



## **AGENDA**

### **BOARD OF DIRECTORS WORK SESSION**

Wednesday, August 14, 2024, 2:00pm  
WC Room 2 / Zoom

**Directors:** Marge Garneau (President), Bart Hillyer (Vice President), Jim Carden (Secretary), Carol Crothers (Treasurer), Candy English (Assistant Secretary), Nellie Johnson (Assistant Treasurer), Nancy Austin, Kathi Bachelor, Barbara Blake, Beth Dingman, Bev Lawless, Joe Magliola, Scott Somers (non-voting)

#### **AGENDA TOPIC**

- 2:00 **1. Call to Order / Roll Call**
- 2:05 **2. Amend / Approve Agenda**
- 2:10 **3. Discuss Expansion of West Center Clubs (Somers)**
- A. Woodshop** (10 minutes) **and Board Discussion** (10 minutes)
  - B. Lapidary** (10 minutes) **and Board Discussion** (10 minutes)
  - C. Artisans** (10 minutes) **and Board Discussion** (10 minutes)
- 3:10 **5. Discuss Staffing for Del Sol Clubhouse and Dogs (Somers)**
- 3:55 **6. Member Comments**
- 4:00 **7. Adjournment**

*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 Work Session**  
**West Center Clubs Expansion Project**

**Prepared By:** Scott Somers, CEO

**Meeting Date:** August 14, 2024

**Presented By:** Scott Somers, CEO

**Consent Agenda:** NA

<p><b>Originating Committee / Department:</b> Facilities</p>
<p><b>Action Requested:</b> Receive club’s presentations and Q &amp; A on expansion needs and wants</p>
<p><b>Strategic Plan:</b> GOAL 1: Provide excellent facilities for members to participate in a variety of active and social opportunities</p>
<p><b>Background Justification:</b> The Artisans’ Shop, Lapidary &amp; Silversmith, and Woodworkers Club Presidents along with one additional club member from each club have been invited to this meeting.</p> <p>Each club has been invited to present up to 10 minutes, then answer questions for up to 10 minutes on the following:</p> <ul style="list-style-type: none"> <li>• The needs of the Club as they relate to the expansion.</li> <li>• The Club’s level of support for the expansion.</li> </ul> <p>Please note that the Woodworkers Club has provided their preferred expansion plan, which is attached.</p>
<p><b>Fiscal Impact:</b> Expansion could cost upwards of \$2,000,000 and will require a vote of the membership.</p>
<p><b>Attachments:</b></p> <ol style="list-style-type: none"> <li>1) Board Work Session staff report and attachments from June 19, 2024</li> <li>2) July 26, 2024, email from Woodworkers Club President and attached East Proposed Expansion Diagram</li> </ol>



Green Valley Recreation, Inc.  
**Board of Directors Work Session**  
**West Center Clubs Expansion**

Prepared By: Natalie Whitman, COO

Meeting Date: June 19, 2024

Presented By: Natalie Whitman, COO

**Originating Committee / Department:**

Operations

**Action Requested:**

Provide staff with direction in pursuing the expansion of three club spaces at West Center: Lapidary, Woodworking, and Artisans.

**Strategic Plan Goal #1:**

Provide excellent facilities for members to participate in a variety of active and social opportunities

**Background Justification:**

1. Consolidating lapidary shops has been a subject considered by staff, Boards, and P&E committees for more than 20 years. The Lapidary Club reported 300 members at the end of 2023 and they currently occupy a total of 3,606 S.F. in three locations. The expected benefits of consolidation include:
  - Reduced need for monitors, potentially expanding the club's operating hours.
  - Reduced redundancy of some equipment, including specialized ventilation systems GVR maintains at all three locations.
  - Opportunity to address previously reported noise and safety concerns at the Desert Hills lapidary shop
  - Availability of space for the expansion of other clubs or for new uses by the general membership
2. The Artisans' Shop reported 54 members at the end of 2023 and currently occupies 525 S.F. The expected benefits of expansion include:
  - Ability to accommodate a larger club membership
  - Increased wall space for wall art, which is currently very limited
  - Increased maximum number of items per club member that can be displayed
  - Improved access for shoppers using mobility aids
3. The Woodworkers reported 468 members at the end of 2023. They currently occupy 6,649 S.F. and have requested a 2,200 S.F. expansion. Expected benefits include:
  - Classroom/training space—new member orientations currently occur only in the evenings when the shop is less busy
  - Improved materials storage
  - More workstations

