dues. Donations can be made by: 1) GVR members paying their dues can

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include another check for MAP donations, 2) GVR website link for MAP donations, 3) delivering a check to the Administrative Offices, or 4) through the GVR Foundation.

- East Center pool is moving forward. A ribbon cutting is set for September.
- Free movie, Christmas Story, at West Center Auditorium, December 16, 7pm.

4. Consent Agenda

Consent Agenda Items B, C, F, G pulled for separate discussion under New Business.

MOTION: Director Bachelor moved, seconded to approve the four Minutes be adopted as amended, and Consent Agenda items D, E, and H.

A. Minutes:

- BOD Special Meeting: October 20, 2021
- BOD Regular Meeting Minutes: October 27, 2021
- BOD Special Meeting: December 6, 2021
- BOD Work Session: December 6, 2021

~~B. Approve Record Date~~

~~C. Rescind Telephone Voting Motion~~

D. IPS Policy for Operating Cash

E. IPS Policy for MRR-B Pools & Spas

~~F. Approve Fraud Policy~~

~~G. Appointment of N&E Chair—Director Ted Boyett~~

H. October Financials - added

Passed: unanimous

5. New Business

A. Approve Funding and Transfers to MRR-B Pools and Spas Account

MOTION: Director Coon moved, seconded for the Board to authorize staff to complete the following fund transfers to the Maintenance, Repair, Replace part B. 1) Transfer \$169,553 from Operating Cash to MRR-B. 2) Transfer \$117,616 from MRR-A to MRR-B. 3) Transfer \$1,013,038 from Initiative Reserves to MRR-B.

Passed: unanimous

B. CPM Amendment to Section II, Subsection 3 and 4

MOTION: Director Campfield moved, seconded to approve the revision of CPM Section II, Subsections 3 and 4 as per the attached.

Passed: 8 yes / 3 no (Bachelor, Crothers, Hillyer)

C. Recommend Amended and Restated Bylaws Motion

MOTION: Director Campfield moved, seconded to recommend the amended and restated Bylaws, version 3 to the members.

Passed: 8 yes / 3 no (Bachelor, Crothers, Hillyer)

D. Revised CPM Organizational Structure

MOTION: Director Campfield moved, seconded the Board of Directors accept the organization structure for GVR's Corporate Policy Manual:

Part 1: Membership

Part 2: Board of Directors

Part 3: Committees

Part 4: Chief Executive Officer

Part 5: Fiscal/Accounting

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Part 6: GVR Programs and Clubs

Part 7: Communications

Part 8: Risk Management

Part 9: Human Resources

Part 10: Miscellaneous

Appendix – Board Policies

Passed: 9 yes / 2 no (Crothers, Hillyer)

- E. Facility Operation/Organization (Canoa Hills Clubhouse/WC & Desert Hills Shuffleboard), P&E Recommendations, and Survey Results

MOTION: Director Boyett moved, seconded to direct staff to pursue the recommendation made by the P&E Committee to pursue the Plan A capital plan, as presented and attached, which includes Phase 1 design services, the costs of which shall not exceed \$50,000, for an Arts Center at West Center and a fitness center expansion at the Desert Hills Center shuffleboard location, with the understanding that staff will present the results of the Phase 1 design to the Board once completed, at which time, the Board will provide direction to staff on how and if to proceed.

Passed: unanimous

- F. Potential future GVR policy seeking to fund non-philanthropic capital projects

MOTION: Director Griffin moved, seconded the Board of Directors direct the Board Affairs Committee to research, discuss, and evaluate options for a potential future GVR policy with regards to seeking donations and contributions from GVR members, Green Valley Residents and/or other interested parties or stakeholders when GVR is seeking to fund non-philanthropic capital projects.

PREVIOUS QUESTION CALLED: Director Boyett moved, seconded.

Passed: unanimous

Motion Passed: 10 yes / 1 no (Bachelor)

- G. Formation of Ad Hoc Committee (*added by President Zelenak under Adopt Agenda*)

MOTION: President Zelenak moved, seconded to establish an Ad Hoc Committee entitled, 'Non-Dues Revenue Production & Community Engagement.' The general purpose of the Committee is to consider advertising and other revenue-producing opportunities to expand non-dues revenue streams that will reduce GVR's reliance on membership dues and will enhance GVR's relationship with area community groups and nonprofit organizations, and make recommendations to the Board.

Passed: 9 yes / 2 no (Bachelor, Crothers)

PULLED ITEMS FROM THE CONSENT AGENDA:

- B. Approve Record Date

MOTION: Director Boyett moved, seconded to authorize the GVR to set the Record Date for 2022 Election as January 28, 2022. Members who are not in good standing as of 4pm (MST) on this date will not be eligible to vote in the 2022 election.

Passed: 10 yes / 1 no (Bachelor)

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- C. Rescind Telephone Voting Motion
MOTION: Director Boyett moved, seconded to rescind telephone voting that was approved at October 27, 2021, Regular Board Meeting for GVR members.
Passed: unanimous

- F. Approve Fraud Policy
MOTION: Director Griffin moved, seconded to approve the proposed Green Valley Recreation, Inc. (GVR) Fraud Risk Policy.
Passed: unanimous

- G. Appointment of N&E Chair – Director Ted Boyett
MOTION: President Zelenak moved, seconded to appoint Ted Boyett the N&E Chair.
Passed: 10 yes / 1 no (Crothers)

6. Committee Reports

- A. **Audit** - Committee Chair Griffin reported (received and placed on file).
- B. **Board Affairs** - Committee Chair Campfield stated no report.
- C. **Fiscal Affairs** - Committee Chair Coon reported (received and placed on file).
- D. **Investments** - Committee Chair Lawless reported (received and placed on file).
- E. **Nominations & Elections** - Committee Chair Boyett reported (received and placed on file).
- F. **Planning & Evaluation** - Committee Chair Boyett reported (received and placed on file).

7. Member Comments - 5

8. Adjournment

- MOTION: Director Campfield moved, seconded to adjourn the meeting at 4:20pm MST.**
Passed: unanimous

NOTICE OF ACTION WITHOUT MEETING: The Board of Directors approved the corrected Tenant Fees on the Fee Schedule via email unanimous consent on October 28, 2021.

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AGENDA
Planning and Evaluation Committee
February 10, 2022
1:00-2:30 PM
Room 2, West Center / Zoom

Committee: Ted Boyett (Chair), Lorri Ague, Carol Lambert, Jim Maxwell, David Messick, Roger Myers, Jim Rundlett, Diane West, Mike Zelenak (ex officio), Scott Somers (CEO), David Jund (Facilities Director/Liaison)

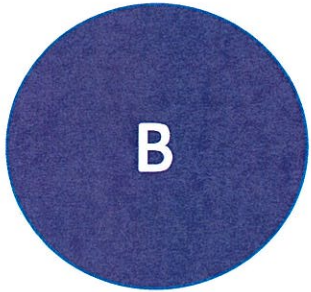
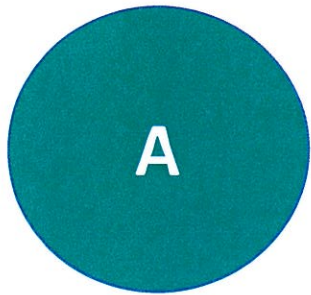
Agenda Topic

- 1. Call to order, Roll Call, and Establish Quorum**
- 2. Adopt Agenda**
- 3. Approve December 2, 2021 Meeting Minutes**
- 4. Chairman's comments** (Boyett)
- 5. Staff Reports**
 - "CPR Pilot" – Next Step (Zubicki/Jund)
- 6. Facility Organization Options and Domino Effect** (Somers/Zubicki/Jund)
 - What is going on with the Canoa Hills Clubhouse?
 - Updated on Plan A
 - Refinements of scope and design
 - Funding options and recommendations
 - Projects currently underway
 - Status of projects waiting to start construction
 - Fitness center(s) consolidation at Desert Hills
 - Social meeting spaces
- 7. What is the status of the GVR Dog Park?** (Boyett)
- 8. Criteria Subcommittee update** (Myers)
- 9. Capital Projects Review Subcommittee (SOP) committee update** (Lambert)
- 10. Aquatic Subcommittee** (Messick)
- 11. Additional comments from committee, staff, or BOD members**
- 12. Member Comments**
- 13. Adjournment**

Next meeting: Thursday, March 10, 2021 - 1:00-2:30 PM, West Center-Rm 2/Zoom (if needed)

Facility Organization Options

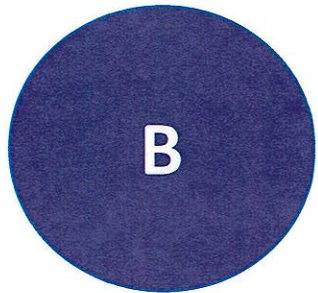
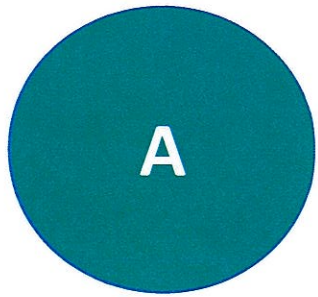
Clubs, Industrial Arts Campus & Fitness



GVR Glass Artists Club

**Industrial Arts Campus
@
West Center**

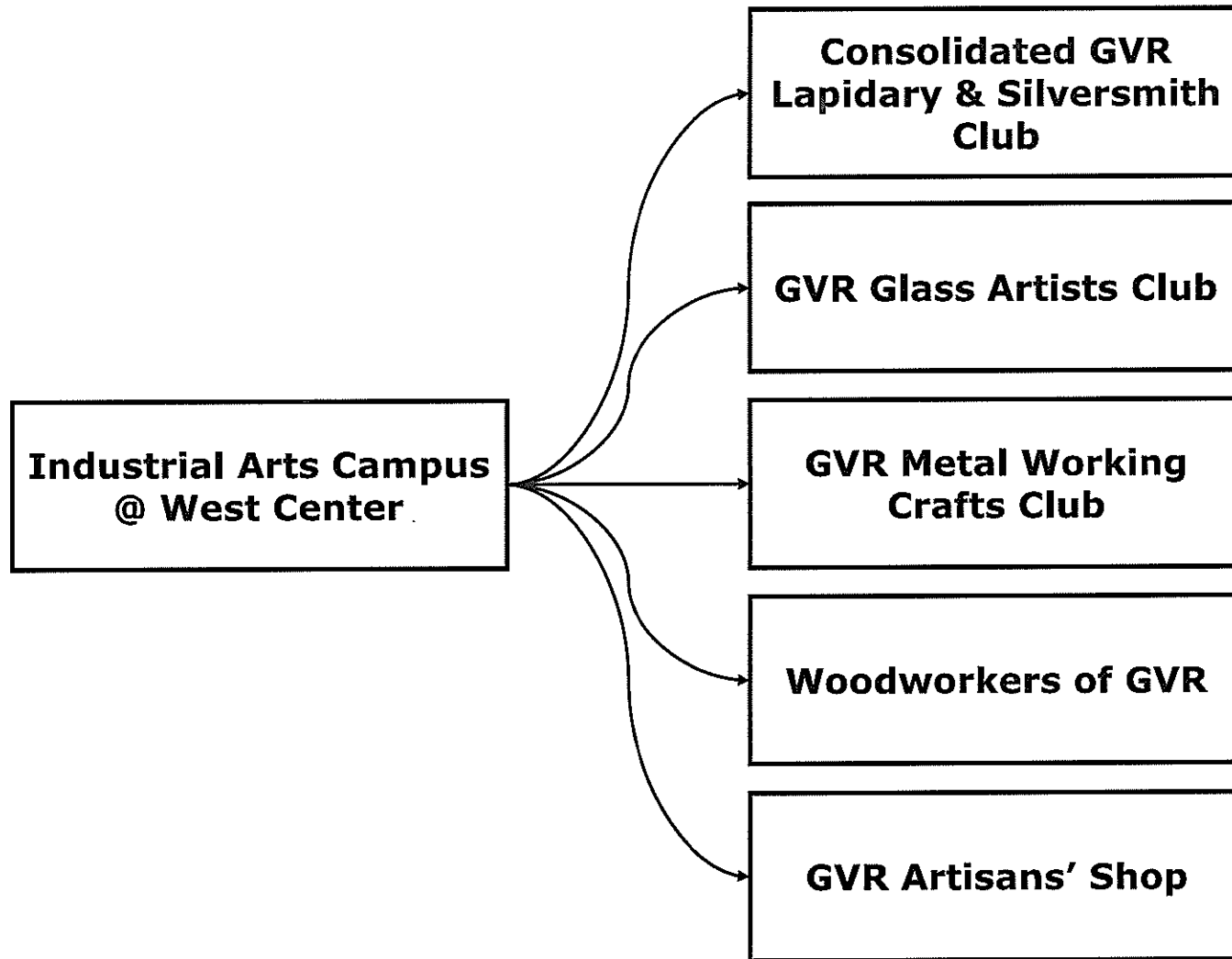
Clubhouse Lower Level



**GVR Lapidary &
Silversmith Club**

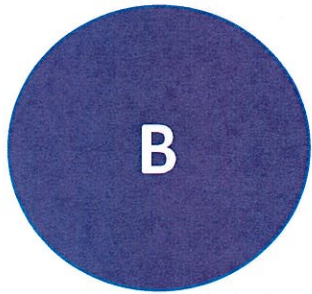
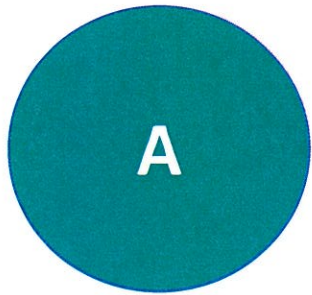
**Consolidate @
Industrial Arts Campus
@
West Center**

**No consolidation of 3
shops**



GVR Industrial Arts Campus





Ceramics Club of GVR

**Fine Arts Campus @
Santa Rita Springs**

**Expand into former
Lapidary & Arts
Classrooms**

**Upper Level @
Clubhouse**

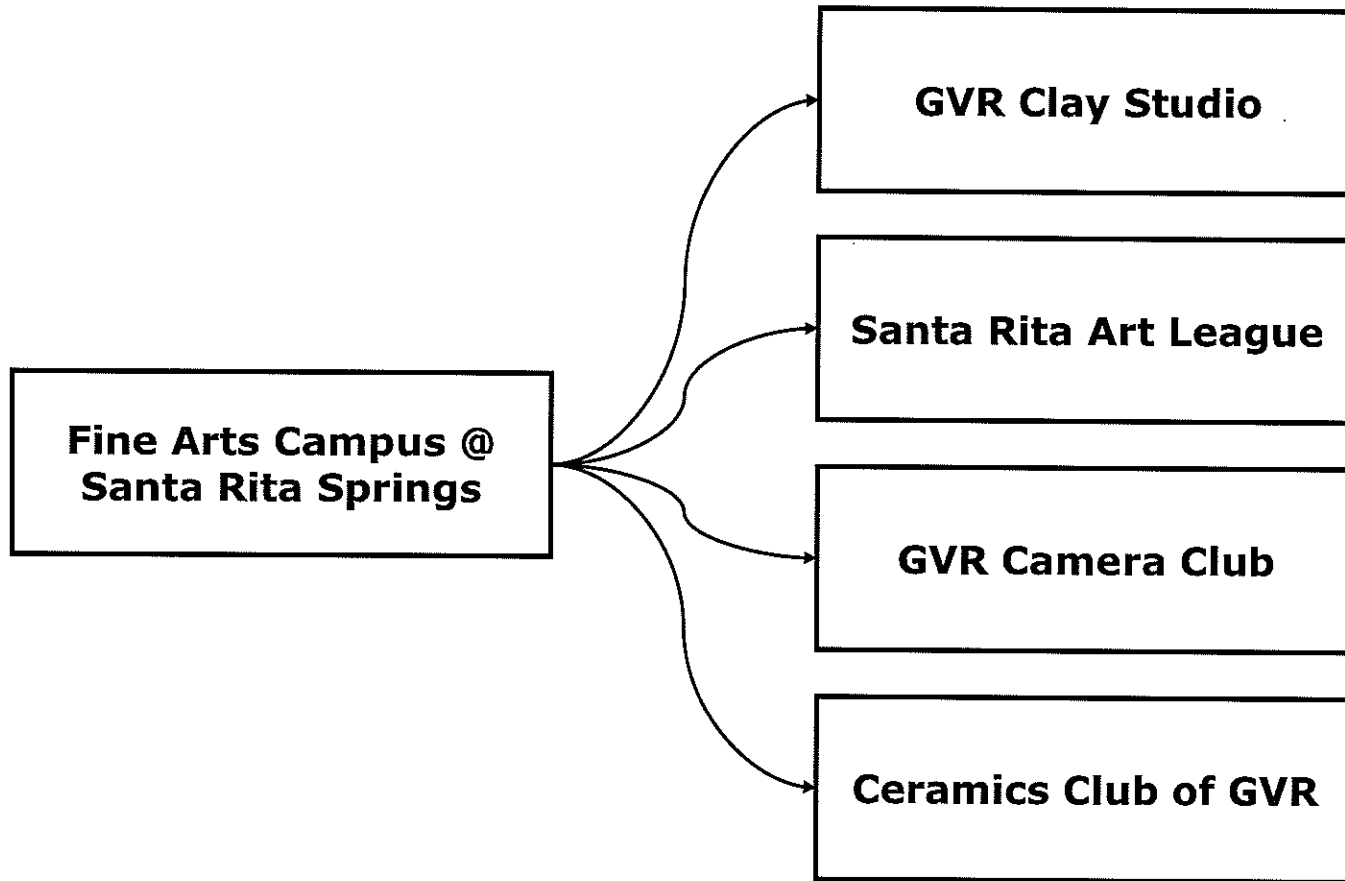
Fine Arts Campus at Santa Rita Springs

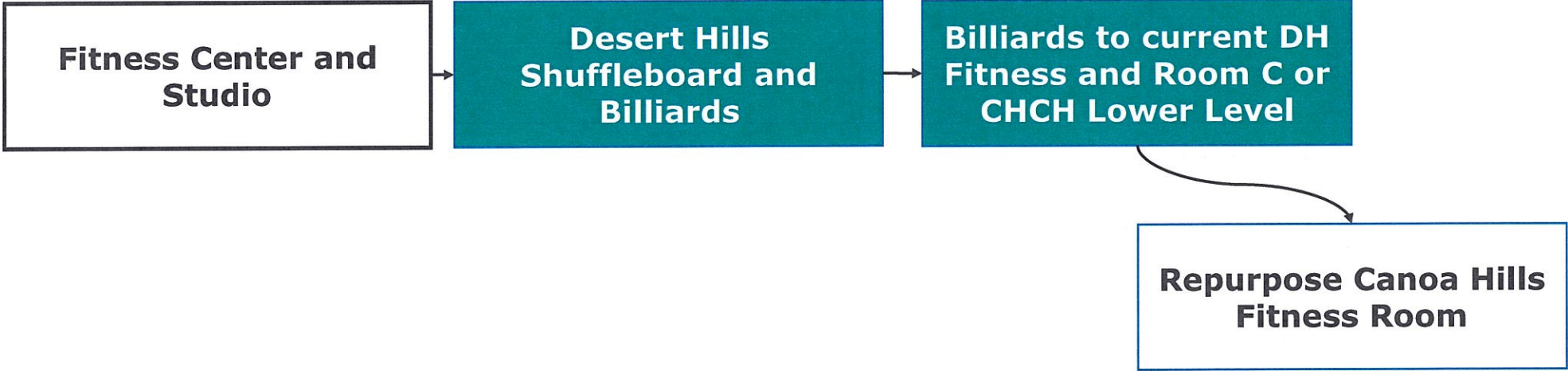
Potential use or repurposing of currently underutilized space at Santa Rita Springs to allow for the expansion and relocation of existing fine arts clubs.

GVR Corporate Policy Manual

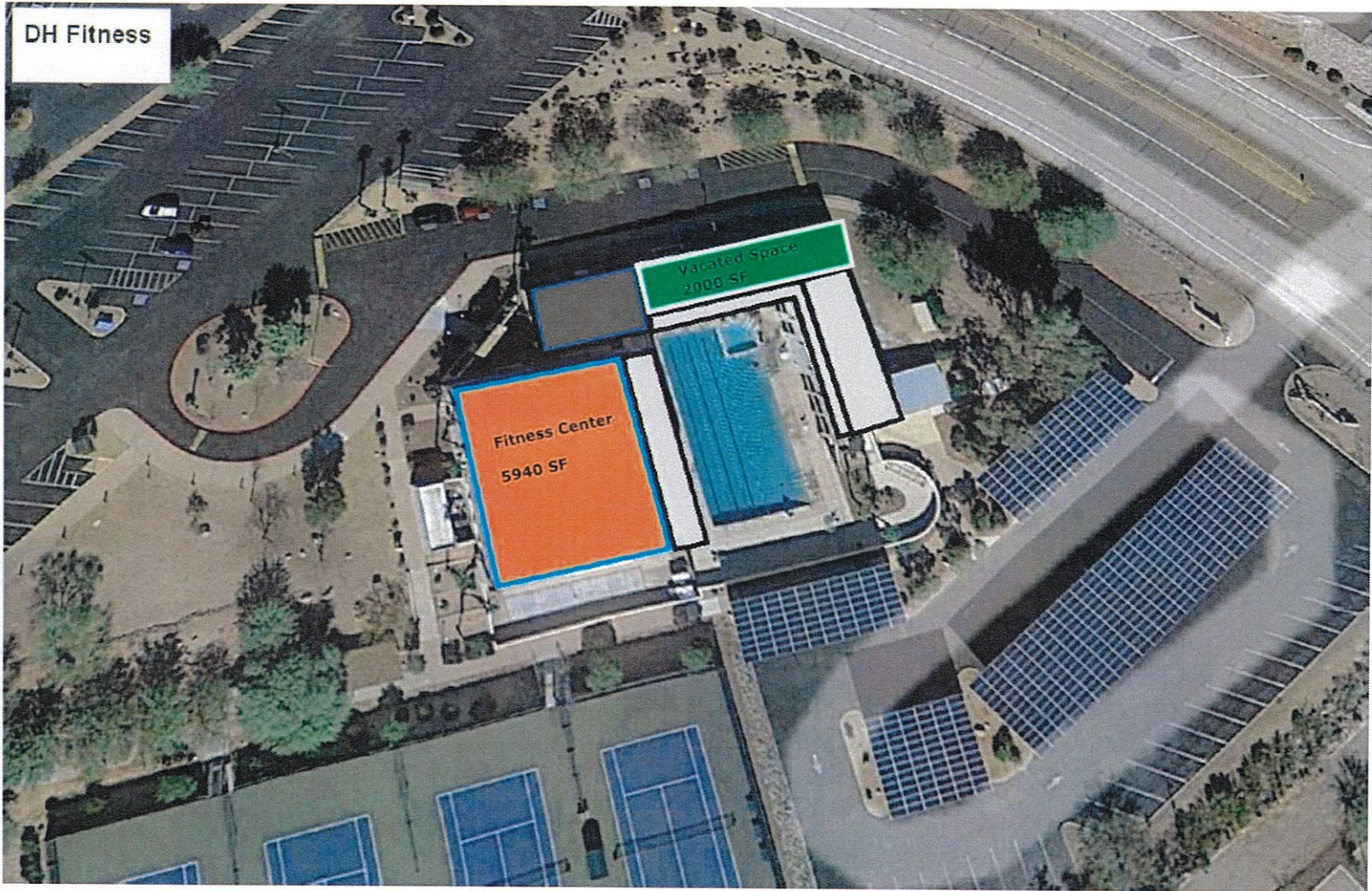
SECTION VIII – GVR PROGRAMS/CLUBS Section VIII: SUBSECTION 2. F.
Facilities

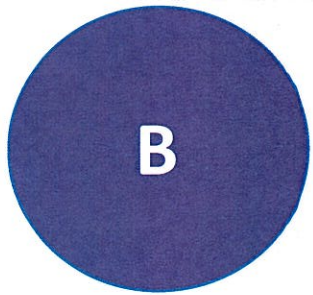
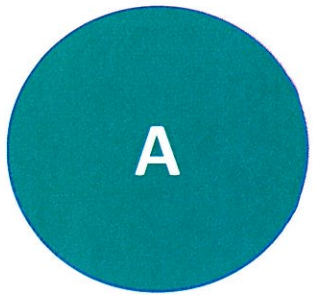
3. Clubs that don't routinely utilize at least 50% of their dedicated space may be reassigned to a more appropriate sized facility.





Desert Hills Fitness & Billiards





Social Gathering Space

**Upper Level @
Clubhouse**

**Clubhouse Lower Level
Billiards & Game
Rooms**

**West Center Courtyard
& Artisans' Shop**

**Relocate Artisans' to
Lobby @ WC**



MINUTES

Planning & Evaluation Committee Regular Meeting

Thursday, February 10, 2022
West Center – Room 2 / Zoom

Attendees: Ted Boyett (Chair), Lorri Ague, Carol Lambert, Jim Maxwell, David Messick, Roger Myers, Jim Rundlett, Mike Zelenak (ex officio), Scott Somers (CEO), DavidJund (Facilities Director/Liaison)

Absent: Diane West

Visitors: 19

1. Call to Order/Roll Call/Quorum

Chair Boyett called the meeting to order at 1:00pm MST. Roll called; quorum established.

2. Adopt Agenda

MOTION: Ague/Seconded. Approve agenda as presented.
Passed: unanimous

3. Approve December 2, 2022 Regular Meeting Minutes

MOTION: Maxwell/Seconded. Approve minutes as presented.
Passed: unanimous

4. Chair Comments

Chair Boyett shared thoughts on planning for the future and what is not only good for now but also what is good for the future.

5. Staff Reports

Jund reported on the results of the 3 criteria pilot projects and how the process functioned as staff applied the criteria evaluation process to the model projects.

6. Facility Organization Options and Domino Effect

- CEO Somers presented the option of, at minimal costs, developing the upper floor of the Canoa Hills Clubhouse as a drop-in social activity center, making the space usable to members, at least temporarily.

MOTION: Messick/Seconded. The P&E Committee recommends the Board of Directors approve GVR staff to be permitted to make the upper floor of the Canoa Hills Clubhouse a usable drop-in space for members.

Passed: unanimous

- CEO Somers reviewed staff's progress of Phase 1 of the Plan A capital project. Specifically, an overview of the progress of converting the shuffleboard courts at Desert Hills to a fitness center.

**MOTION: Messick/Seconded. The P&E Committee recommends the Board of Directors approve remodeling the shuffleboard courts at Desert Hills to a Health/Fitness facility.
Passed: unanimous.**

- CEO Somers reviewed social gathering space at West Center.

7. What is the status of the GVR Dog Park?

Lambert read prepared comments on liability of dog parks and the formation status of a GVR Canine Club.

MOTION: Lambert/Seconded. Direct staff to work with the potential GVR Canine Club to identify location and amenities for a GVR Dog Park and bring the findings back to the March 10, 2022 P&E Committee meeting so that the Committee may make a recommendation to the Board for consideration.

Passed: unanimous

8. Adjournment

MOTION: Messick/Seconded. Adjourn meeting at 2:26 MST and retain the agenda items not discussed and place them on the March 10, 2022 P&E meeting agenda. Adjourn meeting at 2:34 MST. Passed: unanimous.



Green Valley Recreation, Inc.
Board of Directors Work Session
Facility Efficiency Improvements

Prepared By: Scott Somers, CEO

Meeting Date: May 18, 2022

Presented By: Scott Somers, CEO

Consent Agenda: NA

<p>Originating Committee / Department: Planning & Evaluation Committee / Staff</p>
<p>Action Requested: Review and discuss concept drawings and cost estimates associated with a potential Arts Center at West Center and discuss how best to move forward.</p>
<p>Strategic Plan Goal #1: Provide excellent facilities for members to participate in a variety of active and social opportunities</p>
<p>Background Justification: On December 6, 2021, staff presented a Planning and Evaluation Committee (P&E) recommendation of what is considered “Plan A” (12/6/21 staff report is attached). At the Board of Director’s December 15, 2021, regular meeting, the Board directed staff to pursue Plan A Phase I design services for an Arts Center at West Center and a fitness center expansion at the Desert Hills Center shuffleboard location (12/15/21 staff report is attached).</p> <p>Since then, WSM, the architectural firm performing Phase 1 design services, completed concept drawings for the expanded Desert Hills Fitness Center and is preparing construction drawings which will be included in a request for proposals (RFP) and circulated to the market in May with the goal of recommending an award of contract to the Board on June 22, 2022.</p> <p>WSM has also completed concept drawings and cost estimates for an Arts Center at West Center. Since staff has been researching options for utilizing facilities more efficiently, a pared down version of an Arts Center may be possible. A smaller version could potentially house the Lapidary Club and the Metal Arts Club, while the larger version could potentially house the Lapidary Club, Metal Arts Club, and the Glass Arts Club.</p> <p>WSM has provided two alternatives for an Arts Center. Both alternatives utilize the existing footprint of the West Center shuffleboard court.</p> <ol style="list-style-type: none"> 1. A single story 9,900 sq ft facility at an estimated cost between \$2.7 – 3.2 million 2. A two story 15,000 sq ft facility at an estimated cost between \$4.3 – 5.0 million

When staff presented Plan A to the Board in December, it was anticipated that a loan would be needed to build an Arts Center. While a loan may still be an option, it remains to be seen as to whether the GVR membership would support the use of debt financing for this endeavor. The GVR Bylaws require an affirmative vote of the votes cast by members when “any contract that requires an annual payment that exceeds ten percent (10%) of the annual budget.” The 2022 Approved Budget has an Operating Budget of \$11.2 million and a Total Budget (including Capital) of \$14.4 million. It remains debatable as to whether the 10% threshold requirement applies to the Operating Budget or the Total Budget. That said, annual contract payments for this project must not exceed between \$1.12 million and \$1.44 million, unless approved by the voting members. It may be possible to phase this project over multiple years to ensure that the voting requirement threshold is not triggered. Alternatively, the Board could place a question on the next ballot asking members if they support exceeding the 10% threshold to fund this project.

Fiscal Impact:

This will vary depending upon the size of the building needed for an Arts Center and upon whether or not debt financing is used to pay for the project.

Board Options:

Review and discuss concept drawings and cost estimates associated with a potential Arts Center at West Center and discuss how best to move forward.

Staff Recommendation:

NA

Recommended Motion:

NA

Attachments:

12/6/21 staff report
12/15/21 staff report
Concept illustration



MINUTES

BOARD OF DIRECTORS WORK SESSION

Wednesday, May 18, 2022, 2pm

WC Auditorium / Zoom

Directors Present: Kathi Bachelor (President), Donna Coon (Vice President), Bart Hillyer (Secretary), Carol Crothers (Treasurer), Laurel Dean (Assistant Secretary), Jim Carden (Assistant Treasurer), Nancy Austin, Barbara Blake, Ted Boyett, Beth Dingman, Steve Gilbert, Bev Lawless, Scott Somers (non-voting)

Staff Present: David Jund (Facilities Director), Nanci Moyo (Administrative Supervisor), David Webster (CFO), Kris Zubicki (Recreation Services Director)

Visitors: 18

Work Session Called to Order at 2:02pm by President Bachelor. Secretary Hillyer called the role and established a quorum.

Adopt Agenda

MOTION: Director Boyett moved, seconded to approve the Agenda.

Passed: unanimous

AGENDA TOPIC

1. Update on Facility Efficiency Improvements and Discussion on Potential Art Center (Somers)
CEO Somers presented on Club movements:
 - Arts and Crafts Clubs: Current space at Desert Hills will move to Santa Rita Springs in the Santa Cruz room.
 - Ceramics Club: Current space at Desert Hills. Arts and Crafts Clubs moving will allow the Ceramics Club to expand into that space. Lapidary goal is one location and when that happens will allow for Ceramics Club to expand into that space.
 - Lapidary: Consolidate into one space.
 - Desert Hills Fitness: Expansion project is continuing with WSM Architects finalizing the construction drawings. These drawings will be put into a Request for Proposals (RFP) in May and hoping for good bids in June to bring to the Board at the Regular Meeting of June 22, 2022, to recommend an award of contract.
 - Billiards Club: Need to find space for the Billiards Club since the Fitness Studio, part of the Fitness Center, currently houses 5 billiard tables and Snooker table. Currently the Billiards Club is considering the Canoa Hills Clubhouse, Pro Shop. This billiard area would be available to all GVR members; along with the Billiards Club.
 - Canoa Hills Clubhouse basement is still in discussions, and want it appealing to the members and their desires. Possibility of a game room.

GVR encourages the Board and members to voice concerns and comments in a professional, business-like, and respectful manner.

- Computer Club: Currently at Santa Rita Springs in a 4200 square foot room and have agreed to move to the Kino room at Santa Rita Springs. This is adjacent to the Camera Club. These two clubs could work together within their spaces.
- Glass Arts Club: With the Computer Club moving it has freed up the 4200 square feet space for possibly the Glass Arts Club moving to this space.
- Classes that were held in the Santa Rita Springs Kino room will possibly move to Desert Hills Fitness Center for these classes.
- Desert Hills discussions for expanding the locker rooms and maybe including a steam room.
- The Art Center at West Center: two options: 1) single story building around 9,900 square feet with the cost estimates at \$3 million; and 2) two-story building around 15,000 square feet at a cost estimate between \$4.3 and \$5 million.
- The Art Center could hold Lapidary Club at a consolidated space, possibility for the Artisan Shop, and Metal Shop. These are all in discussion and no final decisions made.
- Clubs will need to meet individually and collectively with a space designer to layout the plans.

Board thoughts included:

- The 9,900 square foot room is enough space for Lapidary and Metal Arts.
- Glass Arts could go to the basement of the Canoa Hills Clubhouse with a cost estimate to renovate the space at \$1.6 million. The renovation at Santa Rita Springs renovation would be \$500,000.
- Good synergy at the West Center with all the different arts working together and utilizing the space cooperatively.
- Allow the clubs and staff to work on the placements and bring back to the Board for approval.

2. Board Participation on Committees: Attendee or Panelist (Boyett)

Director Boyett read the Corporation Policy Manual (CPM) Part 3: Committees – Section 1 3.1.2.H: “Directors may attend any GVR committee meeting, whether open or closed. To attend a meeting from a remote site, a request shall be made by email to the committee chairperson at least three business days prior to the meeting. Directors will be provided with all materials otherwise provided to committee members.” He asked to be a panelist vs. an attendee on the Zoom calls on any of the committees.

This will be moved to the May 25, 2022, Regular Meeting for a vote.

3. Information Only: Employee Vehicle Usage Vs. Fleet (Jund/Webster)

Adjournment:

MOTION: Director Crothers moved, seconded to adjourn 3:52pm.

Passed: unanimous

GVR encourages the Board and members to voice concerns and comments in a professional, business-like, and respectful manner.



Green Valley Recreation, Inc.
Board of Directors Meeting
Award of Construction Contract
GVR Glass Artists Tenant Improvement

Prepared By: David Jund, Facilities Director **Meeting Date:** January 25, 2023

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

<p>Originating Committee / Department: Facilities Department</p>
<p>Action Requested: Award construction contract to Barker Contracting to construct the GVR Glass Artists Tenant Improvement Project.</p>
<p>Strategic Plan: Goal #1: Provide excellent facilities for members to participate in a variety of active and social opportunities.</p>
<p>Background Justification: During the fall and winter of 2021, the concept of an industrial arts center located at West Center was being developed by staff. Part of this concept was to develop a dedicated space for the GVR Glass Artists. Also, part of the concept was to consolidate the 3 GVR Lapidary Club spaces and to be a home for the GVR Metalworking Crafts Club. The Board of Directors directed staff to pursue design services of an industrial arts center at the West Center at their regular meeting on December 15, 2021. During this process it became apparent that space constraints at West Center would be prohibitive to house all 3 clubs on this campus and still allow for the clubs to be successful and maintain or even grow their memberships. In response to the GVR Glass Arts Club’s need for more days and time at the North Abrego Center, staff began working on moving all activities other than GVR Glass Artists out of that center. At the March 22, 2022, regular meeting of the Board of Directors CEO Somers announced that: <i>The Glass Artists Club had 24/7 access to Abrego North. There will be aggressive action to look for a permanent home for Glass Artists Club. There are potential solutions being considered.</i> At the May 25, 2022, regular meeting of the Board, staff announced that the GVR Computer Club would be relocating to the then Kino Room at Santa Rita Springs. This move would make available 5014 SQ. FT. of area to be repurposed for a GVR Glass Artists dedicated space. Staff engaged WSM Architects to develop the scope of the project and to produce Construction Documents (CD’s) and submit designs for permitting. During the design development process approximately 532 SQ. FT. of the space was repurposed for an Art Room leaving 4482 SQ. FT. to develop for the GVR Glass Artists. The Art Room was</p>

<p>being developed to relocate the activities of the Arts & Crafts Room at Desert Hills to Santa Rita Springs. This allowed the GVR Ceramics Club to expand their space at Desert Hills.</p> <p>The design process saw many meetings between the Club, architect and staff. In November of 2021, the architect delivered preliminary designs to the club and staff and the Value Engineering (VE) process began. It was during this period that Barker Contracting was brought on to assist with VE. Several sessions of VE with the Club, architect, contractor and staff were conducted.</p> <p>Construction Documents were submitted to Pima County for review and permitting on 12/1. Two additional VE sessions were conducted on 12/4 and 12/5. Pima County approved the drawings and issued a building permit on 12/22.</p> <p>The final 2 sessions of Value Engineering were not captured in the now approved plans and will all VE items identified in those sessions will be seen as Change Orders during the project.</p>
<p>Fiscal Impact:</p> <p>Based on the CD's submitted to Pima County for approval, Barker Contracting submitted a construction proposal for \$883,891 on 12/16/2022.</p> <p>As the CD's had already been submitted to Pima County at that time, this proposal number does not reflect the reduction of costs from items identified in the VE sessions of 12/4 and 12/5.</p> <p>Barker has submitted the VE changes to their subcontractors for pricing. Also, additional saving may be found within General Conditions of the proposal since Barker Contracting has superintendents onsite for GVR at Desert Hills.</p> <p>On October 26, 2022, the Long-term Capital Plan for years 2022-2027 was approved as part of the FY2023 Budget. The plan projected funding at \$900,000 over years 2022 & 2023 for the GVR Glass Artists space at Santa Rita Springs.</p>
<p>Board Options:</p> <ol style="list-style-type: none"> 1. Award Barker Contracting the contract to construct the GVR Glass Artists Tenant Improvement Project at Santa Rita Springs. 2. Provide alternative direction to staff
<p>Staff Recommendation:</p> <p>Option #1</p>
<p>Recommended Motion:</p> <p><i>I move to award the construction contract of the GVR Glass Artists Tenant Improvement to Barker Contracting.</i></p>
<p>Attachments:</p> <ul style="list-style-type: none"> • Barker Contracting AIA Document A101-2017 GVR Glass Arts TI, dated 1/18/2023 • GVR Glass Arts at Santa Rita Springs Barker Contracting Estimate 22.12.16



MINUTES

BOARD OF DIRECTORS MEETING
Wednesday, January 25, 2023 - 1pm
West Center Auditorium / Zoom

*Code of Conduct

Directors: Kathi Bachelor (President), Donna Coon (Vice President), Bart Hillyer (Secretary), Carol Crothers (Treasurer), Laurel Dean (Assistant Secretary), Jim Carden (Assistant Treasurer), Nancy Austin, Barbara Blake, Ted Boyett, Beth Dingman, Steve Gilbert, Bev Lawless, Scott Somers (non-voting)

Staff Present: David Jund (Facilities Director), Nanci Moyo (Administrative Supervisor), David Webster (CFO), Natalie Whitman (Chief Operations Officer), Kris Zubicki (Member Services Director)

Visitors: 82 including support staff

AGENDA TOPIC

1. Call to Order / Roll Call – Establish Quorum

The President being in the chair and the Secretary being present.

President Bachelor called the meeting to order at 1:02pm MST. Secretary Hillyer called the roll; quorum established.

2. Amend/Adopt Agenda

MOTION: Director Blake moved, Director Boyett seconded to amend the Agenda by moving the 6.A.& B. presentations to the end of the Agenda, removing from the Consent Agenda 7.C.1, removing from the Action Items 8.D., and change a word in the November 16, 2022, Minutes from “review” to “approve” in 8.C. motion.