The Board of Directors allocated \$100,000 in the 2024 budget to develop options for an expansion project at West Center. Staff have worked with Seaver Frank Architects to identify

expansion options (see attached). All plans entail moving the billiards amenities at West Center to the lower floor of Del Sol Clubhouse.

**“Plan A”** provides a total of 5,426 S.F. of additional space by shifting the exterior south wall of the building to the northern limit of the county easement.

**Pros**

- Comes the closest to meeting or exceeding the clubs’ requested expansions
- Additional 331 S.F. for Artisans’ Shop
- Additional 2,633 S.F. for Lapidary, sufficient to consolidate 2-3 shops
- Additional 2,521 S.F. for Woodworkers

**Cons**

- Lapidary and Woodworkers would face an extended closure.
- Complete loss of landscaping on the south side of the building
- The sanding patio for Woodworkers would need to be relocated
- This is the most expensive of the three options. Construction alone is expected to cost between \$1,356,500 and \$1,627,800. No soft costs (design, permits, utility connection fees, fixtures, landscaping) are included in that very rough estimate.

**“Plan B”** provides a total of 4,059 S.F. of additional space by covering the open courtyard between the existing shops.

**Pros**

- 331 additional S.F. for Artisans’ Shop
- 2,928 additional S.F. for Lapidary, sufficient to consolidate all three shops
- 800 additional S.F. for Woodworkers
- Reduced loss of landscaping on the south side of the building
- Closures could be limited with alternate entrances to shops established first
- The expected construction cost is between \$1,014,750 and \$1,217,700. Again, no soft costs included.

**Cons**

- Just 800 S.F. for Woodworkers, in the form of a portable building

**“Plan C”** includes no additional building area. Instead, billiards tables would move to Del Sol Clubhouse and The Artisans’ Shop and Lapidary would expand into that space, dividing the approximately 1000 S.F. Woodworkers would expand by 800 S.F. via a portable placed on the south side of the building.

**Pros**

- Least disruptive to the architectural design of the building
- Closures would be limited
- Affordable. Construction estimates (without soft costs included) would range between \$450,000 and \$540,000

**Cons**

- None of the benefits of Lapidary shops consolidation would be gained. The modest expansion would not accommodate any consolidation of shops.

**Fiscal Impact:**

As described above. *It is important to note that until a floorplan is developed to include internal walls, mechanical, electrical, and plumbing needs, an accurate cost estimate cannot*

*be developed. Bids for the project will ultimately determine the cost of the project. The 2024 updated Capital Improvement Plan anticipates expenditures of \$900,000 being expended in 2025 and \$1,000,000 being expended in 2026 for this project.*

**Board Options:**

- 1) Include a West Center Clubs Expansion item on the June 26 Board Meeting agenda for further consideration.
- 2) Include an alternate related item on the June 26 Board Meeting agenda
- 3) Table discussion of this project