Passed: unanimous

3. President Report:

- Glass Arts Club invited Board Directors to come visit the North Abrego space for a tour to have a better understanding of the need for more space for the club.
- The Community Quarterly ran an excellent article on the GVR Glass Arts Club and how the club could grow in the new space at Santa Rita Springs Center.

4. CEO Report:

- Desert Hills pool and spa are closed during the demolition work and the concrete pour. The Desert Hills Fitness project will be completed around the end of April.
- Glass Arts space final designs have been approved by Pima County and the permit has been issued.
- Del Sol Clubhouse construction documents for the upper floor restrooms have been approved by Pima County and the permit has been issued. The completion of the restrooms will be the end of February. There are temporary porta potties outside

** GVR encourages the Board and members to voice concerns and comments in a professional, business-like, and respectful manner.*

during the construction of the indoor bathrooms. Updates to the old Pro Shop include new flooring, paint and lights, and several billiards tables have been added to this space. A Snooker and Billiards table have been moved to East Center until the final project is completed at the Del Sol Clubhouse.

- Santa Rita Springs upper deck will have repairs.
- HVAC replacements from April to October at East Center, West Center, Canoa Ranch, and Canoa Hills.
- Canoa Hills will be getting a new locker room update beginning April 1.
- Pool decks at Canoa Hills, Desert Hills, Continental Vistas, Las Campanas, Santa Rita Springs, and Canoa Ranch will have repair and resurfacing work beginning in May.

5. Member Comments – No comments

6. Presentations – Per #2 Amend/Adopt Agenda – this item moved to the end of the Agenda after Action Items. Meeting was adjourned and Presentations did not happen at this meeting and were moved to the Regular Meeting in February.

- A. Survey Results Presentation
- B. Quarterly Financial Presentation

7. Consent Agenda

MOTION: Director Boyett moved, Director Lawless seconded to approve the Consent Agenda including the amendment to the November 16, 2022, Minutes and removing C.1. Passed: unanimous

- A. Minutes:
 - 1) BOD Regular Meeting Minutes: November 16, 2022
 - 2) BOD Work Session Minutes: January 18, 2023
- B. Financial Statements:
 - 1) November Financial Report
- C. Board Business
 - 1) Pulled from this meeting and Board Affairs will revisit the topic at the February meeting - Amend Corporate Policy Manual (CPM) Part 6, Section 2 Membership/Guests/Monitoring: 6.2.2.K.5.
 - 2) Amend CPM Part 6, Section 3 Hobby Shops & Studio Clubs: 6.3.4.A&B

8. Action Items

- A. Award Contract for Glass Arts Remodel Project to Barker
David Jund, Facilities Director, presented a PowerPoint on the Glass Arts Club space and information on the project.

MOTION: President Bachelor moved, Director Boyett seconded to award the construction contract of the GVR Glass Artists Tenant Improvement to Barker Contracting.

FAILED: 6 yes (Bachelor, Boyett, Coon, Dingman, Gilbert, Lawless) / 6 no

- B. Award a Contract for Ceramics Expansion Project to Barker
David Jund, Facilities Director, presented a PowerPoint for the Ceramics expansion project.

** GVR encourages the Board and members to voice concerns and comments in a professional, business-like, and respectful manner.*

MOTION: Director Boyett moved, Director Dingman seconded to award Barker Contracting the contract to construct Option B, estimated at \$300,000 for the Expansion of GVR Ceramics Club at Desert Hills.

Failed: 6 yes (Bachelor, Boyett, Coon, Dingman, Gilbert, Lawless) / 6 no

Meeting was adjourned and the following Action Items (C. E. and F.) are moved to the Regular Meeting of the Board, February 22, 2023:

C. Award Contract Not to Exceed \$200,000 for Security Camera Deployment to Preventronics

~~D. Approve Changes to CPM Part 3 Committees and Approve Ballot to Amend Bylaws Article VIII Committees~~ Removed from Agenda during Amend/Adopt Agenda and will go back to Board Affairs for more review.

E. Adopt Compensation Philosophy

F. Adopt Board Credo

9. Committee Reports

- | | |
|----------------------------|----------|
| A. Audit | Austin |
| B. Board Affairs | Coon |
| C. Fiscal Affairs | Crothers |
| D. Investments | Lawless |
| E. Nominations & Elections | Dingman |
| F. Planning & Evaluation | Hillyer |

10. Member Comments - 0

11. Adjournment

MOTION: Director Bachelor moved, Director Hillyer seconded to adjourn the meeting at 3:15pm.

Passed: 8 yes / 4 no (Boyett, Dingman, Gilbert, Lawless)

** GVR encourages the Board and members to voice concerns and comments in a professional, business-like, and respectful manner.*

Capital Costs Related to Hobby Shops/Studio Clubs and Non-dedicated Space Clubs (by decade)

						Capital Costs invested by GVR	Club Contributions to Date	Club average membership 2000-2009	Club average membership 2010-2019	Club average membership 2020-2023	Club membership January 1, 2023
GVR Hobby Shops & Studio Clubs	1980-1989	1990-1999	2000-2009	2010-2019	2020-Present						
GVR Artisans' Shop		\$16,945	\$5,181			\$22,126		55	65	57	57
GVR Ceramics Club		\$6,337		\$34,821		\$41,158		126	138	143	181
GVR Clay Studio		\$6,178		\$13,769	\$104,873	\$124,820		316	373	334	288
GVR Computer Club				\$16,653	\$141,880	\$158,533		1857	1617	872	815
GVR Glass Artists				\$110,108	\$65,904	\$176,012	\$500		47	101	139
GVR Lapidary & Silversmith Club	\$5,500	\$15,333		\$41,335		\$62,168		341	366	220	210
GVR Metal Arts Club				\$91,246		\$91,246	\$1,000		45	33	39
GVR Photography Club			\$214,012			\$214,012	\$40,352		790	648	613
Santa Rita Art League of GVR			\$91,821			\$91,821	\$5,263	169	179	201	179
GVR Woodworkers		\$86,444	\$801,087	\$744,552		\$1,632,083	\$3,000	444	457	566	568
Non-dedicated space - Sports & Social Clubs											
GVR Billiards Club				\$27,353	\$44,647	\$72,000			50	97	66
GVR Bocce Club				\$146,680		\$146,680		66	63	62	50
GVR Bridge - Duplicate Bridge				\$5,392		\$5,392	\$1,000	303	304	220	129
GVR Card Crafters					\$11,864	\$11,864			83	54	50
GVR Line Dancers					\$5,005	\$5,005	\$300	120	101	119	119
GVR Pickleball Club				\$2,121,737	\$21,364	\$2,143,101	\$432,400	65	551	927	949
GVR Poker Club					\$7,030	\$7,030		74	57	45	41
GVR Racquetball Club			\$16,000			\$16,000	\$7,600	91	68	57	57
GVR Shuffleboard			\$8,491			\$8,491		113	90	184	160
GVR Swim Club				\$6,500		\$6,500	\$287	21	41	54	58
GVR Table Tennis Club				\$12,500		\$12,500		49	94	71	52
GVR Tennis Club			\$306,241	\$1,055,469		\$1,361,710	\$58,446	370	404	438	439
GVR Volleyball Club				\$98,922		\$98,922		60	108	115	111
Totals	\$5,500	\$131,237	\$1,442,833	\$4,527,037	\$402,567	\$6,509,174	\$550,148				



GREEN VALLEY RECREATION, INC.

REQUEST FOR PROPOSALS

**GVR GLASS ARTISTS TENANT
IMPROVEMENT**

RFP NO: 2023-02-SRS-08

Issued by:

**Green Valley Recreation, Inc.
1070 S Calle De Las Casitas Green
Valley, AZ 85614**

Telephone: 520-625-3440

Issue Date: February 3, 2023

Submittal Due Date: February 22, 2023 at 2:00 p.m.

GREEN VALLEY RECREATION, INC.
Request for Proposals
GVR GLASS ARTISTS TENANT IMPROVEMENT
RFP NO:2023-02-SRS-08

Green Valley Recreation, Inc. (“Organization” aka “GVR”) requests sealed bid proposals from qualified commercial General Contractors to construct a tenant improvement for the GVR Glass Artists Club at the owner’s 921 W. Via Rio Fuerte, Green Valley, AZ, 85614 location.

Copies of the RFP package, including a scope of work, submission requirements and affidavits, may be downloaded from the Organization’s website at www.gvrec.org. From the home page menu on the right side, click on the News and Info tab and then Bids & RFPs. Requests for printed copies should be directed to the Administrative Offices, 1070 S Calle De Las Casitas, Green Valley, AZ 85614, Monday-Friday 10:00 a.m. – 2:00 p.m. (telephone 520-625-3440).

Proposals in response to this RFP must be submitted in hard copy and electronic copy in a sealed envelope, in accordance with the requirements specified in the RFP. Submissions should be marked **GVR GLASS ARTISTS TI RFP NO: 2023-02-SRS-08** and delivered to the **Administration Department, Green Valley Recreation, Inc., 1070 S Calle De Las Casitas, Green Valley, AZ 85614, no later than February 22, 2023 at 4:00 p.m.**

Green Valley Recreation, Inc. is an Equal Opportunity Employer. Employment decisions are made without regard to race, color, religion, national origin, sex, ancestry, marital status, age, sexual orientation, gender identity, disability, or any other legally-protected characteristic.

The Organization reserves the right to reject any and all proposals in the best interest of the Organization.

The contact person for this solicitation is:

David Jund, Facilities Director
Telephone: 520-625-3440
Email: djund@gvrec.org.

GREEN VALLEY RECREATION, INC.
Request for Proposals
GVR GLASS ARTISTS TENANT IMPROVEMENT
RFP NO:2023-02-SRS-08

GENERAL INFORMATION

Green Valley Recreation, Inc. requests proposals from qualified commercial general contractors to execute a Tenant Improvement at GVR's Santa Rita Springs Center. Responses to this request are due by **February 22, 2023 at 4:00 pm**. The Organization anticipates the project commencing as soon as possible. Bidders should submit an anticipated start date and complete schedule.

Green Valley Recreation, Inc. is a non-profit organization serving the leisure and social needs of the adult retirement community of Green Valley, Arizona which is located 25 miles south of Tucson, Arizona on I-19. Green Valley Recreation, Inc. owns and operates one Administrative Offices, Facility Management Building, and fifteen Recreation Centers. Green Valley Recreation, Inc. provides many services and activities to a private membership base of over 13,700 households (an estimated 23,000+ individuals).

PROJECT DESCRIPTION

The Organization is executing a tenant improvement within 4482 SF of the lower level of the Santa Rita Springs Center located at 921 W. Via Rio Fuerte. The project also includes the new build of an attached 375 SF exterior work space with full cover. The project repurposes a former computers space of classrooms, computer lab rooms and storage rooms to a fully dedicated space for the GVR Glass Artists Club.

The work scope will be:

1. Demolition of existing interior walls, flooring and ceiling grid per plans.
2. Construct interior rooms including a 690 SF kiln and holding room.
3. Construct an attached 375 SF exterior work area w/ full roof cover.
4. Existing mechanical units to remain with upgrades to filtration and supply air systems.
5. Installation of required new plumbing and electrical fixtures.
6. New mill work.
7. Enclosure wall, fencing and gates
8. Demo and pour level pad for relocated storage shed.

BIDS WILL BE DUE: February 22, 2023 AT 4:00 p.m.

Sealed bids shall be addressed and submitted to:

GREEN VALLEY RECREATION, INC.
1070 S. Calle de las Casitas
Green Valley, Arizona 85614

- A. Bidder can submit the entire bid package hard copy and electronic copy in a sealed envelope. Bidder must include any and all addenda with the bid package. **Proposals received after the bid date or time may be rejected without consideration. Extensions may be granted by permission of GREEN VALLEY RECREATION, Inc management only.**
- B. The Bidder shall legibly fill out the bid proposal in ink complete with the total and sign the proposal. The Bidder shall submit for consideration the completed AIA Document A101-2017 Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum. The Additional Terms set forth in the AIA form in Section 8.7 as 'Other provisions' shall be the following:
- a) **Lien.** If any notice of lien, stop notice or bonded stop notice is presented to the Owner or recorded, despite payment by the Owner in accordance with the terms of this Agreement, the Owner may withhold from Contractor all sums the Owner considers necessary to protect the Owner from loss or expenses arising from such lien or notice. Provided however, if the Owner becomes aware that any lien, stop notice or bonded stop notice has been presented or recorded, the Owner must notify the Contractor at least ten days in advance before any sums are withheld from Contractor. Further, Contractor will furnish within ten (10) days after demand, at Contractor's sole cost, all statutory and other bonds necessary to release and discharge the Project or any of the Owner's property from liens and to result in the release of funds held in response to any notice or bonded stop notice despite payment by Owner in accordance with the terms of this Agreement.
- b) **Time.** If during the performance of Work the delivery of materials, equipment or products are delayed through no fault of Contractor due to factors including supply chain shortages, unavailability of transportation, labor shortages or other similar factors, the Project Schedule shall be adjusted for such delays and Contractor shall not be liable for such delays.
- c). **Attorney Fees** In the event any claim resulted in arbitration, the arbitrator shall award the prevailing party its attorney fees and costs.
- If the bid is accepted, the AIA Document A101-2017 will form the final and complete contract between the parties.**
- C. The Bidder shall complete the list of subcontractors and suppliers and submit with their bid packages.
- D. The Tenant Improvement of GVR Glass Artists shall be bid **Lump Sum**. It is the contractor's

responsibility to determine all quantities for the items shown on the bid proposal. Contractors shall bid all items listed on the bid proposal. All Contractors shall be required to insert their quantities and unit prices in the spaces provided in the bid proposal. The items shown on the bid proposal shall not be considered inclusive of all work to be performed. Additional lines are available for Contractors to insert additional items as needed. The bid price shall be a **Lump Sum** price unless there is a change in the plans after the bid date. The Bidder agrees that the unit prices for the items shown on the bid proposal will be used only to establish the value of changes in the scope of work if plan revisions are necessary.

The Bidder agrees to guarantee their bid for one hundred twenty (120) days from the project start date of each work description as outlined in “**Contract Time & Extension.**” A pre-award conference may be held with the apparent successful Bidder to review plans, specifications, contracts and the construction schedule.

Upon the request of GREEN VALLEY RECREATION, INC., the apparent successful Bidder shall submit a list of equipment with rental rates for possible time and materials work.

The bid opening will be private. The Owner or Organization reserves the right to reject any or all bids, with or without cause, and to waive technical errors and formalities. The lowest bid may not necessarily be accepted. The Owner or Organization intends to accept the proposal that in their sole judgment best serves their interests.

SUBMISSION REQUIREMENTS

Documents to be submitted with Proposal include an original, two copies, and one electronic copy of each of the following:

- Bid Proposal Form - An authorized representative who can make a binding commitment for the firm must sign the Bid Proposal Form.
- Information Regarding the Bidder Form, including three references with complete contact information for three different construction projects completed within the past five years.
- A written proposal outlining the recommended process and schedule for completing the above tasks.
- A budget for the project based on the tasks listed or proposed. The budget should clearly indicate the cost for distinct parts of the project.

Green Valley Recreation, Inc. is an Equal Opportunity Employer. Discrimination based on age, race, color, creed, religion, national origin, ancestry, disability, marital status, sex, sexual orientation, gender identity, or physical characteristic is expressly prohibited.

All materials submitted in response to this Request for Proposals will become the property of Green Valley Recreation, Inc. The Organization agrees, to the extent permitted by law, to hold in strictest confidence all material and information belonging to the bidder which it deems to contain confidential business or financial information.

Proposals in response to this RFP must be submitted in a sealed envelope containing the name and

address of the Bidder, in accordance with the requirements specified in the RFP. Submissions should be marked **GVR GLASS ARTISTS TI RFP NO: 2023-02-SRS-08** and delivered to the **Facilities Department, Green Valley Recreation, Inc., 1070 S Calle De Las Casitas, Green Valley, AZ 85614, no later than February 22, 2023 at 4:00 p.m.**

REVIEW OF QUALIFICATIONS

The Organization will review all submissions for responsiveness to this RFP. The review will consider the experience of the contractor, recent work on similar projects, anticipated timeline, and project references. The Organization may request additional information and reserves the right to reject any or all proposals as is in its best interest.

AWARD OF CONTRACT

Bidders may bid only on the entire Project. The Board of Directors of Green Valley Recreation, Inc. will select the successful Bidder. In determining which proposal is best, the Organization will take into consideration the bid price and the experience, qualifications, references, responsibility, and current availability of the bidder to perform the work. The Organization reserves the right to exercise its sole discretion to best serve the interests of the Organization. Except where the Organization exercised the right reserved herein to reject any or all proposals, each Agreement will be awarded on a lump sum basis, as is in the best interest of Green Valley Recreation, Inc.

The successful Bidder shall be required to execute an AIA Document A101-2017 Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum. Green Valley Recreation, Inc. reserves the right to cancel the Award of the Agreement at any time prior to execution of the Agreement without liability on the part of the Organization.

EXECUTION OF THE AGREEMENT

The successful Bidder must execute the Agreement within 10 business days after the award and submit such other Documents and insurance certificates as required by the Contract Documents. Failure by the Contractor to execute the Agreement and submit such other documents as required by the Contract Documents shall be just cause for annulment of the Award.

A Bidder may submit only one proposal for the Agreement. More than one proposal from an individual, firm or partnership, corporation or association under the same or different names will not be considered on any given Agreement and will be considered grounds for disqualification and/or rejection of the proposals involved, unless prior approval has been given by the Organization.

INVITATIONS TO SUBMIT PROPOSALS A COURTESY

This invitation to bid may be sent as a courtesy to known interested parties. The receipt of this request for proposals from Green Valley Recreation, Inc. in no way implies that the recipient is a qualified Bidder.

INTERPRETATIONS

All questions about the meanings or intent, discrepancies or omissions of the Contract Documents shall be submitted via email to David Jund, Facilities Director, e-mail: djund@gvrec.org by Thursday

February 15, 2023 at 2:00 p.m. The written responses, including any changes to the RFP, become part of the Contract Documents and will be posted on the Organization website as an addendum by 4:00 p.m. February 17, 2023. It is the responsibility of each Bidder to visit the Organization's website at www.gvrec.org from the home page on the right side under the News and Info tab and then Bids & RFPs to obtain any addenda or other information regarding the RFP.

SPECIAL CONDITIONS

Definitions:

The following definitions shall apply to specifications, contracts, bonds and insurance:

Owner: GREEN VALLEY RECREATION, INC.
1070 S. Calle de las Casitas, Green Valley, Arizona 85614
(520) 625-3440

Architect: WSM, A DIVISION OF SHIVE-HATTERY
4330 N CAMPBELL AVE #268
TUCSON, AZ 85718
520.408.1004

Structural Engineer: SCHNEIDER AND ASSOCIATES
435 E 9TH ST
TUCSON, AZ 85705
520.512.8183

Mechanical Engineer: PH MECHANICAL
333 N WILMONT RD #201
TUCSON, AZ 85711
520.731.2060

Electrical Engineer: ELECTRICAL DESIGN ASSOCIATES (EDA)
7536 N LA CHOLLA BLVD
TUCSON, AZ 85741
520.622.2196

PLANS AND SPECIFICATIONS

These plans accompany and are made part of the Project Specifications and Contract Documents.

PROJECT: GVR GLASS ARTISTS TI RFP NO: 2023-02-SRS-08

Link to Approved Plans:

<https://www.gvrec.org/up/news-info/misc/2023/GVR%20Glass%20Arts%202023-02-06%20for%20bid.pdf>

CONTRACT TIME & EXTENSION

The Contractor shall notify the Owner or Organization in writing within 72 hours of any circumstances or events that the Contractor believes may justify an extension of time. Failure to do so may result in rejection of the request.

BID GUIDELINES

All bids must include a schedule with an estimated time to completion. *This will be a determining factor when bids are awarded. Certain jobs may have time restrictions disclosed in the “Scope of Work” section of this bid letter. Note these limits and bid accordingly.*

Site must be returned to original condition prior to issuance of final payment, less retention. Contractor must schedule a walk through with a Green Valley Recreation Representative prior to start & immediately following completion. A written record of the walk through will be provided by Green Valley Recreation.

Presentation of a bid will confirm that Contractor has visited the site and is satisfied as to the condition of the site.

Contractor agrees to employ only persons possessing the experience and training needed for the completion of said work as outlined in the “Scope of Work” and further insures that a “competent party”, must also be able to communicate with the Green Valley Recreation Representative, will be in control of the site and work at all times while work is in progress. **An emergency contact name and number must be provided on 24 hour/7 days a week.**

Contractor will strictly adhere to all labor and safety laws and regulations while work is in progress, for all governing authorities.

Coordination of municipal and private inspections shall be contractor’s responsibility. All work shall be completed in strict conformance with the requirements of all municipal and regulatory agencies. All work shall be completed in strict accordance with the plans and specifications or as shown in the “Plan Notes” below, or as required by governing municipality whichever is most restrictive.

Contractor will conduct operations in such a manner as to cause no undo hazard to exist.

Contractor shall ensure that the general public and all persons affected by the “Scope of Work” are dealt with in a courteous manner.

Permits will be obtained by the Contractor.

Organization has the right to award all or part of the improvements.

Contractors will be responsible to verify that all supervisor personnel have the most recent set of plans pertaining to the work being performed. Any costs for incorrect work performed because the contractor's field personnel had the incorrect plans will be the Contractor's responsibility.

All work will be performed in strict accordance with the project Contract Documents.

GENERAL INFORMATION

The Contractor shall keep his work area clean at all times. All waste generated by the Contractor will be disposed of away from the site. The cost of this work shall be included in the Contractors bid.

Work areas not kept clean shall be cleaned by the Organization. The cost to do this will be deducted from the Contractor's payment.

The Contractor will themselves assess the site and all existing conditions and shall bear the cost of repair of any damage to these existing facilities caused by the Contractor. The Contractor must notify the Organization immediately of any damage.

The Contractor is responsible to notify Blue Stake, the town, the city, and / or Pima County before beginning work. The Contractor shall request Blue Stake updates as necessary to keep markings current.

Contractor shall also have all punch list items completed within 10 working days of receipt of punch list and notification.

WATER SOURCE

The Organization shall supply, at their expense, construction water, to be used for dust control, excavation and backfill operations, deliveries, general traffic and incidentals during construction phase.

WORK SCOPE

The work to be performed under this contract will include the approximately 4482 SF of interior space with partition walls. Suspended ceilings in some rooms. Also, included is a fully covered 375 SF exterior work area enclosure as shown on the Plans.

INFORMATION REGARDING THE BIDDER

1. Name of Bidder:

_____ (Individual/Firm/Corporation)

Address: _____

Telephone: _____ FAX: _____

E-mail Address: _____

2. Please provide the following information concerning work that you have done within the last five (5) years which is similar to the Bid work.

FOR WHOM PERFORMED	CONTRACT AMOUNT	DATE COMPLETED	CONTACT'S NAME/ TELEPHONE NUMBER

3. Please provide at least three references, including any Arizona non-profit or governmental units or agencies for whom you have worked on a similar project. Include the name and telephone number of your contact with each reference.

4. Identify all subcontractors that you intend to use in performing the work under the Contract and specify the work each is expected to perform.

Dated this _____ day of _____, 2023.

Name of Bidder: _____ By: _____

Printed Name: _____ Title: _____



GREEN VALLEY RECREATION, INC.
NOTICE OF INVOICE
REVISION

Co: _____

Fax No: _____

Attn: _____

Date Faxed: _____

No of Pages: _____

Project: _____

Billing Period: _____

Please be advised that your invoice for the above referenced project and period has been revised for the following reason (s): **PLEASE REVISE ALL RECORDS TO REFLECT THESE CHANGES, FUTURE INVOICES NOT ADJUSTED WILL BE REJECTED.**

- PERCENT COMPLETE ON THE ATTACHED INVOICE # _____ HAS BEEN REVISED TO _____%, DUE TO _____
- REVISED DUE TO INCORRECT CALCULATIONS, I.E. INCORRECT TAX RATE, WRONG ADDITION, ETC.
- RETENTION _____% or \$ _____ WILL BE SUBMITTED FOR PAYMENT. PLEASE SUBMIT INVOICE FOR BALANCE ON OR BEFORE THE NEXT BILLING PERIOD. _____

- INVOICE # _____ ADJUSTED TO REFLECT 10% RETENTION HELD.
- OTHER: _____

ABOVE ITEM(S) MUST BE SUBMITTED IN ORIGINAL FORM BY:

IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT: _____



GREEN VALLEY RECREATION, INC.
NOTICE OF INVOICE
REJECTION

Co: _____ Project: _____

Attn: _____ Billing Period: _____

Please be advised that your invoice for the above referenced project and period has been rejected for the following reason (s):

- INVOICE # _____ RECEIVED AFTER CUT OFF DATE OF: _____.
- CHANGE ORDER IS NOT EXECUTED FOR INVOICE # _____.
- CONTRACT IS NOT FULLY EXECUTED.
- INVOICE # _____ NOT SUBMITTED ON ORGANIZATION'S INVOICE FORM INCLUDED IN YOUR CONTRACT.
- CONDITIONAL RELEASE FOR INVOICE # _____ NOT ATTACHED TO OWNER'S INVOICE FORM.
- RECEIVED FAXED COPY OF INVOICE # _____. **ONLY ORIGINALS ACCEPTED!**
- RETENTION CANNOT BE SUBMITTED FOR PAYMENT DUE TO:
 - FINAL ACCEPTANCE NOT COMPLETE
 - OUTSTANDING BACKCHARGES
- MUST ATTACH CONDITIONAL LIEN RELEASE INCLUDED WITH YOUR CONTRACT.
- PREVIOUS INVOICE ADJUSTMENTS NOT REFLECTED ON CURRENT INVOICE # _____.
- OTHER: _____

ABOVE ITEM (S) MUST BE SUBMITTED IN ORIGINAL FORM BY:

IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT: _____



GREEN VALLEY RECREATION, INC

LIST OF SUPPLIERS AND SUBCONTRACTORS FOR PROJECT

Supplier or Subcontractor:	Est. Value:
Type of Trade or Supplies provided to Project:	
Company	
Contact:	
Address, City, State & Zip:	
Phone:	

Supplier or Subcontractor:	Est. Value:
Type of Trade or Supplies provided to Project:	
Company	
Contact:	
Address, City, State & Zip:	
Phone:	Fax:

Supplier or Subcontractor:	Est. Value:
Type of Trade or Supplies provided to Project:	
Company	
Contact:	
Address, City, State & Zip:	
Phone:	Fax:



**GREEN VALLEY RECREATION, INC.
REPORT OF FIELD CHANGE**

PROJECT: _____ RFC# _____

TO: _____ **DATE:** _____
(Contractor)

ORGANIZATION APPROVAL RECEIVED: Y N **TIME:** _____ **DATE:** _____

ORGANIZATION CONTACT: _____

CONTRACTOR: You are authorized to perform the work described in this Report of Field Change. This form must accompany any invoice or proposal for work outlined herein and must be returned to Owner's office within 72 hours of completion of work. Failure to turn in proper documentation may result in delay of payment for such.

Detailed Identification of Problem: _____

Detailed Solution Proposed or Accomplished: _____

Comments: _____

Contract Impact: ADD: Y N DEDUCT: Y N CONTRACT EXTENSION: Y N

Estimated Cost: \$ _____

Back Charge: Y N _____ Contractor _____ Date Notified _____

Prepared By: _____ **Received By:** _____
GREEN VALLEY RECREATION, INC CONTRACTOR



NOTIFICATION OF BACK CHARGE No. _____

Date: October 1, 200X
 Project: project name
 Organization: GREEN VALLEY RECREATION, INC.
 Issued By: _____
 Contractor(s) to be Back charged: ABC Company
 Date Work Performed: _____
 Reason for Back charge: Re-stake returns that were previously staked.
 Contractor Performing Work: AAA Construction
 Back charge Amount: \$765.00

The actual back charge amount will be deducted from Contractor's total contract sum. This back charge covers a period through _____, for the purpose noted above and does not cover any retention, pending modifications and changes, or items furnished after that date.

IF THE CONTRACTOR DISPUTES THE BACKCHARGE, THEY MUST VERBALLY NOTIFY ORGANIZATION IMMEDIATELY UPON RECEIPT OF THIS NOTIFICATION, AND FOLLOW UP WITH WRITTEN NOTIFICATION WITHIN FORTY-EIGHT (48) HOURS OF RECEIVING THIS NOTIFICATION. TIME IS OF THE ESSENCE. FAILURE TO DISPUTE THIS BACKCHARGE IN WRITING WITHIN THE 48 HOURS SHALL AUTOMATICALLY CONSTITUTE CONTRACTOR ACCEPTANCE. This will enable both parties to have the opportunity to resolve the dispute in a timely manner, to prevent project delays. Organization will not withhold any pay application due to an unresolved back charge, provided Organization has been properly notified. NOTE: EMERGENCY ITEMS REQUIRING IMMEDIATE REPAIR OR MODIFICATION MAY NOT ALLOW FOR A 48-HOUR NOTIFICATION. THIS WILL NOT RELIEVE THE RESPONSIBLE CONTRACTOR OF FINANCIAL RESPONSIBILITY FOR REPAIRS.

RECEIVED BY: _____
 Name Contractor Date

VERBALLY NOTIFIED: _____
 Name Contractor Date



CONDITIONAL WAIVER AND RELEASE ON PROGRESS PAYMENT
(Pursuant to A.R.S. §33-1008)

Project: GVR GLASS ARTISTS TENANT IMPROVEMENT
Organization: Green Valley Recreation, Inc.

On receipt by the undersigned of a check from Green Valley Recreation, in the sum of \$_____ payable to *Contractor Name*, and when the check has been properly endorsed and has been paid by the bank on which it is drawn, this document becomes effective to release any mechanic's lien, any state or federal statutory bond right, any private bond right, any claim for payment and any rights under any similar ordinance, rule or statute related to claim or payment rights for persons in the undersigned's position that the undersigned has on the job of Green Valley Recreation, Inc., located at Desert Hills Center, 2980 S. Camino Del Sol, Green Valley, Arizona 85614. to the following extent.

This release covers a progress payment for all labor, services, equipment or materials furnished to the jobsite or to Green Valley Recreation, Inc., through _____ only and does not cover any retention, pending modifications and changes or items furnished after that date. Before any recipient of this document relies on it, that person should verify evidence of payment to the undersigned.

The undersigned warrants that they either have already paid or will use the monies they receive from this progress payment to promptly pay in full all of their laborers, subcontractors, materialmen and suppliers for all work, materials, equipment or services provided for or to the above referenced project up to the date of this waiver.

DATE: _____

(Contractor)

By: _____

(Signature)

(Print Name)

(Title)



CONDITIONAL WAIVER AND RELEASE ON FINAL PAYMENT

(Pursuant to A.R.S. §33-1008)

Project: GVR GLASS ARTISTS TENANT IMPROVEMENT
Organization: Green Valley Recreation, Inc.

On receipt by the undersigned of a check from Green Valley Recreation, in the sum of \$_____ payable to *Contractor Name*, and when the check has been properly endorsed and has been paid by the bank on which it is drawn, this document becomes effective to release any mechanic's lien, any state or federal statutory bond right, any private bond right, any claim for payment and any rights under any similar ordinance, rule or statute related to claim or payment rights for persons in the undersigned's position, the undersigned has on the job of Green Valley Recreation, Inc., located at Desert Hills Center, 2980 S. Camino Del Sol, Green Valley, Arizona 85614.

This release covers the final payment to the undersigned for all labor, services, equipment or materials furnished to the jobsite or to Green Valley Recreation, Inc., except for disputed claims in the amount of \$_____. Before any recipient of this document relies on it, the person should verify evidence of payment to the undersigned.

The undersigned warrants that they either have already paid or will use the monies they receive from this final payment to promptly pay in full all of his laborers, subcontractors, materialmen and suppliers for all work, materials, equipment or services provided for or to the above referenced project up to the date of this waiver.

DATE: _____

(Contractor)

By: _____

(Signature)

(Print Name)

(Title)



UNCONDITIONAL WAIVER AND RELEASE ON PROGRESS PAYMENT

(Pursuant to A.R.S. §33-1008)

Project: GVR GLASS ARTISTS TENANT IMPROVEMENT
Organization: Green Valley Recreation, Inc.

The undersigned has been paid and has received a progress payment in the sum of \$_____ for all labor, services, equipment or material furnished to the jobsite, located at Desert Hills Center, 2980 S. Camino Del Sol, Green Valley, Arizona 85614 and does hereby release any mechanic's lien, any state or federal statutory bond right, any private bond right, any claim for payment and any rights under any similar ordinance, rule or statute related to claim or payment rights for persons in the undersigned's position that the undersigned has on the above referenced project to the following extent.

This release covers a progress payment for all labor, services, equipment or materials furnished to the jobsite or to Green Valley Recreation, Inc., through _____ only and does not cover any retention, pending modifications and changes or items furnished after that date.

The undersigned warrants that they either have already paid or will use the monies they receive from this progress payment to promptly pay in full all of their laborers, subcontractors, materialmen and suppliers for all work, materials, equipment or services provided for or to the above referenced project up to the date of this waiver.

DATE: _____

(Contractor)

By: _____
(Signature)

(Print Name)

(Title)

NOTICE: THIS DOCUMENT WAIVES RIGHTS UNCONDITIONALLY AND STATES THAT YOU HAVE BEEN PAID FOR GIVING UP THOSE RIGHTS. THIS DOCUMENT IS ENFORCEABLE AGAINST YOU IF YOU SIGN IT, EVEN IF YOU HAVE NOT BEEN PAID. IF YOU HAVE NOT BEEN PAID, USE A CONDITIONAL RELEASE FORM.



UNCONDITIONAL WAIVER AND RELEASE ON FINAL PAYMENT
(Pursuant to A.R.S. § 33-1008)

Project: GVR GLASS ARTISTS TENANT IMPROVEMENT
Organization: Green Valley Recreation, Inc.

The undersigned has been paid in full for all labor, services, equipment or material furnished to the jobsite or to Green Valley Recreation, Inc., located at Desert Hills Center, 2980 S. Camino Del Sol, Green Valley, Arizona 85614 and does hereby waive and release any right to mechanic's lien, any state or federal statutory bond right, any private bond right, any claim for payment and any rights under any similar ordinance, rule or statute related to claim or payment rights for persons in the undersigned's position, except for disputed claims for extra work in the amount of \$0.00.

The undersigned warrants that they either have already paid or will use the monies they receive from this final payment to promptly pay in full all of their laborers, subcontractors, materialmen and suppliers for all work, materials, equipment or services provided for or to the above referenced project.

DATE: _____

(Contractor)

By: _____
(Signature)

(Print Name)

(Title)

NOTICE: THIS DOCUMENT WAIVES RIGHTS UNCONDITIONALLY AND STATES THAT YOU HAVE BEEN PAID FOR GIVING UP THOSE RIGHTS. THIS DOCUMENT IS ENFORCEABLE AGAINST YOU IF YOU SIGN IT, EVEN IF YOU HAVE NOT BEEN PAID. IF YOU HAVE NOT BEEN PAID, USE A CONDITIONAL RELEASE FORM.



**ADDENDUM
RFP NO: 2023-02-SRS-08**

for

GVR Glass Artists Tenant Improvement

**Issued by:
Green Valley Recreation
1070 S. Calle de las Casitas
Green Valley, AZ 85614
(520) 625-3440**

Issue Date: **February 3, 2023 (Initial Issue Date)**
February 22, 2023 (Addendum Issue Date)

Submittal Due Date: **March 03, 2023 by 4:00 PM** (this Addendum extends the submittal due date from February 22, 2023 to March 3, 2023)

Green Valley Recreation, Inc. ("Corporation", "Organization", or "GVR") invites proposals for Glass Artists Tenant Improvement Project. Copies of the RFP package, including a scope of work, submission requirements, and affidavits, may be downloaded from the website under the News and Info tab.

The Organization seeks requests proposals from qualified commercial general contractors to execute a Tenant Improvement at GVR's Santa Rita Springs Center.

For questions, contact the Facilities Director, David Jund, by phone, 520-625-3440 or email djund@gvrec.org.

Delivery: Proposals may be mailed, emailed, or hand-delivered to Green Valley Recreation, Inc., attention David Jund, Facilities Director.

Communications: All qualifications, specifications, and requirements are set forth in the RFP package issued on February 3, 2023. The only change in this Addendum is that submittals are now due on March 3, 2023.



Green Valley Recreation, Inc.

Board of Directors Special Meeting

Direction to Staff on Ceramics Expansion

Prepared By: Scott Somers, CEO

Meeting Date: March 8, 2023

Presented By: Scott Somers, CEO

Consent Agenda: No

David Jund, Facilities Director

<p>Originating Committee / Department: Administration and Facilities</p>
<p>Action Requested: Provide direction to Staff on next steps concerning Ceramics Club expansion.</p>
<p>Strategic Plan: GOAL 1: Provide excellent facilities for members to participate in a variety of active and social opportunities</p>
<p>Background Justification:</p> <p>The Ceramics Club has been operating out of dedicated space at Desert Hills (approximately 1,838 sq ft). Recently, with the Arts and Crafts Club relocating to Santa Rita Springs, the Ceramics Club was able to expand into the vacated Arts and Crafts space (approximately 722 sq ft), bringing the current total to approximately 2,560 sq ft.</p> <p>In 2020, GVR purchased the then Canoa Hills Golf Clubhouse as a potential new permanent location for the Ceramics Club (see membership growth rate attached), which would have provided approximately 4,025 sq ft of space. Ceramics would have occupied the upper level of the Clubhouse, while Glass Artists would have occupied the lower level of the Clubhouse. Cost estimates to reconstruct the upper level for the Ceramics Club were approximately \$500,000. Architectural plans were developed to house both clubs. In July of 2021, GVR paused the project due to the potential high cost (approximately \$2,100,000 for both clubs, not including the cost of the building and parking lot) and began researching other more cost-effective solutions.</p> <p>Immediately after the pause, staff begin exploring opportunities for improved facility utilization. Staff and the Planning and Evaluation Committee (P & E) Chair met with the boards from several clubs, including, but not limited to, Glass Artists, Ceramics, and Lapidary, to discuss their club’s interests and needs. Staff presented this history, background, and process during the Board of Directors’ December 6, 2021, Work Session (please see the attached staff report and Minutes).</p> <p>During the Board’s Regular meeting on December 15, 2021, the Board unanimously supported a motion to direct staff to pursue the recommendation made by the Planning and Evaluation Committee (P & E) to pursue the Plan A capital plan as presented (please see the attached staff report, exhibits, and Minutes). Plan A recommended expanding Ceramics into the Arts and Crafts room and eventually into the Lapidary space at Desert Hills, once and if Lapidary is able to consolidate in a different location such as West Center. Please note, included in the staff report, the Facilities Organization Options Survey reiterated the results of the 2018 member survey, which mirrored the member feedback gathered during the</p>

master planning in 2016, which indicated that *Improved spaces for cramped clubs* ranked #2 as a priority.

Staff provided an update on Plan A during the P & E Committee meeting on February 10, 2022. At that meeting, staff introduced the concept of creating a Fine Arts Campus at Santa Rita Springs and discussed potential use or repurposing of currently underutilized space at Santa Rita Springs to allow for the expansion and relocation of existing fine arts clubs. At that time, the concept of including Glass Arts at an Arts Center and West Center remained, but the concept of relocating Ceramics to Santa Rita Springs was being explored (please see the attached staff report, exhibits, and Minutes).

During the May 18, 2022, Board of Director's Work Session, the Board was asked to review concept drawings and cost estimates associated with a potential Arts Center at West Center and discuss how best to move forward. During the meeting, staff pointed out that in order for an Arts Center to move forward, a loan would likely be needed, but that it remained to be seen as to whether the GVR membership would support the use of debt financing for this endeavor. Staff also provided an update on the relocation of clubs and spaces. Here are a few mentioned:

- Arts and Crafts Club moving from Desert Hills to Santa Rita Springs
- Ceramics Club expanding into vacated Arts and Craft Club at Desert Hills
- Billiards at Desert Hills moving to the Canoa Hills Clubhouse to allow for Fitness Center expansion at Desert Hills
- Computer Club moving to Kino Room at Santa Rita Springs. *Note that the Computer Club was first offered space in Desert Hills in the current fitness and poker rooms (1,911 sq ft versus the 909 sq ft Kino Room the Club chose to move into)*
- Glass Artists Club possibly moving into 4,200 sq ft of vacated Computer Club space at Santa Rita Springs

To continue moving forward, staff mentioned that the clubs would need to meet individually and collectively with a space planner (architect) to layout plans. The Minutes reflect that the Board agreed to allow the clubs and staff to work on the placements and bring back to the Board for approval (please see the attached staff report and Minutes). Since the Board work session on May 18, 2022, the following actions have occurred at Committee and Board meetings:

October 13, 2022, Planning and Evaluation Committee (P & E) meeting

- Long Term Capital Plan Proposed Plan presented. Included \$50,000 in 2022 and \$150,000 in 2023 for Ceramics Expansion.
- The Committee made no recommendations to change the project or limit funding.