**Attachments:**

- 1) Plan A and B

WEST CENTER'S EXPANSION  
REFERENCE FLOOR PLAN

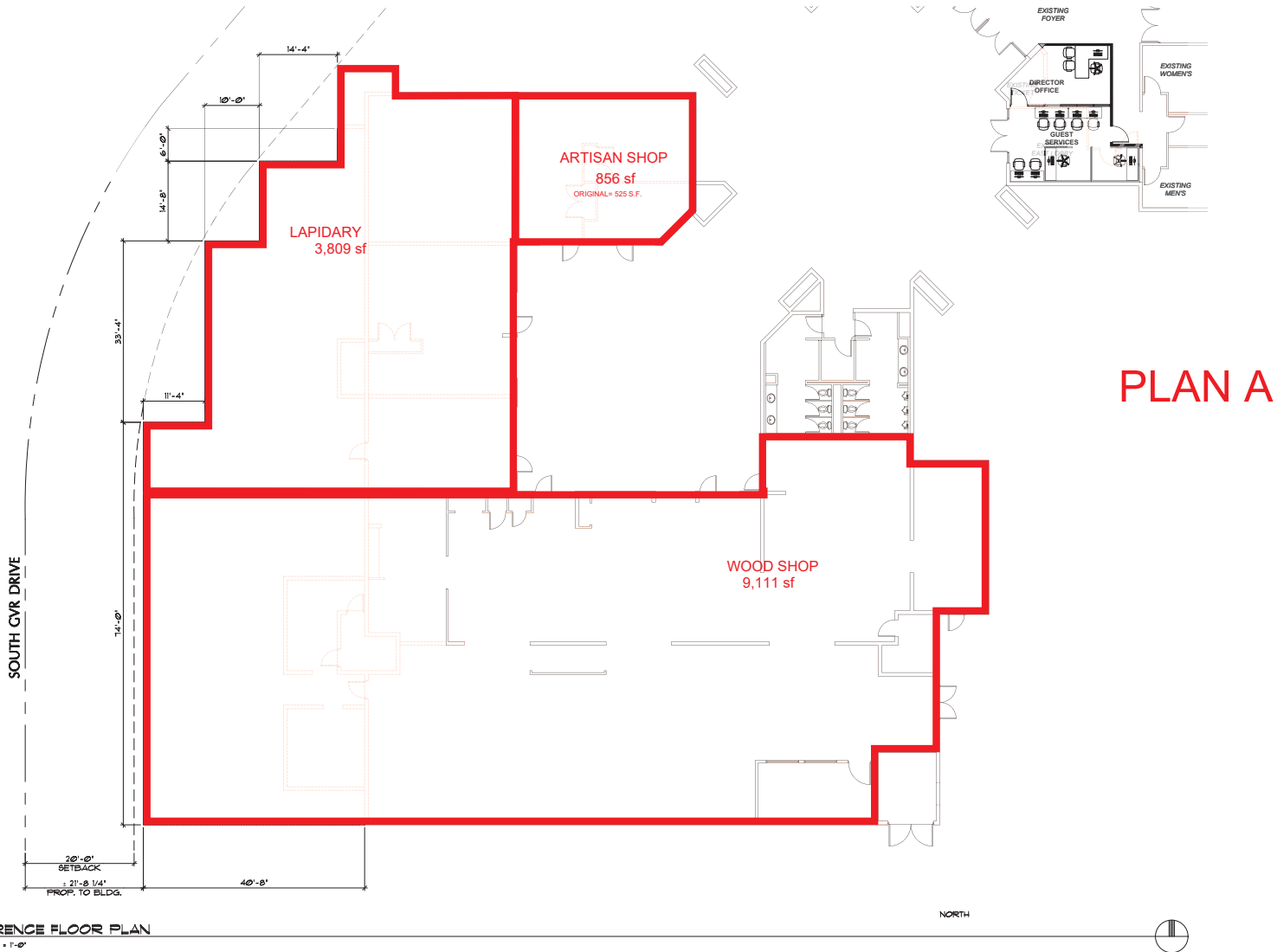


GREEN VALLEY RECREATION CENTER  
1111 SOUTH GVR DRIVE  
GREEN VALLEY, ARIZONA 85614

ISSUE DATE 04-26-2023  
PROJ. NO. 3109.9  
DRG. SCALE AS NOTED

SHEET

A2.0

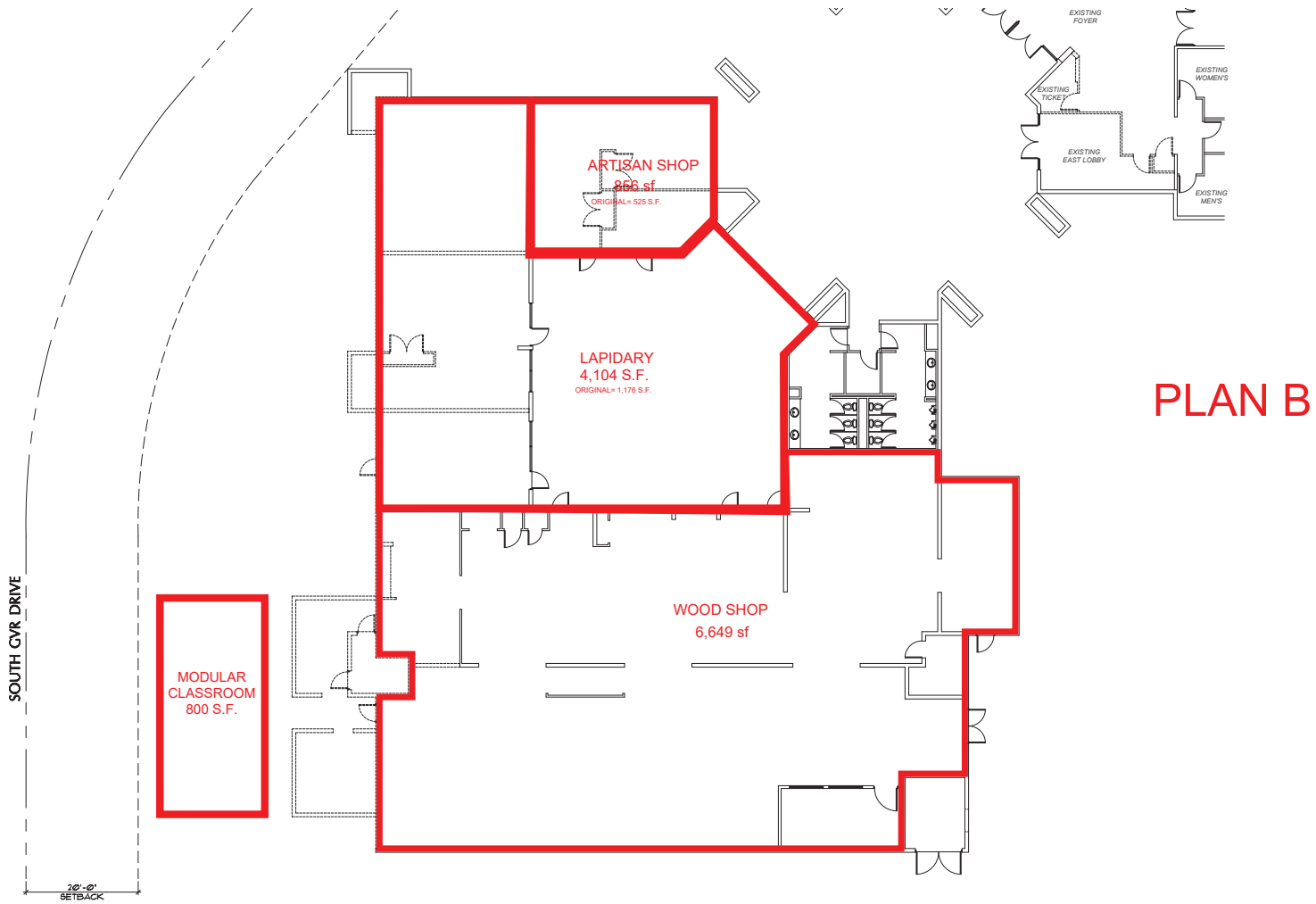


1 REFERENCE FLOOR PLAN  
SCALE: 1/8" = 1'-0"

WEST CENTER'S EXPANSION  
DEMOLITION FLOOR PLAN



GREEN VALLEY RECREATION CENTER  
1111 SOUTH GVR DRIVE  
GREEN VALLEY, ARIZONA 85614



Dear Mr. Somers and the GVR Board of Directors:

Thank you for your attendance at the woodshop presentation this week. We know you are busy and appreciate you taking the time to visit with us and view our facility.