October 14, 2022, the Fiscal Affairs Committee (FAC) Work session

- Long Term Capital Plan Proposed Plan presented. Included \$50,000 in 2022 and \$150,000 in 2023 for Ceramics Expansion.

October 18, 2022, Fiscal Affairs Committee meeting

- The committee members discussed the P & E recommendations.
- *The FAC motioned to recommend to the Board to adopt the 2023 Proposed Budget recommended by the CEO, which included in the Capital Improvement Plan a budget of \$150,000 for 2023 (a total project budget of \$200,000 when including \$50,000 from 2022).*

October 26, 2022, Board of Directors Regular meeting

- *Motion made to adopt the 2023 Proposed Budget, which included the Capital Improvement Plan, presented by the CEO and recommended by the FAC. Motion was approved a 7-5 vote.*

January 12, 2023, Planning and Evaluation Committee meeting (Draft Minutes)

- Staff suggested that the P & E Committee recommend to the Board, expanding the current Ceramics space into the exterior walkway to add more square footage and width to the space, in addition to moving this project forward now for potential cost savings by combining with the Fitness Center project. The expansion would increase the current space of 2,560 sq ft to approximately 3,488 sq ft.
- *Motion: Skytta moved, seconded to recommend to the Board of Directors to combine the projects of the expansion of the Ceramics Club space with the Fitness Center Expansion at Desert Hills for potential cost savings purposes. Passes: unanimous*

January 25, 2023, Board of Directors Regular meeting

- Staff recommended a sole source, Cost Plus contract for the Ceramics Project Expansion project, and to increase the budget for this project from \$200,000 to \$300,000 (please see staff report attached).
- Some Board members expressed concern that a request for proposals (RFP) or invitation to bid (ITB) was not issued and expressed concern that the project was too big and too expensive.
- *Motion made to award a contract to the contractor. The motion failed on a 6-6 vote.*

Before contributing any additional resources to this project, staff is asking the Board for clear direction on how to move forward. If the Board is interested in expanding the Ceramics Club space from 2,560 sq ft to 3,488, which will include bringing the entire space up to County Code requirements, the cost estimate for architectural services is approximately \$32,500, which includes complete permit and bid-ready construction documents.

Board Options:

1. Direct staff to work with an architect to develop complete permit and bid-ready construction documents which would expand the current Ceramics Club space from 2,560 sq ft to 3,488 sq ft and bring the entire space up to County Code requirements.
2. Provide alternative direction to Staff.

Staff Recommendations:

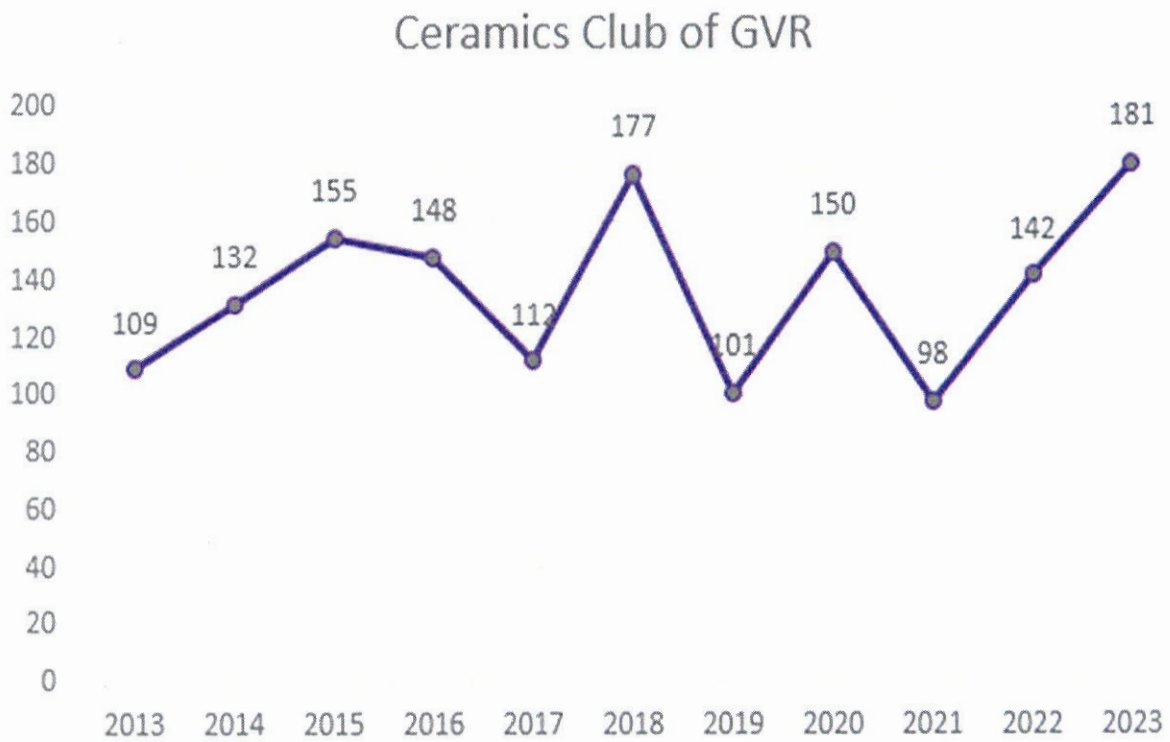
Option #1

Recommended Motion:

I move to direct staff to work with an architect to develop complete permit and bid-ready construction documents which would expand the current Ceramics Club space from 2,560 sq ft to 3,488 sq ft and bring the entire space up to County Code requirements.

Attachments:

1. Ceramics Club growth rate
2. December 6, 2021 Staff Report and Board Work Session Minutes
3. December 15, 2021 Staff Report and Board Meeting Minutes
4. February 10, 2022 Planning and Evaluation Committee Agenda, Exhibit and Minutes
5. May 18, 2022 Staff Report and Board Work Session Minutes
6. January 25, 2023 Staff Report and Board Meeting Minutes
7. Capital Costs Related to Hobby and Non-Dedicated Clubs





Green Valley Recreation, Inc.
Board of Directors Work Session

Prepared By: David Jund, Facilities Director **Meeting Date:** December 6, 2021

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

<p>Originating Committee / Department: Planning & Evaluation Committee/ Staff</p>
<p>Action Requested: Review and discuss the Planning and Evaluation Committee’s recommendation of Plan A as submitted by staff to the Committee on 12/2/2021.</p>
<p>Strategic Plan Focus Area: Goal #1</p>
<p>Background Justification: Tasked with finding potential options for a permanent dedicated location for the GVR Glass Artists Club as well as resolving long standing space constraints being felt by numerous other clubs and activity specific rooms, staff and the P&E Committee began exploring possible solutions. At the Board of Directors meeting on July 28, 2021, a pause in proceeding with construction at the Canoa Hills Clubhouse as the future home for the Glass Artists Club and new home for the Ceramics Club was recommended in order to give the Board and staff time to review alternative concepts.</p> <p>Over the ensuing 4 months, staff reviewed the 10yr. Strategic Master Plan, previous capital plans, club requests, and construction histories of each GVR facility. Underutilized spaces throughout GVR were also explored as areas for potential repurposing to accommodate needs for clubs and the general membership.</p> <p>The primary dedicated space clubs that have been experiencing space constraints are Glass, Lapidary, Ceramics and Metal Arts. The idea of incorporating a consolidation of the 3 Lapidary studios into one studio has been on several capital plans, including the 10yr. Strategic Master Plan. The consolidation of Lapidary creates a critical path that frees up 5 rooms of a</p>

combined 4000 square feet of space to be repurposed for member-use classroom/meeting rooms.

As concepts began to develop, the idea of an industrial arts complex at West Center that could not only take on a consolidation of Lapidary but also other similar forms of hobby shops and studios on one campus began to take shape. This idea had been mentioned in the 10yr. Strategic Master Plan and has been discussed at P&E over recent years.

The development of social gathering spaces has also been identified in several capital plans, surveys and at the P&E committee level since 2016 as important for GVR members.

Two primary underutilized spaces, the shuffleboard courts at Desert Hills and West Center were considered as spaces with great potential to be repurposed. The Desert Hills Fitness Center had been identified by past P&E committees for expansion and relocation onto the center's shuffleboard courts. With the Woodworkers, the Artisans' Shop, one Lapidary Studio and the kilns and store of the Glass Artists Club currently on the West Center campus, staff began looking at the repurposing of the shuffleboard courts as a location for a large industrial arts complex that could house a dedicated studio/classroom space for Glass Artists, consolidated Lapidary Studio and an expanded Metals Arts Club.

Meetings were conducted with leadership of several clubs, users of fitness centers, P&E Chair Boyett and staff to discuss current and future space needs. Development of two plans, A & B, showing options for finding a dedicated space for Glass Artists Club and expansion of Ceramics began.

Plan A identifies a West Center industrial arts complex, expansion of Ceramics and the Artisans' Shop, expanding the Desert Hills Fitness Center, and social gathering spaces to be developed. Plan A has a critical path freeing up spaces that can positively impact a significant number of members.

Plan B has no critical path but does provide a home for the Glass Artists Club at the Canoa Hills Clubhouse and a smaller scale expansion of Ceramics at Desert Hills or a potential move to Santa Rita Springs.

Both plans show an expansion of a Desert Hills fitness center.

Fiscal Impact:

Plan A is projected as a 2-year project with costs estimated at \$3,275,000 in year one (2022) and \$3,050,000 in costs the following year. This project is expected to require debt financing to reach the final product.

Plan B is also projected as a 2-year project with costs estimated at \$2,136,000 in year one (2022) and \$300,000 in costs the following year. This plan requires no debt financing to be accomplished.

Board Options:

The Board of Directors are asked to review Plan A and provide direction to the P&E Committee and staff on moving forward, with potential adoption of a plan at the Board's December 15th Regular meeting.

Staff Recommendation:

NA

Recommended Motion:

NA

Attachments:

- Facilities Survey – Preliminary Results
- Plan A and B "Bubbles"
- Plan A & B Cash Flow



MINUTES

BOARD OF DIRECTORS WORK SESSION

Monday, December 6, 2021

Zoom

Directors Present: 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, Connie Griffin, Bart Hillyer, Bev Lawless, Scott Somers (non-voting)

Staff Present: David Jund (Facilities Director), Nanci Moyo (Administrative Supervisor), Kris Zubicki (Recreation Services Director)

Visitors: 18

AGENDA TOPIC

Called to Order at 2:40pm

1. Greater Green Valley Community Foundation (GGVCF), Executive Director Michelle Phillips, recent advertising policy changes that affect local organizations.

Executive Director Michelle Phillips shared a brief history and mission for the GGVCF. The request from GGVCF is a community-building strategy that links the community, non-profits, and charity organizations.

GVR would like to have a work group to study this further and bring ideas to the table.

2. Discuss Board email issues - IT capabilities regarding limited outgoing emails from the Board.

The Board discussed Board emails and the need to limit discussions through emails due to a possibility of a quorum forming.

A possible solution is Information Technology (IT) Department creating rules on Outlook to limit emails and the responses.

Board Affairs can review the CPM section on Board Emails and come back to the Board with any changes and solutions.

3. The N&E Committee would like to discuss the Candidate Forum questions in a closed format without other Board Directors not on the committee and only committee members. N&E will ask the BOD for clarification and direction on two related topics to discuss at the Work Session in December: 1) holding a closed meeting to discuss questions for candidates with committee members only, and 2) is any committee or subcommittee

*In accordance with GVR Bylaws, all meetings of the Board at which official business of The Corporation is transacted, with the exception of meetings limited to personnel and/or legal matters, shall be open to all members of The Corporation. An executive session "placeholder" is added to each Regular Meeting Board agenda should the Board have personnel and/or legal matters to address. Meetings shall be governed by Roberts Rules of Order unless otherwise determined by the Board of Directors.

allowed to close a meeting to only committee members and under what circumstances.

The Board discussed whether to have closed meetings for the N&E Committee to discuss candidate questions and if other committees have closed meetings with committee members only. Having the N&E discuss the candidate questions for forums in a closed meeting is to not show bias to any of the candidates as questions are chosen. This topic needs more discussion and resolution at a future meeting.

4. Facility Operation/Organization (Canoa Hills Clubhouse/WC & Desert Hills Shuffleboard), P&E Recommendations and Survey Results.

The P&E Committee is tasked to look at the facilities operation and organization regarding Canoa Hills Clubhouse, West Center and Desert Hills, and the Fiscal Affairs Committee (FAC) is tasked with the funding of proposed facilities.

The presentation reviewed the survey from the membership with these highlights:

- Nearly 90 percent approved of updating and expanding the Desert Hills and Canoa Hills Fitness Centers;
- 75 percent agreed with improving space for a cramped club by renovating the lower level into a dedicated space for the Glass Arts Club;
- Upper level of the Canoa Hills Clubhouse had a 50/50 percent split for improving space for a cramped club or having a social gathering place with a café/coffee;
- Nearly 85 percent would like the West Center shuffleboard courts repurposed to an Industrial Arts Center with enhanced shuffleboard courts at Abrego South with picnic areas and restrooms.
- Plan A recommendations from P&E and the staff include:
 - Desert Hills repurpose the shuffleboard courts and billiards to an expanded larger fitness center;
 - A West Center Industrial Arts Complex would include Glass Arts, Metal Arts, consolidated Lapidary which would allow the Woodworking to expand at West Center and Ceramics could move into the Desert Hill Lapidary space or even the under-utilized space at Santa Rita Springs;
 - Possible social gathering space at West Center courtyard/lobby or upper story of the Canoa Hills Clubhouse;
 - Expand the billiards in the basement of the Clubhouse.

Possible financing for Plan A and Plan B was discussed with a general consensus from the Board to move forward by seeking architectural feasibility study and fee costs from concept drawings. The Board will have a motion at the Regular Board Meeting on December 15 to move forward with a clause of not to exceed amount for architectural work.

5. Adjournment: Meeting was adjourned at 5:23pm.

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Green Valley Recreation, Inc.
Board of Directors

Prepared By: David Jund, Facilities Director **Meeting Date:** December 15, 2021

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

<p>Originating Committee / Department: Planning & Evaluation Committee/ Staff</p>
<p>Action Requested: At a cost not to exceed \$50,000, direct staff to pursue the recommendation made by the P & E Committee to pursue the Plan A capital plan, as presented and attached, which includes Phase 1 design services for an Arts Center at West Center and a fitness center expansion at the Desert Hills Center shuffleboard location, with the understanding that staff will present the results of the Phase 1 design to the Board once completed, at which time, the Board will provide direction to staff on how and if to proceed.</p>
<p>Strategic Plan Goal #1: Provide excellent facilities for members to participate in a variety of active and social opportunities.</p>
<p>Background Justification: Based on details presented to the Board of Director’s at the December 6, 2021 work session, the Board is being asked to direct staff to move forward with Phase 1 design services of an Arts Center at West Center and a fitness center expansion at the Desert Hills Center.</p> <p>Phase 1 Design services include:</p> <ul style="list-style-type: none"> • Program/scope confirmation • Building concepts (conceptual/schematic) • Construction cost estimates • Establish a Total Project Budget • Schedule, etc.

Fiscal Impact:

A cost not to exceed \$50,000 from the Initiatives Fund. With approval and directive from the Board to proceed, staff will reach out to a preferred architectural firm to obtain a fee for Phase 1 design services.

Board Options:

1. Pursue Plan A as recommended by the P & E Committee
2. Pursue Plan B.
3. Provide alternative direction to staff.

Staff Recommendation:

Option #1

Recommended Motion:

Move to direct staff to pursue the recommendation made by the P & E Committee to pursue the Plan A capital plan, as presented and attached, which includes Phase 1 design services, the costs of which shall not exceed \$50,000, for an Arts Center at West Center and a fitness center expansion at the Desert Hills Center shuffleboard location, with the understanding that staff will present the results of the Phase 1 design to the Board once completed, at which time, the Board will provide direction to staff on how and if to proceed.

Attachments:

- Facilities survey results
- Plan A and Plan B illustration map
- Capital Plans for A and B



Facilities Organization Options Survey

Over the late summer and fall of 2021, staff and the GVR Planning and Evaluation Committee (P&E) developed a number of facility use options intended to address the membership's recreation facility priorities. When the Canoa Hills Clubhouse purchase was completed, and preliminary plans for the building were estimated to cost nearly \$2 million, staff and P&E put the plan on hold to see if other options could accommodate the clubs in need of space, while increasing the number of members who would benefit from a multi-million dollar investment.

Based on the results of the 2018 member survey, which mirrored the member feedback gathered during master planning in 2016, GVR members most want:

1. Improved fitness facilities
2. Improved spaces for cramped clubs
3. Social gathering spaces
4. Walking paths and natural areas (since provided by Pima County at the Historic Canoa Ranch and the Canoa Hills Trails Park)

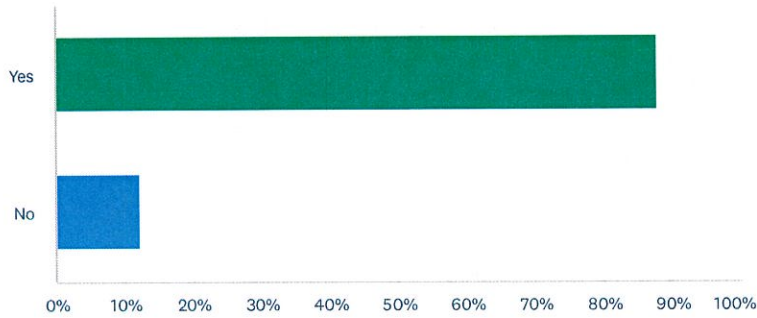
Several clubs, meanwhile, are in need of space with some needs being urgent. As a point of interest, since this survey was published, the Glass Arts Club has endorsed a plan to occupy an industrial arts complex at West Center, should that be built in a timely fashion.

The Planning and Evaluation Committee asked members to provide them with a little direction via the informal survey below. It was distributed via eblast, posted on the GVRec.org homepage and lobby computers, and both digital and paper posters invited members to participate. The survey was completed by 949 people between November 19 and December 6.

The first question asking for the respondent's member number has been omitted.

Q2 The shuffleboard courts at Desert Hills have been essentially defunct for several years with no ill effect on the Shuffleboard Club. Do you support providing improved fitness facilities by creating an updated and expanded fitness center in that space, replacing the current cramped fitness centers at Desert Hills and Canoa Hills (combined average of 5273 uses per month in season)?**

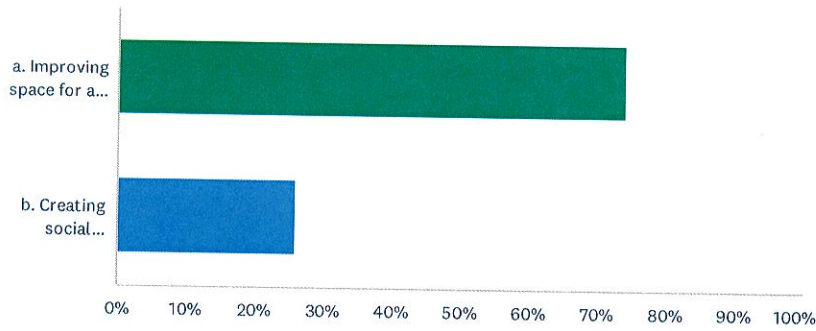
Answered: 927 Skipped: 22



ANSWER CHOICES	RESPONSES	
Yes	87.92%	815
No	12.08%	112
TOTAL		927

Q3 The Canoa Hills Clubhouse includes a 4,000 square foot lower level.
Which option do you prefer?

Answered: 897 Skipped: 52



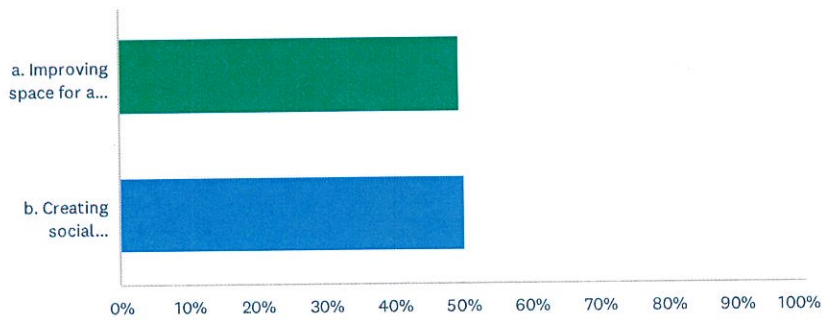
ANSWER CHOICES

RESPONSES

a. Improving space for a cramped club by renovating the lower level into dedicated space for the Glass Arts Club which is now working out of the meeting space at Abrego North and storing their tools and materials in a shed in the parking lot between sessions.	74.02%	664
b. Creating social gathering space by renovating the lower level into a game room to house the Billiards Club, Men's Poker Club, and any of the general membership wishing to get together for cards or other tabletop games. ****	25.98%	233
TOTAL		897

Q4 The Canoa Hills Clubhouse also has a top floor overlooking the Canoa Hills Trails Park. It was previously split between a café/bar and a pro shop with offices. Which option do you prefer?

Answered: 911 Skipped: 38



ANSWER CHOICES

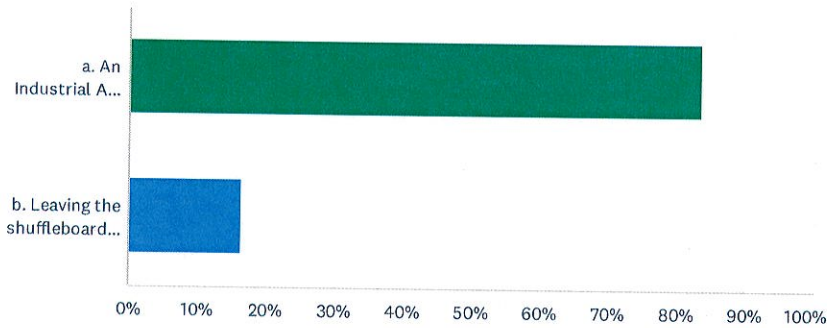
- a. Improving space for a cramped club by renovating the top floor for an expanded Ceramics Club studio.*
- b. Creating social gathering space for the general membership on the top floor, featuring (leased) café or pub space with pool and card tables, darts, dance floor, etc.

RESPONSES

a. Improving space for a cramped club by renovating the top floor for an expanded Ceramics Club studio.*	49.73%	453
b. Creating social gathering space for the general membership on the top floor, featuring (leased) café or pub space with pool and card tables, darts, dance floor, etc.	50.27%	458
TOTAL		911

Q5 The shuffleboard courts at West Center are underutilized. GVR plans to enhance the shuffleboard courts at Abrego South with picnic areas and restrooms, then shift club play to the enhanced facility. Would you prefer to see the West Center shuffleboard courts then repurposed for...

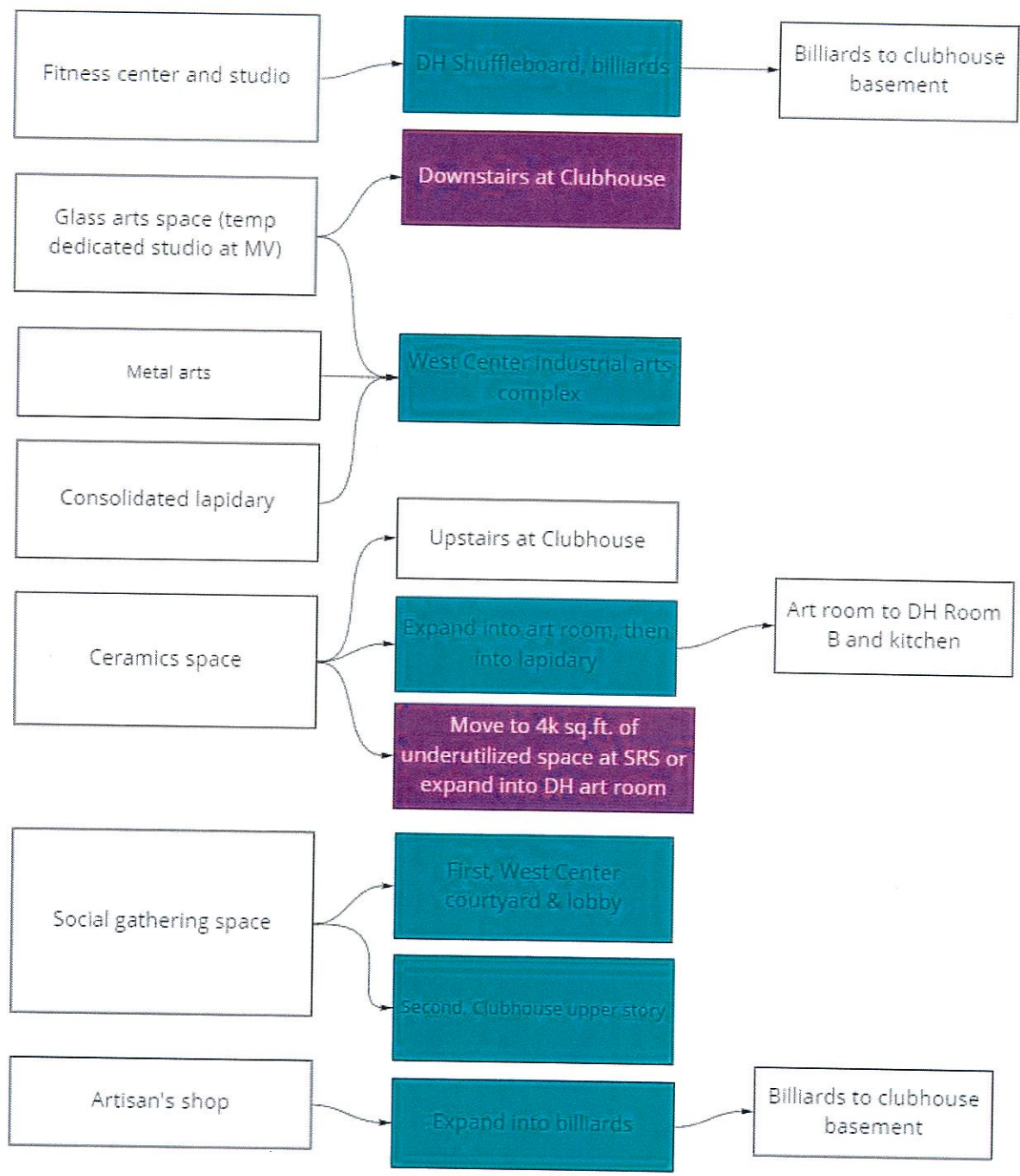
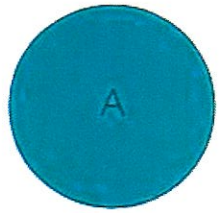
Answered: 899 Skipped: 50



ANSWER CHOICES

RESPONSES

a. An Industrial Arts Center with space for a consolidated Lapidary and Silversmithing shop, a Glass Arts studio, and a Metal Arts shop, to complement the existing Woodworking shop (which could expand into existing lapidary) and the Artisan's Shop?****	83.65%	752
b. Leaving the shuffleboard courts as is?	16.35%	147
TOTAL		899



Long Term Capital Funding Projection

Funding Projections
PLAN A WITH FINANCING

	All Amounts Are Projections				
	2022	2023	2024	2025	2026
Initiatives					
Beginning Balance	\$ 2,173,284	\$ 1,997,633	\$ 1,121,846	\$ 928,134	\$ 937,617
Funding From Operations Revenue	\$ 611,752	\$ 534,316	\$ 555,820	\$ 564,237	\$ 578,830
Additional GVR Funding (EMR Fund Trans.)	\$ 600,000				
Projected Surplus	\$ 190,000				
Debt Service: Loan Proceeds (20 yr., 3%)	\$ 2,000,000	\$ 2,000,000			
Debt Service: Annual Payments (20 yr., 3%)	\$ (85,356)	\$ (237,569)	\$ (253,832)	\$ (253,832)	\$ (253,832)
Transfer to MRR-B for EC Pool					
Net Investment Earnings	\$ 63,953	\$ 38,465	\$ 65,301	\$ 60,079	\$ 63,829
Projects:					
Clay Studio Expansion					
Canoa Hills Club House & Pk Lot	\$ (50,000)	\$ (150,000)	\$ (550,000)	\$ (350,000)	
Canoa Hill Note Payment	\$ (11,000)	\$ (11,000)	\$ (11,000)	\$ (11,000)	\$ (11,000)
East Center Pool Replacement					
PBC Shade Structure					
Abrego So. Field House & Shuffle	\$ (125,000)				
West Center Arts Complex - 17.5K Sq Ft	\$ (2,750,000)	\$ (2,750,000)			
Social Gathering Place	\$ (95,000)				
Desert Hills Fitness Expansion	\$ (300,000)	\$ (300,000)			
EC Art Classroom expansion					\$ (35,000)
Woodshop Expands into Lapidary					\$ (50,000)
Expand Ceramics into Lapidary at DH	\$ (130,000)				\$ (50,000)
LC Third Tennis Court					\$ (120,000)
Potential Projects	\$ (95,000)	\$ -			
GVR Dog Park				\$ -	
LC - Fitness Room Expansion				\$ -	
Ending Balance	\$ 1,997,633	\$ 1,121,846	\$ 928,134	\$ 937,617	\$ 1,060,443

Long Term Capital Funding Projection

Funding Projections

PLAN B WITH NO FINANCING

All Amounts Are Projections

Initiatives	2022	2023	2024	2025	2026
Beginning Balance	\$ 2,173,284	\$ 1,317,995	\$ 1,624,722	\$ 2,280,226	\$ 2,982,637
Funding From Operations Revenue	\$ 611,752	\$ 534,316	\$ 555,820	\$ 564,237	\$ 578,830
Additional GVR Funding (EMR Transfer)	\$ 600,000				
Surplus Projected	\$ 190,000				
Transfer to MRR-B for EC Pool					
Net Investment Earnings	\$ 98,959	\$ 83,410	\$ 110,684	\$ 149,174	\$ 185,913
Projects:					
Clay Studio Expansion					
Canoa Hills Club House Glass Arts '22	\$ (1,600,000)				
Canoa Hill Note Payment	\$ (11,000)	\$ (11,000)	\$ (11,000)	\$ (11,000)	\$ (1,000)
East Center Pool Replacement					
PBC Shade Structure					
Abrego So. Field House & Shuffle	\$ (125,000)				
West Center Arts Complex	\$ -	\$ -	\$ -		
Social Gathering Place	\$ (95,000)				
Desert Hills Fitness Expansion	\$ (300,000)	\$ (300,000)			
EC Art Classroom expansion					\$ (35,000)
Expand Ceramics into Lapidary at DH	\$ (130,000)				\$ (15,000)
LC Third Tennis Court					\$ (120,000)
Potential Projects					
GVR Dog Park	\$ (95,000)	\$ -			
LC - Fitness Room Expansion				\$ -	
Ending Balance	\$ 1,317,995	\$ 1,624,722	\$ 2,280,226	\$ 2,982,637	\$ 3,576,379



MINUTES

BOARD OF DIRECTORS REGULAR MEETING

Wednesday, December 15, 2021 - 2pm

West Center Auditorium / Zoom

Directors Present: 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, Connie Griffin, Bart Hillyer, Bev Lawless, Scott Somers (non-voting)

Director Absent: Christine Gallegos

Staff Present: David Jund (Facilities Director), Nanci Moyo (Administrative Supervisor), David Webster (CFO), Natalie Whitman (Communications Manager), Kris Zubicki (Recreation Services Director)

Visitors: 32

AGENDA TOPIC

1. Call to Order / Roll Call – Establish Quorum

The President being in the chair and the Secretary being present.

President Zelenak called the meeting to order at 2:00pm MST. Secretary Boyett called the roll; quorum established.

2. Adopt Agenda

MOTION: Director Griffin moved, seconded to adopt the Agenda.

MOTIONS TO AMEND: Director Coon moved, seconded to amend the Agenda and add to the Consent Agenda the October Financials as Item H. Director Zelenak moved, seconded to amend the New Business recommending a formation of an Ad-Hoc Committee as Item G in New Business.

Motions to Amend Passed: 8 yes / 3 no (Bachelor, Crothers, Hillyer)

- Correct 10/27/2021 Regular Meeting Minutes: 6.A. under New Business, correct to seven no votes and no abstentions.
- Correct 12/6/2021 Special Meeting Minutes: 3.A. New Business, change yes votes to 3 and no votes to 9 as the motion failed.
- Pull four items from Consent Agenda to address separately under New Business:
 - Consent Agenda B. Approve Record Date
 - Consent Agenda C. Rescind Telephone Voting Motion
 - Consent Agenda F. Approve Fraud Policy
 - Consent Agenda G. Appointment of N&E Chair – Ted Boyett.

3. CEO Report

- Membership Assistance Program (MAP) is receiving donations to help GVR members who are unable to pay their dues. Donations can be made by: 1) GVR members paying their dues can

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include another check for MAP donations, 2) GVR website link for MAP donations, 3) delivering a check to the Administrative Offices, or 4) through the GVR Foundation.

- East Center pool is moving forward. A ribbon cutting is set for September.
- Free movie, Christmas Story, at West Center Auditorium, December 16, 7pm.

4. Consent Agenda

Consent Agenda Items B, C, F, G pulled for separate discussion under New Business.

MOTION: Director Bachelor moved, seconded to approve the four Minutes be adopted as amended, and Consent Agenda items D, E, and H.

A. Minutes:

- BOD Special Meeting: October 20, 2021
- BOD Regular Meeting Minutes: October 27, 2021
- BOD Special Meeting: December 6, 2021
- BOD Work Session: December 6, 2021

~~B. Approve Record Date~~

~~C. Rescind Telephone Voting Motion~~

D. IPS Policy for Operating Cash

E. IPS Policy for MRR-B Pools & Spas

~~F. Approve Fraud Policy~~

~~G. Appointment of N&E Chair – Director Ted Boyett~~

H. October Financials - added

Passed: unanimous

5. New Business

A. Approve Funding and Transfers to MRR-B Pools and Spas Account

MOTION: Director Coon moved, seconded for the Board to authorize staff to complete the following fund transfers to the Maintenance, Repair, Replace part B. 1) Transfer \$169,553 from Operating Cash to MRR-B. 2) Transfer \$117,616 from MRR-A to MRR-B. 3) Transfer \$1,013,038 from Initiative Reserves to MRR-B.

Passed: unanimous

B. CPM Amendment to Section II, Subsection 3 and 4

MOTION: Director Campfield moved, seconded to approve the revision of CPM Section II, Subsections 3 and 4 as per the attached.

Passed: 8 yes / 3 no (Bachelor, Crothers, Hillyer)

C. Recommend Amended and Restated Bylaws Motion

MOTION: Director Campfield moved, seconded to recommend the amended and restated Bylaws, version 3 to the members.

Passed: 8 yes / 3 no (Bachelor, Crothers, Hillyer)

D. Revised CPM Organizational Structure

MOTION: Director Campfield moved, seconded the Board of Directors accept the organization structure for GVR's Corporate Policy Manual:

Part 1: Membership

Part 2: Board of Directors

Part 3: Committees

Part 4: Chief Executive Officer

Part 5: Fiscal/Accounting

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- Part 6: GVR Programs and Clubs
- Part 7: Communications
- Part 8: Risk Management
- Part 9: Human Resources
- Part 10: Miscellaneous
- Appendix – Board Policies
- Passed: 9 yes / 2 no (Crothers, Hillyer)

- E. Facility Operation/Organization (Canoa Hills Clubhouse/WC & Desert Hills Shuffleboard), P&E Recommendations, and Survey Results
MOTION: Director Boyett moved, seconded to direct staff to pursue the recommendation made by the P&E Committee to pursue the Plan A capital plan, as presented and attached, which includes Phase 1 design services, the costs of which shall not exceed \$50,000, for an Arts Center at West Center and a fitness center expansion at the Desert Hills Center shuffleboard location, with the understanding that staff will present the results of the Phase 1 design to the Board once completed, at which time, the Board will provide direction to staff on how and if to proceed.

Passed: unanimous

- F. Potential future GVR policy seeking to fund non-philanthropic capital projects
MOTION: Director Griffin moved, seconded the Board of Directors direct the Board Affairs Committee to research, discuss, and evaluate options for a potential future GVR policy with regards to seeking donations and contributions from GVR members, Green Valley Residents and/or other interested parties or stakeholders when GVR is seeking to fund non-philanthropic capital projects.

PREVIOUS QUESTION CALLED: Director Boyett moved, seconded.

Passed: unanimous

Motion Passed: 10 yes / 1 no (Bachelor)

- G. Formation of Ad Hoc Committee (*added by President Zelenak under Adopt Agenda*)
MOTION: President Zelenak moved, seconded to establish an Ad Hoc Committee entitled, 'Non-Dues Revenue Production & Community Engagement.' The general purpose of the Committee is to consider advertising and other revenue-producing opportunities to expand non-dues revenue streams that will reduce GVR's reliance on membership dues and will enhance GVR's relationship with area community groups and nonprofit organizations, and make recommendations to the Board.

Passed: 9 yes / 2 no (Bachelor, Crothers)

PULLED ITEMS FROM THE CONSENT AGENDA:

- B. Approve Record Date
MOTION: Director Boyett moved, seconded to authorize the GVR to set the Record Date for 2022 Election as January 28, 2022. Members who are not in good standing as of 4pm (MST) on this date will not be eligible to vote in the 2022 election.

Passed: 10 yes / 1 no (Bachelor)

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- C. Rescind Telephone Voting Motion
MOTION: Director Boyett moved, seconded to rescind telephone voting that was approved at October 27, 2021, Regular Board Meeting for GVR members.
Passed: unanimous

- F. Approve Fraud Policy
MOTION: Director Griffin moved, seconded to approve the proposed Green Valley Recreation, Inc. (GVR) Fraud Risk Policy.
Passed: unanimous

- G. Appointment of N&E Chair – Director Ted Boyett
MOTION: President Zelenak moved, seconded to appoint Ted Boyett the N&E Chair.
Passed: 10 yes / 1 no (Crothers)

6. Committee Reports

- A. **Audit** - Committee Chair Griffin reported (received and placed on file).
- B. **Board Affairs** - Committee Chair Campfield stated no report.
- C. **Fiscal Affairs** - Committee Chair Coon reported (received and placed on file).
- D. **Investments** - Committee Chair Lawless reported (received and placed on file).
- E. **Nominations & Elections** - Committee Chair Boyett reported (received and placed on file).
- F. **Planning & Evaluation** - Committee Chair Boyett reported (received and placed on file).

7. Member Comments - 5

8. Adjournment

MOTION: Director Campfield moved, seconded to adjourn the meeting at 4:20pm MST.
Passed: unanimous

NOTICE OF ACTION WITHOUT MEETING: The Board of Directors approved the corrected Tenant Fees on the Fee Schedule via email unanimous consent on October 28, 2021.