Per our roundtable discussion, you are now aware that expanding into the quad is not the best solution for us. We have attached a concept drawing of a possible expansion to the east. This would add the necessary space to the woodshop for some years to come, but would eliminate approximately ten parking spaces the woodshop members use to park and unload projects to be brought into the shop. We have a solution we would like to present that alleviates the parking issues, if this suggested expansion seems feasible.

Our suggestion is to expand the parking area to the east toward Calle de las Casitas. This would create a replacement row for parking and return the parking area to its original size plus seven additional spaces. It appears there is an area about 32 feet wide, filled with gravel, between the current parking lot and the street. If this area of gravel could be down-sized (depending on Pima County codes), it would provide the expansion we need and slightly increase the number of parking spaces.

We are proposing this solution for several reasons:

1. We would not have to change any of the ADA sidewalk accommodations to enter the rear door of the woodshop. This would retain the outside two patios "as is".
2. If we expand to the east, this additional space would be adjacent to the dust collection system duct work already in place. If expansion is to the south, an additional, expensive dust collection system would be required.
3. This would be a separate GVR project, as opposed to combining our project with that of the lapidary expansion to the south.
4. Our proposed solution would not require the mature trees on the south side to be removed. This would maintain the beauty of that area, while also saving the expense of tree removal.

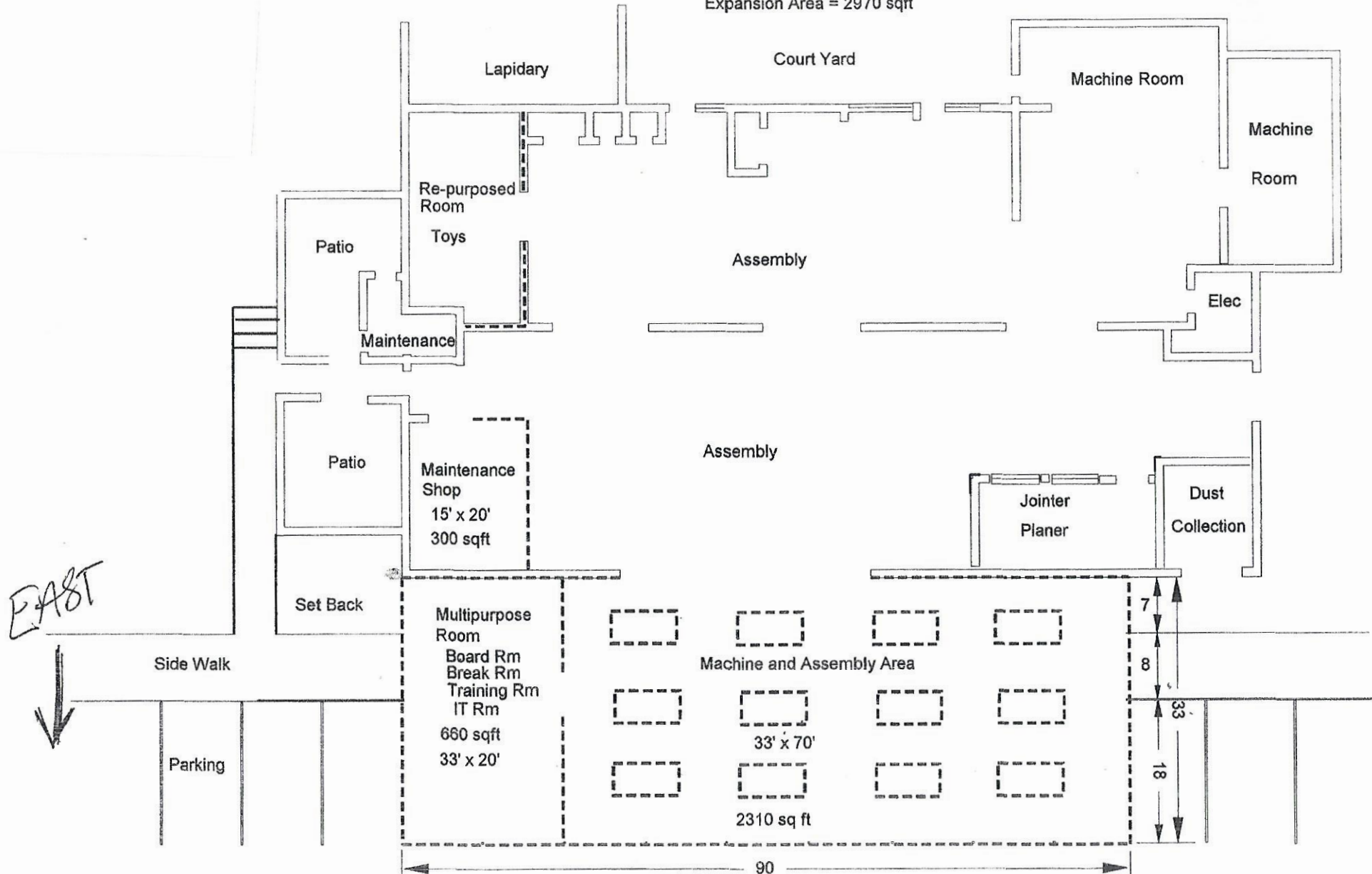
If our proposed east expansion is not feasible, the combined lapidary/woodshop expansion plan to the south will work. In summary, our preferred option is to expand to the east, with expansion to the south being our second choice.

If you have any questions or would like to visit the shop again, please let me know.

Ron Schuster, President  
Woodworkers of GVR



Woodworkers of Green Valley Recreation  
 Proposed Shop Expansion Layout  
 Preferred Option - East Into Parking Lot  
 Expansion Area = 2970 sqft



= Rearranged / New Benches or New Equipment

Drawn by: John Robertson 3/13/20

Total Shop Area = Existing Shop 5885 sqft + Proposed Shop 2970 sqft = 8855 sqft



Green Valley Recreation, Inc.

## Board of Directors Work Session

### Del Sol Clubhouse Staffing Funds and Dogs

**Prepared By:** Scott Somers, CEO

**Meeting Date:** August 14, 2024

**Presented By:** Scott Somers, CEO

**Consent Agenda:** NA

**Originating Committee / Department:**

Administration

**Action Requested:**

Discuss staffing expectations and allowing dogs for DSC; release of staffing funds

**Strategic Plan:**

GOAL 2: Provide quality services and programs that effectively meet the recreational, social, and leisure education needs of our membership, allocating resources to support those programs

**Background Justification:**

The 2024 Budget includes 3 full time equivalents (FTEs) to staff the DSC. If GVR were to provide in-house food and beverage services, 3 FTEs would be needed as a minimal staffing model. Since it is unlikely that GVR will be providing in-house food and beverage services at the DSC, 3 FTEs are not needed. With other options being considered, such as utilizing a private vendor, vending machines, or an urn of coffee, staff anticipates only 1 FTE will be needed. It's anticipated this 1 FTE will primarily be available late afternoons and evenings to assist members and clean the facility.

There have been discussions about having this staff member be responsible for event planning at the DSC as well. However, GVR staffs 2 FTEs that are dedicated to event planning for the organization, including events at the DSC.

Recall the Fiscal Affairs Committee (FAC) Café Subcommittee recommended amending the CPM to allow dogs on the front patio of the clubhouse due to the proximity of the DSC to the nearby walking trails. Staff concurs with this recommendation, but would simply recommend amending the CPM to allow dogs on the property, outside of the building except for the south facing patio.

**Fiscal Impact:**

The personnel cost of a 1 FTE is approximately \$46,000.