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AGENDA
Planning and Evaluation Committee
February 10, 2022
1:00-2:30 PM
Room 2, West Center / Zoom

Committee: Ted Boyett (Chair), Lorri Ague, Carol Lambert, Jim Maxwell, David Messick, Roger Myers, Jim Rundlett, Diane West, Mike Zelenak (ex officio), Scott Somers (CEO), David Jund (Facilities Director/Liaison)

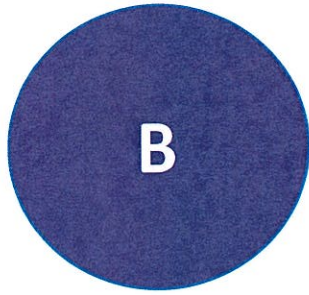
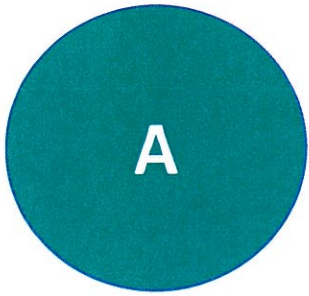
Agenda Topic

- 1. Call to order, Roll Call, and Establish Quorum**
- 2. Adopt Agenda**
- 3. Approve December 2, 2021 Meeting Minutes**
- 4. Chairman's comments** (Boyett)
- 5. Staff Reports**
 - "CPR Pilot" – Next Step (Zubicki/Jund)
- 6. Facility Organization Options and Domino Effect** (Somers/Zubicki/Jund)
 - What is going on with the Canoa Hills Clubhouse?
 - Updated on Plan A
 - Refinements of scope and design
 - Funding options and recommendations
 - Projects currently underway
 - Status of projects waiting to start construction
 - Fitness center(s) consolidation at Desert Hills
 - Social meeting spaces
- 7. What is the status of the GVR Dog Park?** (Boyett)
- 8. Criteria Subcommittee update** (Myers)
- 9. Capital Projects Review Subcommittee (SOP) committee update** (Lambert)
- 10. Aquatic Subcommittee** (Messick)
- 11. Additional comments from committee, staff, or BOD members**
- 12. Member Comments**
- 13. Adjournment**

Next meeting: Thursday, March 10, 2021 - 1:00-2:30 PM, West Center-Rm 2/Zoom (if needed)

Facility Organization Options

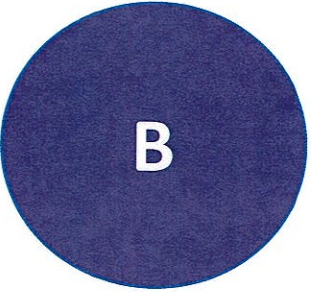
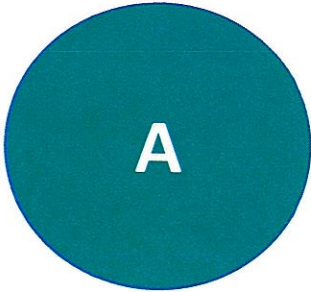
Clubs, Industrial Arts Campus & Fitness



GVR Glass Artists Club

**Industrial Arts Campus
@
West Center**

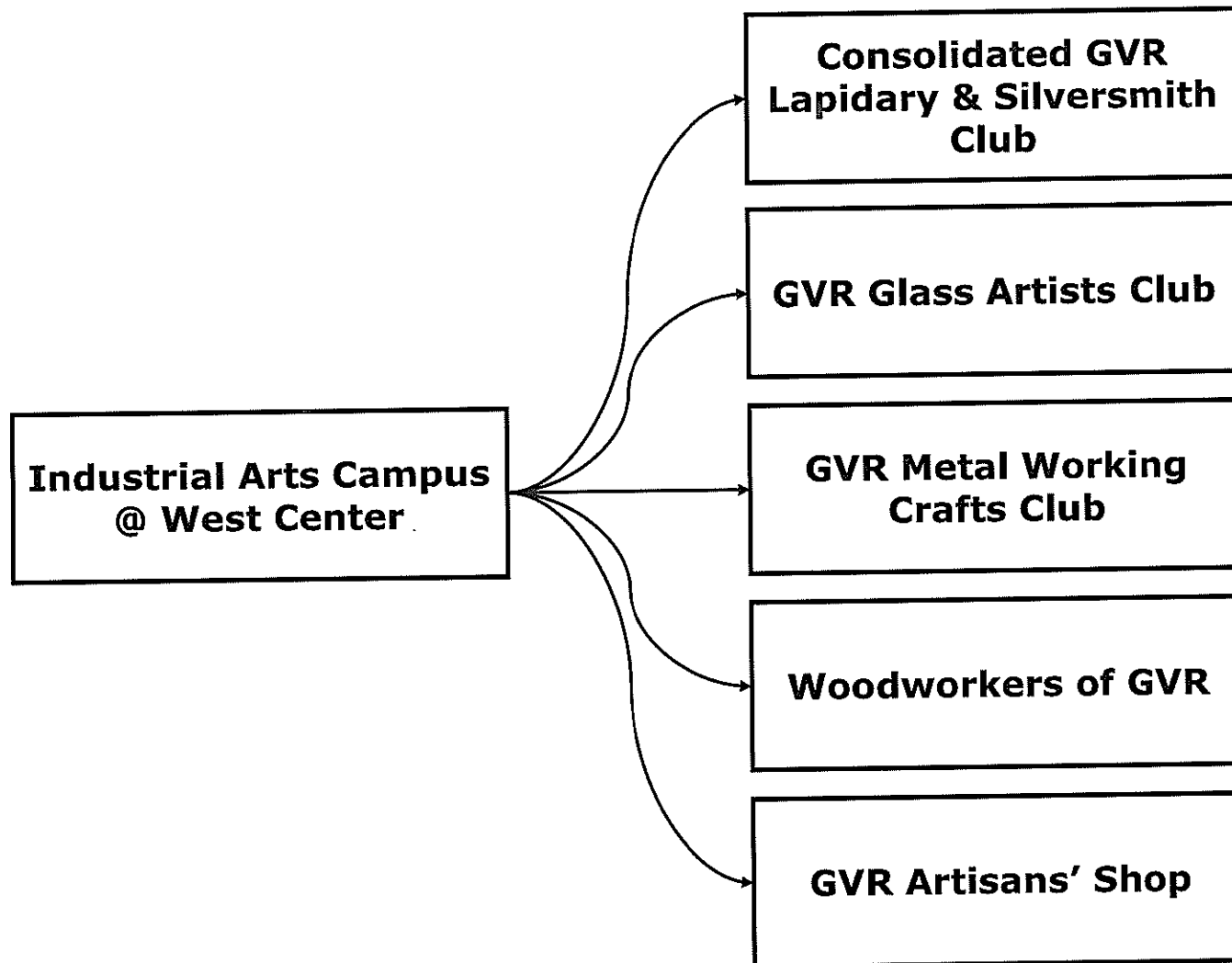
Clubhouse Lower Level

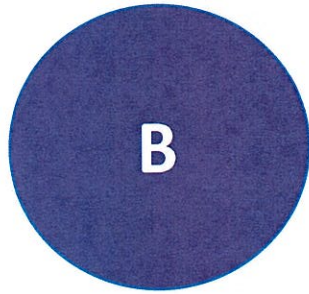
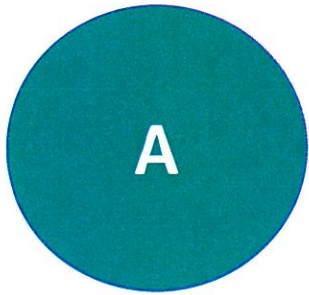


**GVR Lapidary &
Silversmith Club**

**Consolidate @
Industrial Arts Campus
@
West Center**

**No consolidation of 3
shops**





Ceramics Club of GVR

**Fine Arts Campus @
Santa Rita Springs**

**Expand into former
Lapidary & Arts
Classrooms**

**Upper Level @
Clubhouse**

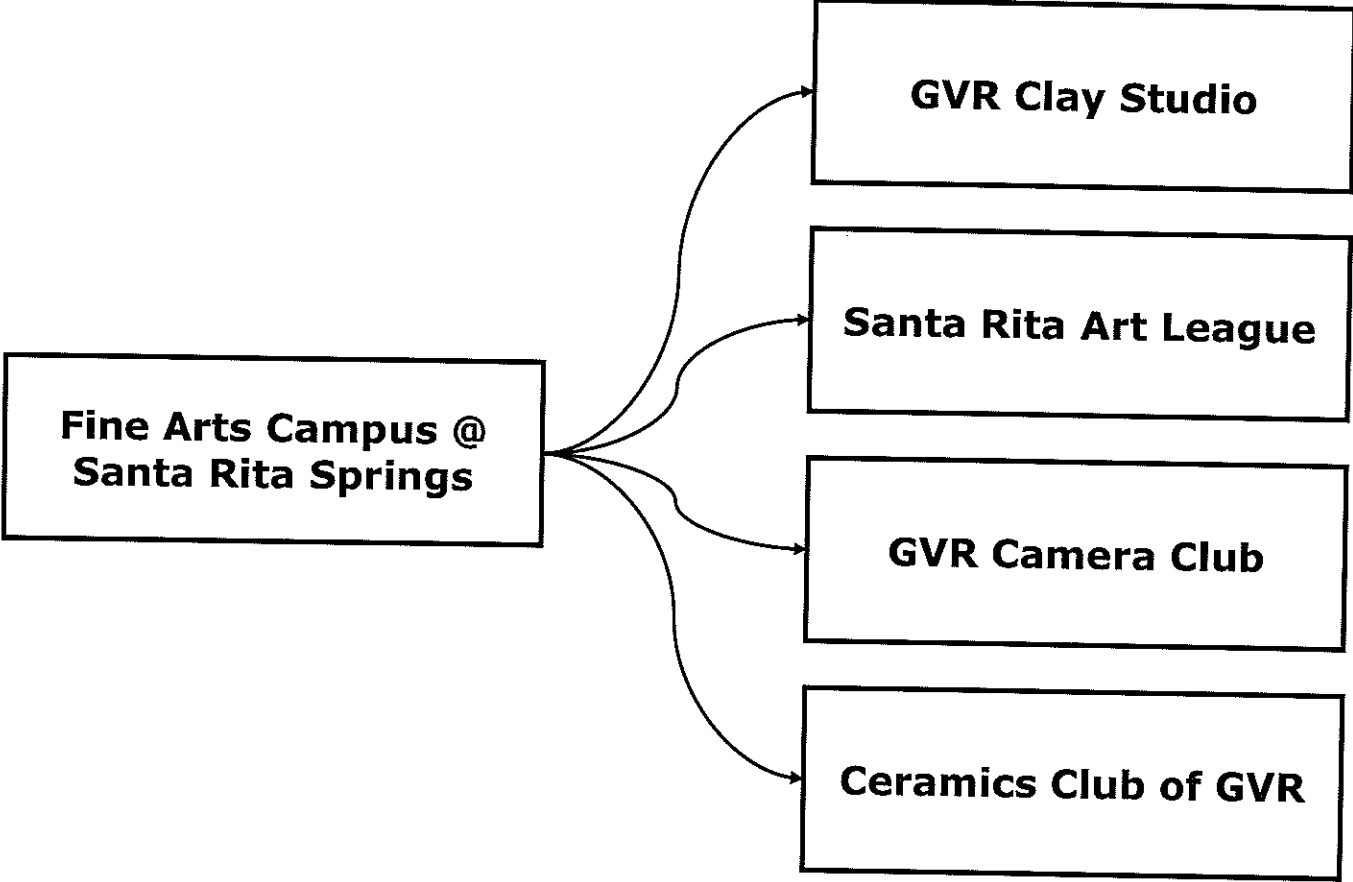
Fine Arts Campus at Santa Rita Springs

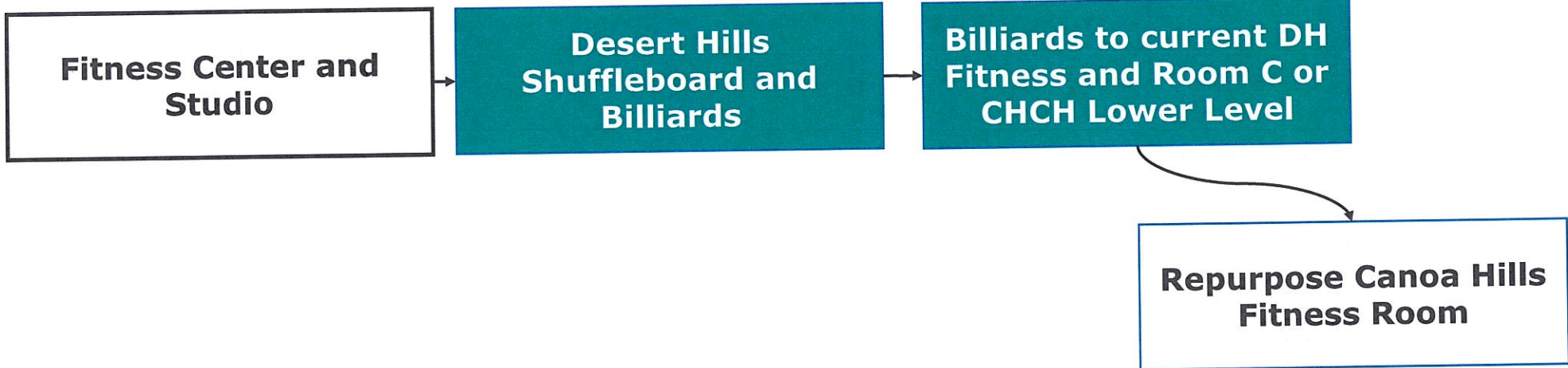
Potential use or repurposing of currently underutilized space at Santa Rita Springs to allow for the expansion and relocation of existing fine arts clubs.

GVR Corporate Policy Manual

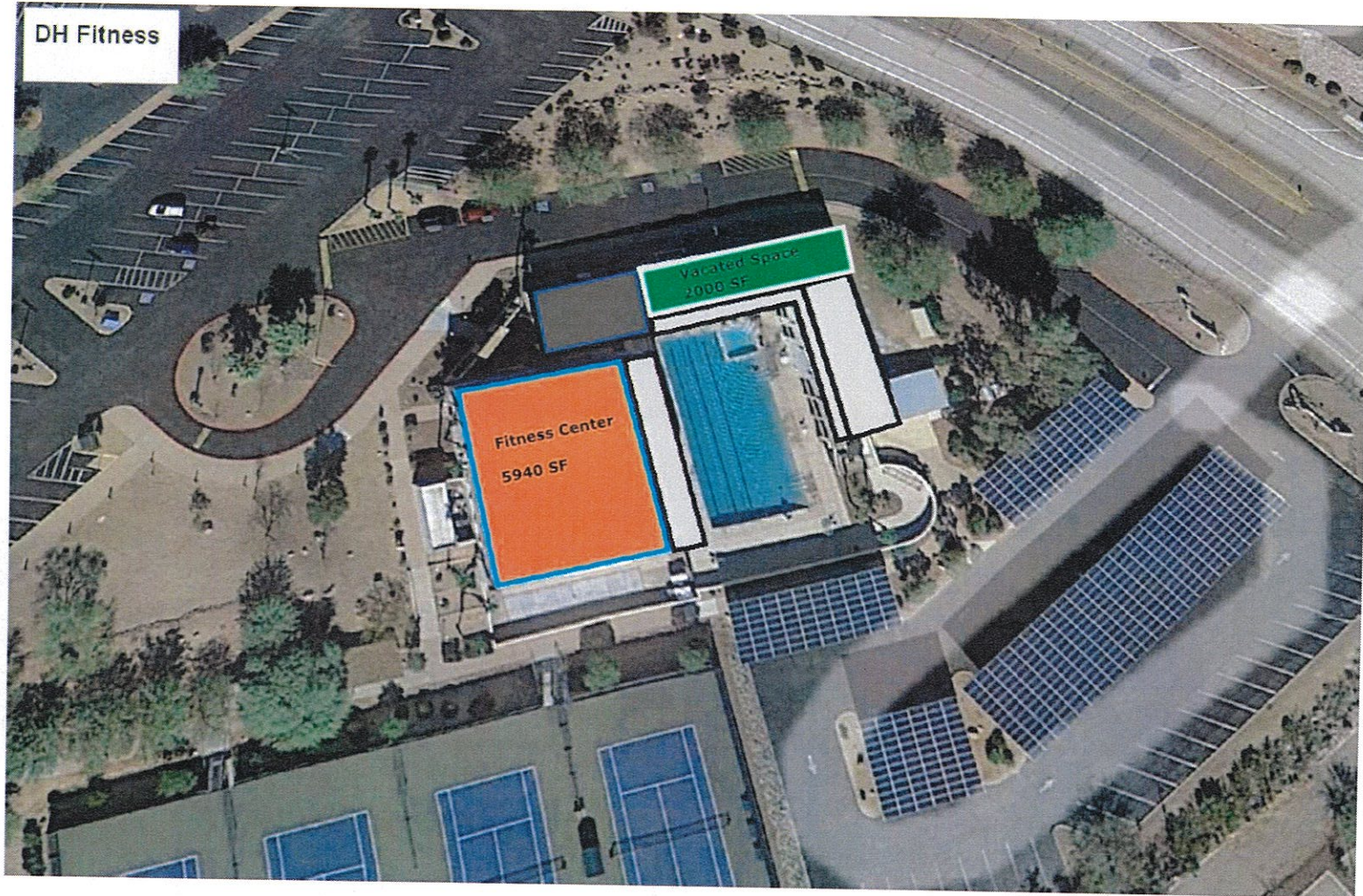
SECTION VIII – GVR PROGRAMS/CLUBS Section VIII: SUBSECTION 2. F.
Facilities

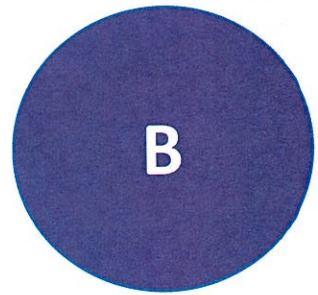
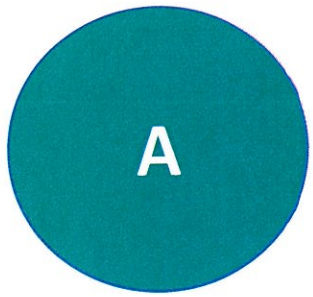
3. Clubs that don't routinely utilize at least 50% of their dedicated space may be reassigned to a more appropriate sized facility.





Desert Hills Fitness & Billiards





Social Gathering Space

**Upper Level @
Clubhouse**

**Clubhouse Lower Level
Billiards & Game
Rooms**

**West Center Courtyard
& Artisans' Shop**

**Relocate Artisans' to
Lobby @ WC**



MINUTES

Planning & Evaluation Committee Regular Meeting

Thursday, February 10, 2022
West Center – Room 2 / Zoom

Attendees: Ted Boyett (Chair), Lorri Ague, Carol Lambert, Jim Maxwell, David Messick, Roger Myers, Jim Rundlett, Mike Zelenak (ex officio), Scott Somers (CEO), DavidJund (Facilities Director/Liaison)

Absent: Diane West

Visitors: 19

1. Call to Order/Roll Call/Quorum

Chair Boyett called the meeting to order at 1:00pm MST. Roll called; quorum established.

2. Adopt Agenda

MOTION: Ague/Seconded. Approve agenda as presented.
Passed: unanimous

3. Approve December 2, 2022 Regular Meeting Minutes

MOTION: Maxwell/Seconded. Approve minutes as presented.
Passed: unanimous

4. Chair Comments

Chair Boyett shared thoughts on planning for the future and what is not only good for now but also what is good for the future.

5. Staff Reports

Jund reported on the results of the 3 criteria pilot projects and how the process functioned as staff applied the criteria evaluation process to the model projects.

6. Facility Organization Options and Domino Effect

- CEO Somers presented the option of, at minimal costs, developing the upper floor of the Canoa Hills Clubhouse as a drop-in social activity center, making the space usable to members, at least temporarily.
MOTION: Messick/Seconded. The P&E Committee recommends the Board of Directors approve GVR staff to be permitted to make the upper floor of the Canoa Hills Clubhouse a usable drop-in space for members.
Passed: unanimous
- CEO Somers reviewed staff's progress of Phase 1 of the Plan A capital project. Specifically, an overview of the progress of converting the shuffleboard courts at Desert Hills to a fitness center.

**MOTION: Messick/Seconded. The P&E Committee recommends the Board of Directors approve remodeling the shuffleboard courts at Desert Hills to a Health/Fitness facility.
Passed: unanimous.**

- CEO Somers reviewed social gathering space at West Center.

7. What is the status of the GVR Dog Park?

Lambert read prepared comments on liability of dog parks and the formation status of a GVR Canine Club.

MOTION: Lambert/Seconded. Direct staff to work with the potential GVR Canine Club to identify location and amenities for a GVR Dog Park and bring the findings back to the March 10, 2022 P&E Committee meeting so that the Committee may make a recommendation to the Board for consideration.

Passed: unanimous

8. Adjournment

MOTION: Messick/Seconded. Adjourn meeting at 2:26 MST and retain the agenda items not discussed and place them on the March 10, 2022 P&E meeting agenda. Adjourn meeting at 2:34 MST. Passed: unanimous.



Green Valley Recreation, Inc.
Board of Directors Work Session
Facility Efficiency Improvements

Prepared By: Scott Somers, CEO

Meeting Date: May 18, 2022

Presented By: Scott Somers, CEO

Consent Agenda: NA

<p>Originating Committee / Department: Planning & Evaluation Committee / Staff</p>
<p>Action Requested: Review and discuss concept drawings and cost estimates associated with a potential Arts Center at West Center and discuss how best to move forward.</p>
<p>Strategic Plan Goal #1: Provide excellent facilities for members to participate in a variety of active and social opportunities</p>
<p>Background Justification: On December 6, 2021, staff presented a Planning and Evaluation Committee (P&E) recommendation of what is considered "Plan A" (12/6/21 staff report is attached). At the Board of Director's December 15, 2021, regular meeting, the Board directed staff to pursue Plan A Phase I design services for an Arts Center at West Center and a fitness center expansion at the Desert Hills Center shuffleboard location (12/15/21 staff report is attached).</p> <p>Since then, WSM, the architectural firm performing Phase 1 design services, completed concept drawings for the expanded Desert Hills Fitness Center and is preparing construction drawings which will be included in a request for proposals (RFP) and circulated to the market in May with the goal of recommending an award of contract to the Board on June 22, 2022.</p> <p>WSM has also completed concept drawings and cost estimates for an Arts Center at West Center. Since staff has been researching options for utilizing facilities more efficiently, a pared down version of an Arts Center may be possible. A smaller version could potentially house the Lapidary Club and the Metal Arts Club, while the larger version could potentially house the Lapidary Club, Metal Arts Club, and the Glass Arts Club.</p> <p>WSM has provided two alternatives for an Arts Center. Both alternatives utilize the existing footprint of the West Center shuffleboard court.</p> <ol style="list-style-type: none"> 1. A single story 9,900 sq ft facility at an estimated cost between \$2.7 – 3.2 million 2. A two story 15,000 sq ft facility at an estimated cost between \$4.3 – 5.0 million

When staff presented Plan A to the Board in December, it was anticipated that a loan would be needed to build an Arts Center. While a loan may still be an option, it remains to be seen as to whether the GVR membership would support the use of debt financing for this endeavor. The GVR Bylaws require an affirmative vote of the votes cast by members when "any contract that requires an annual payment that exceeds ten percent (10%) of the annual budget." The 2022 Approved Budget has an Operating Budget of \$11.2 million and a Total Budget (including Capital) of \$14.4 million. It remains debatable as to whether the 10% threshold requirement applies to the Operating Budget or the Total Budget. That said, annual contract payments for this project must not exceed between \$1.12 million and \$1.44 million, unless approved by the voting members. It may be possible to phase this project over multiple years to ensure that the voting requirement threshold is not triggered. Alternatively, the Board could place a question on the next ballot asking members if they support exceeding the 10% threshold to fund this project.

Fiscal Impact:

This will vary depending upon the size of the building needed for an Arts Center and upon whether or not debt financing is used to pay for the project.

Board Options:

Review and discuss concept drawings and cost estimates associated with a potential Arts Center at West Center and discuss how best to move forward.

Staff Recommendation:

NA

Recommended Motion:

NA

Attachments:

12/6/21 staff report
12/15/21 staff report
Concept illustration



MINUTES

BOARD OF DIRECTORS WORK SESSION

Wednesday, May 18, 2022, 2pm

WC Auditorium / Zoom

Directors Present: Kathi Bachelor (President), Donna Coon (Vice President), Bart Hillyer (Secretary), Carol Crothers (Treasurer), Laurel Dean (Assistant Secretary), Jim Carden (Assistant Treasurer), Nancy Austin, Barbara Blake, Ted Boyett, Beth Dingman, Steve Gilbert, Bev Lawless, Scott Somers (non-voting)

Staff Present: David Jund (Facilities Director), Nanci Moyo (Administrative Supervisor), David Webster (CFO), Kris Zubicki (Recreation Services Director)

Visitors: 18

Work Session Called to Order at 2:02pm by President Bachelor. Secretary Hillyer called the role and established a quorum.

Adopt Agenda

MOTION: Director Boyett moved, seconded to approve the Agenda.

Passed: unanimous

AGENDA TOPIC

1. Update on Facility Efficiency Improvements and Discussion on Potential Art Center (Somers)
CEO Somers presented on Club movements:
 - Arts and Crafts Clubs: Current space at Desert Hills will move to Santa Rita Springs in the Santa Cruz room.
 - Ceramics Club: Current space at Desert Hills. Arts and Crafts Clubs moving will allow the Ceramics Club to expand into that space. Lapidary goal is one location and when that happens will allow for Ceramics Club to expand into that space.
 - Lapidary: Consolidate into one space.
 - Desert Hills Fitness: Expansion project is continuing with WSM Architects finalizing the construction drawings. These drawings will be put into a Request for Proposals (RFP) in May and hoping for good bids in June to bring to the Board at the Regular Meeting of June 22, 2022, to recommend an award of contract.
 - Billiards Club: Need to find space for the Billiards Club since the Fitness Studio, part of the Fitness Center, currently houses 5 billiard tables and Snooker table. Currently the Billiards Club is considering the Canoa Hills Clubhouse, Pro Shop. This billiard area would be available to all GVR members; along with the Billiards Club.
 - Canoa Hills Clubhouse basement is still in discussions, and want it appealing to the members and their desires. Possibility of a game room.

GVR encourages the Board and members to voice concerns and comments in a professional, business-like, and respectful manner.

- Computer Club: Currently at Santa Rita Springs in a 4200 square foot room and have agreed to move to the Kino room at Santa Rita Springs. This is adjacent to the Camera Club. These two clubs could work together within their spaces.
- Glass Arts Club: With the Computer Club moving it has freed up the 4200 square feet space for possibly the Glass Arts Club moving to this space.
- Classes that were held in the Santa Rita Springs Kino room will possibly move to Desert Hills Fitness Center for these classes.
- Desert Hills discussions for expanding the locker rooms and maybe including a steam room.
- The Art Center at West Center: two options: 1) single story building around 9,900 square feet with the cost estimates at \$3 million; and 2) two-story building around 15,000 square feet at a cost estimate between \$4.3 and \$5 million.
- The Art Center could hold Lapidary Club at a consolidated space, possibility for the Artisan Shop, and Metal Shop. These are all in discussion and no final decisions made.
- Clubs will need to meet individually and collectively with a space designer to layout the plans.

Board thoughts included:

- The 9,900 square foot room is enough space for Lapidary and Metal Arts.
- Glass Arts could go to the basement of the Canoa Hills Clubhouse with a cost estimate to renovate the space at \$1.6 million. The renovation at Santa Rita Springs renovation would be \$500,000.
- Good synergy at the West Center with all the different arts working together and utilizing the space cooperatively.
- Allow the clubs and staff to work on the placements and bring back to the Board for approval.

2. Board Participation on Committees: Attendee or Panelist (Boyett)

Director Boyett read the Corporation Policy Manual (CPM) Part 3: Committees – Section 1 3.1.2.H: “Directors may attend any GVR committee meeting, whether open or closed. To attend a meeting from a remote site, a request shall be made by email to the committee chairperson at least three business days prior to the meeting. Directors will be provided with all materials otherwise provided to committee members.” He asked to be a panelist vs. an attendee on the Zoom calls on any of the committees.

This will be moved to the May 25, 2022, Regular Meeting for a vote.

3. Information Only: Employee Vehicle Usage Vs. Fleet (Jund/Webster)

Adjournment:

MOTION: Director Crothers moved, seconded to adjourn 3:52pm.

Passed: unanimous

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Green Valley Recreation, Inc.
Board of Directors Meeting
Award of Construction Contract
Desert Hills GVR Ceramic Club Expansion

Prepared By: David Jund, Facilities Director **Meeting Date:** January 25, 2023

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

<p>Originating Committee / Department: Facilities Department</p>
<p>Action Requested: Award construction contract to Barker Contracting for the Desert Hills Ceramics Club Expansion project.</p>
<p>Strategic Plan: Goal #1: Provide excellent facilities for members to participate in a variety of active and social opportunities.</p>
<p>Background Justification:</p> <p>Expansion of the GVR Ceramics Club’s designated space at Desert Hills Center has been looked at for many years. Safe storage of molds and materials, and providing a proper work area in the space has been quite problematic due to the narrowness of the rooms. The Club’s molds storage has been roving around room-to-room of the upper floor of Desert Hills outside of the designated space for well over a decade. Within the most recent years, the storage of molds was dictated to be housed within their space. This has made the space even more congested and safely accessing molds of various weights and dimensions is a difficult task.</p> <p>The concept of the expansion project would allow the designated space to expand the width of the rooms from 19” to a less constraining 27”. Recently, the Club space increased by 722 SQ. FT. by adding the former Arts & Crafts Room. However, large molds are still difficult to store and access safely and the kiln room requires upgrading and to be brought up to Code compliancy.</p> <p>The expansion project would increase the current (including the newly acquired Arts and Crafts Room) space from 2560 SQ. FT. to 3500 Sq. Ft.</p> <p>Staff has engaged Seaver-Franks Architects (SFA) to develop the scope of the project, produce construction documents (CD’s), and submit designs for permitting. SFA has begun preliminary designs for expanding the Ceramics space and has been working in conjunction with Barker Contracting and staff to develop the scope of the project. SFA has provided 2 floorplan exhibits (Option A & Option B) to consider. Option A adds an additional 624 Sq. Ft. to the Club space. Option B adds an additional 304 Sq. Ft. to Option A for a total of a 928 Sq. Ft. expansion for the GVR Ceramics Club.</p> <p>Recently, beginning in 2020, the upper level of the Canoa Hills Golf Clubhouse was being considered as a permanent location for the Ceramics Club. This move would have provided approximately 4,230 Sq. Ft. to the Club at an estimated cost of \$500,000.</p>

Fiscal Impact:
 Based on conceptual and preliminary designs by SFA, Barker Contracting submitted a Rough Order of Magnitude (ROM) estimate of \$298,353 for Option B on 1/9/2023. An ROM is used for information purposes and is a high-level look at what the project might cost. Typically, ROM is used for estimating a project budget that does not yet have a lot of detail.

Barker Contracting submitted a Cost Plus, or an “open book” contract on 1/18/2023. This type of contract requires the owner (GVR) to reimburse the contractor (Barker Contracting) for all costs incurred by the contractor. This type of contract is increasingly utilized for such projects. This is the same type of contract the Desert Hills Fitness Center Expansion Project is under.

As part of the contract, Barker will prepare and submit to GVR, in writing, a Control Estimate within 21 days of receiving bid documents. The Control Estimate will include the estimated cost of the work plus the contractor’s fee.

The Control Estimate will be used to monitor actual costs and the timely performance of the work.

Barker Contracting will update the Control Estimate with each Application for Payment. This provides frequent monitoring of progress and allows GVR to track exactly what every step in the project costs.

On October 26, 2022 the Long-term Capital Plan was approved as part of the FY2023 Budget. The plan projected funding at \$200,000 over years 2022 & 2023 for the expansion of the GVR Ceramics Club space at Desert Hills.

Staff recommends moving forward at this time in order to benefit from economies of scale, such as mobilization and labor costs, since the Fitness Center project at Desert Hills is occurring now and overlapping these projects will save funds.

- Board Options:**
1. Award Barker Contracting the contract to construct Option B, estimated at \$300,000 for the Expansion of GVR Ceramics Club at Desert Hills.
 2. Award Barker Contracting the contract to construct Option A, estimated at \$280,000 for the Expansion of GVR Ceramics Club at Desert Hills.
 3. Provide alternative direction to staff

Staff Recommendation:
 Option #1

Recommended Motion:
I move to award the construction contract of the GVR Desert Hills Ceramics Club Option B Expansion to Barker Contracting.

- Attachments:**
- GVR Ceramics Club Floor Plan Exhibits – SFA (Options A & B)
 - GVR Ceramics Club – ROM 23.1.9
 - Barker Contracting AIA Document A103-2017 Desert Hills Ceramics Center, dated 1/18/2023



MINUTES

BOARD OF DIRECTORS MEETING

Wednesday, January 25, 2023 - 1pm

West Center Auditorium / Zoom

*Code of Conduct

Directors: Kathi Bachelor (President), Donna Coon (Vice President), Bart Hillyer (Secretary), Carol Crothers (Treasurer), Laurel Dean (Assistant Secretary), Jim Carden (Assistant Treasurer), Nancy Austin, Barbara Blake, Ted Boyett, Beth Dingman, Steve Gilbert, Bev Lawless, Scott Somers (non-voting)

Staff Present: David Jund (Facilities Director), Nanci Moyo (Administrative Supervisor), David Webster (CFO), Natalie Whitman (Chief Operations Officer), Kris Zubicki (Member Services Director)

Visitors: 82 including support staff

AGENDA TOPIC

1. Call to Order / Roll Call – Establish Quorum

The President being in the chair and the Secretary being present.

President Bachelor called the meeting to order at 1:02pm MST. Secretary Hillyer called the roll; quorum established.

2. Amend/Adopt Agenda

MOTION: Director Blake moved, Director Boyett seconded to amend the Agenda by moving the 6.A.& B. presentations to the end of the Agenda, removing from the Consent Agenda 7.C.1, removing from the Action Items 8.D., and change a word in the November 16, 2022, Minutes from "review" to "approve" in 8.C. motion.

Passed: unanimous

3. President Report:

- Glass Arts Club invited Board Directors to come visit the North Abrego space for a tour to have a better understanding of the need for more space for the club.
- The Community Quarterly ran an excellent article on the GVR Glass Arts Club and how the club could grow in the new space at Santa Rita Springs Center.

4. CEO Report:

- Desert Hills pool and spa are closed during the demolition work and the concrete pour. The Desert Hills Fitness project will be completed around the end of April.
- Glass Arts space final designs have been approved by Pima County and the permit has been issued.
- Del Sol Clubhouse construction documents for the upper floor restrooms have been approved by Pima County and the permit has been issued. The completion of the restrooms will be the end of February. There are temporary porta potties outside

** GVR encourages the Board and members to voice concerns and comments in a professional, business-like, and respectful manner.*

during the construction of the indoor bathrooms. Updates to the old Pro Shop include new flooring, paint and lights, and several billiards tables have been added to this space. A Snooker and Billiards table have been moved to East Center until the final project is completed at the Del Sol Clubhouse.

- Santa Rita Springs upper deck will have repairs.
- HVAC replacements from April to October at East Center, West Center, Canoa Ranch, and Canoa Hills.
- Canoa Hills will be getting a new locker room update beginning April 1.
- Pool decks at Canoa Hills, Desert Hills, Continental Vistas, Las Campanas, Santa Rita Springs, and Canoa Ranch will have repair and resurfacing work beginning in May.

5. Member Comments – No comments

6. Presentations – Per #2 Amend/Adopt Agenda – this item moved to the end of the Agenda after Action Items. Meeting was adjourned and Presentations did not happen at this meeting and were moved to the Regular Meeting in February.

- A. Survey Results Presentation
- B. Quarterly Financial Presentation

7. Consent Agenda

MOTION: Director Boyett moved, Director Lawless seconded to approve the Consent Agenda including the amendment to the November 16, 2022, Minutes and removing C.1. Passed: unanimous

- A. Minutes:
 - 1) BOD Regular Meeting Minutes: November 16, 2022
 - 2) BOD Work Session Minutes: January 18, 2023
- B. Financial Statements:
 - 1) November Financial Report
- C. Board Business
 - 1) Pulled from this meeting and Board Affairs will revisit the topic at the February meeting - Amend Corporate Policy Manual (CPM) Part 6, Section 2 Membership/Guests/Monitoring: 6.2.2.K.5.
 - 2) Amend CPM Part 6, Section 3 Hobby Shops & Studio Clubs: 6.3.4.A&B

8. Action Items

- A. Award Contract for Glass Arts Remodel Project to Barker
David Jund, Facilities Director, presented a PowerPoint on the Glass Arts Club space and information on the project.

MOTION: President Bachelor moved, Director Boyett seconded to award the construction contract of the GVR Glass Artists Tenant Improvement to Barker Contracting.

FAILED: 6 yes (Bachelor, Boyett, Coon, Dingman, Gilbert, Lawless) / 6 no

- B. Award a Contract for Ceramics Expansion Project to Barker
David Jund, Facilities Director, presented a PowerPoint for the Ceramics expansion project.

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MOTION: Director Boyett moved, Director Dingman seconded to award Barker Contracting the contract to construct Option B, estimated at \$300,000 for the Expansion of GVR Ceramics Club at Desert Hills.

Failed: 6 yes (Bachelor, Boyett, Coon, Dingman, Gilbert, Lawless) / 6 no

Meeting was adjourned and the following Action Items (C. E. and F.) are moved to the Regular Meeting of the Board, February 22, 2023:

C. Award Contract Not to Exceed \$200,000 for Security Camera Deployment to Preventronics

~~D. Approve Changes to CPM Part 3 Committees and Approve Ballot to Amend Bylaws Article VIII Committees~~ Removed from Agenda during Amend/Adopt Agenda and will go back to Board Affairs for more review.

E. Adopt Compensation Philosophy

F. Adopt Board Credo

9. Committee Reports

A. Audit	Austin
B. Board Affairs	Coon
C. Fiscal Affairs	Crothers
D. Investments	Lawless
E. Nominations & Elections	Dingman
F. Planning & Evaluation	Hillyer

10. Member Comments - 0

11. Adjournment

MOTION: Director Bachelor moved, Director Hillyer seconded to adjourn the meeting at 3:15pm.

Passed: 8 yes / 4 no (Boyett, Dingman, Gilbert, Lawless)

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Capital Costs Related to Hobby Shops/Studio Clubs and Non-dedicated Space Clubs (by decade)

						Capital Costs invested by GVR	Club Contributions to Date	Club average membership 2000-2009	Club average membership 2010-2019	Club average membership 2020-2023	Club membership January 1, 2023
GVR Hobby Shops & Studio Clubs	1980-1989	1990-1999	2000-2009	2010-2019	2020-Present						
GVR Artisans' Shop		\$16,945	\$5,181			\$22,126		55	65	57	57
GVR Ceramics Club		\$6,337		\$34,821		\$41,158		126	138	143	181
GVR Clay Studio		\$6,178		\$13,769	\$104,873	\$124,820		316	373	334	288
GVR Computer Club				\$16,653	\$141,880	\$158,533		1857	1617	872	815
GVR Glass Artists				\$110,108	\$65,904	\$176,012	\$500		47	101	139
GVR Lapidary & Silversmith Club	\$5,500	\$15,333		\$41,335		\$62,168		341	366	220	210
GVR Metal Arts Club				\$91,246		\$91,246	\$1,000		45	33	39
GVR Photography Club			\$214,012			\$214,012	\$40,352		790	648	613
Santa Rita Art League of GVR			\$91,821			\$91,821	\$5,263	169	179	201	179
GVR Woodworkers		\$86,444	\$801,087	\$744,552		\$1,632,083	\$3,000	444	457	566	568
Non-dedicated space - Sports & Social Clubs											
GVR Billiards Club				\$27,353	\$44,647	\$72,000			50	97	66
GVR Bocce Club				\$146,680		\$146,680		66	63	62	50
GVR Bridge - Duplicate Bridge				\$5,392		\$5,392	\$1,000	303	304	220	129
GVR Card Crafters					\$11,864	\$11,864			83	54	50
GVR Line Dancers					\$5,005	\$5,005	\$300	120	101	119	119
GVR Pickleball Club				\$2,121,737	\$21,364	\$2,143,101	\$432,400	65	551	927	949
GVR Poker Club					\$7,030	\$7,030		74	57	45	41
GVR Racquetball Club			\$16,000			\$16,000	\$7,600	91	68	57	57
GVR Shuffleboard			\$8,491			\$8,491		113	90	184	160
GVR Swim Club				\$6,500		\$6,500	\$287	21	41	54	58
GVR Table Tennis Club				\$12,500		\$12,500		49	94	71	52
GVR Tennis Club			\$306,241	\$1,055,469		\$1,361,710	\$58,446	370	404	438	439
GVR Volleyball Club				\$98,922		\$98,922		60	108	115	111
Totals	\$5,500	\$131,237	\$1,442,833	\$4,527,037	\$402,567	\$6,509,174	\$550,148				