



AGENDA

Planning & Evaluation Committee
Thursday, August 29, 2024
1:30pm – 3:00pm MST
West Center-Rm 2 / Zoom

GVR's Mission Statement: "To provide excellent facilities and services that create opportunities for recreation, social activities, and leisure education to enhance the quality of our members' lives."

Chair: Jim Carden

Staff Liaison: Natalie Whitman

Committee: Dave Barker, Candy English, April Hasson Hillard, Ed Knop, Bob Quast, Stewart Tagg, Betsy Walton, Diane West, Marge Garneau (ex officio), Scott Somers (CEO)

Agenda Topic

1. **Call to Order / Roll Call - Establish Quorum**
2. **Approve Meeting Minutes:** July 15, 2024
3. **Chair Comments**
4. **Business:** Develop a Five-Year Capital Improvement Plan to recommend to the Board of Directors
 - a. 1:00 Summary of progress with current Five-Year Capital Improvement Plan
 - b. 1:10 List all projects to be considered: review new proposed projects and carry-over projects from 2024. Suggest new projects.
 - c. 1:30 Prioritize the list of projects using the dot voting method
 - d. 1:45 Assess the top 5-10 project using the included tool
 - e. 2:30 Staff to calculate the cash flow over a five-year period to determine cash flow feasibility; Committee members reprioritize if necessary to ensure adequate cash flow
 - f. 2:55 Finalize a five-year capital improvement plan recommendation to the Board for consideration and to the FAC to develop funding recommendation for Board consideration
5. **Member Comments**
6. **Adjournment**

Next Meeting: None currently scheduled



MINUTES

Planning & Evaluation Committee

Monday, July 15, 2024

1:30pm – 3:00pm MST

West Center Room 2 / Zoom

Committee: Jim Carden (Chair), Dave Barker, Candy English, April Hasson Hillard, Ed Knop, Bob Quast, Stewart Tagg, Betsy Walton, Diane West, Marge Garneau (ex officio), Scott Somers (CEO), Natalie Whitman (COO/Liaison)

Absent: April Hasson Hillard, Betsy Walton

Board Attendees: Kathi Bachelor, Carol Crothers

Agenda Topic

1. **Call to Order / Roll Call - Establish Quorum**
Chair Carden called the meeting to order at 1:30pm MST. Roll called; quorum established.
2. Approval May 9, 2024, Meeting Minutes
MOTION: Knop moved / English seconded to approve the Meeting Minutes of May 9, 2024.
Passed: unanimous
3. **Chair Comments:**
 - Complimented the process and read all the applications.
4. **Business**
 - a. Review Four Type 2 Capital Improvement Project requests:
 1. A Third Tennis Court at Las Campanas
 2. A Natural Gas Manifold at East Center Lapidary
 3. A New Studio for the Santa Rita Art League
 4. Additional Pickleball Courts at a Location to be Determined

The P&E is reviewing these requests in advance of developing a five-year Capital Improvement Plan to recommend to the Board as part of the 2025 budget. There will be Capital Improvement requests from clubs and a Capital Improvement Plan that will be developed with Fiscal Affairs Committee (FAC) and the staff.

Staff will work with the clubs to refine the applications and clarify the

question brought before this P&E meeting before the next P&E Meeting.

5. **Member Comments:** 2 members

6. **Adjournment**

MOTION: Knop moved / English seconded to adjourn.

Passed: unanimous

DRAFT



Planning and Evaluation Committee members, you have a big meeting ahead of you at 1:30 on Thursday, August 29 in Room 2 at West Center.

The committee's goal on Thursday is to create a Five-Year Capital Improvement Plan to recommend for inclusion in the 2025 budget. P&E's recommended capital plan will be forwarded to the Fiscal Affairs Committee for financial analysis before a draft budget is recommended to the Board. That last bit is important to note; while costs should be a factor in P&E's decision-making, the committee's primary focus should be on the projects and their potential recreational value to members. FAC will focus on funding those projects. That said, the committee will see more financial information this year than in the past. For each proposed project, staff have estimated the construction cost (including "soft costs"), the annual operating and maintenance costs, and the annual Maintenance Repair and Replacement fund contribution costs.

At the July 15 P&E meeting, the committee was introduced to the 2025 club-requested projects. That meeting is available on YouTube here: <https://www.youtube.com/watch?v=ICIMC6WEsmw> The meeting packet is here: <https://www.gvrec.org/up/governance/committee/planning-evaluation/2024/0715/P%26E%20Meeting%20Book.pdf>

On Thursday, the committee will review twelve projects that have been proposed by clubs and staff, including three that are carry-overs from 2024. Additional projects may be proposed by committee members in the course of the meeting. Vetting these projects is a big job and you will notice timeframes indicated on the agenda to ensure we get through all the steps in a timely manner.

To accomplish the task, the committee will complete four steps:

- List all projects to be included in the 2025 Five-Year capital plan
- Rank projects using the dot voting method
- Assess top projects and create a cash-flow based schedule (the five-year plan)
- Vote to recommend the five-year plan for inclusion in the 2025 budget

Projects Summary:

Projects to be Reviewed	Construction Cost Estimate	Ann. ops/maint estimate	Annual MRR contribution
Proposed by clubs:			
Third tennis court at LC	\$379k	\$8,925	26,530
Gas manifold at EC lapidary	\$43k	\$120	3,010
New pickleball courts at CR	\$281.5k	\$9,900	19,705
New art studio (2nd story)	\$2.2 mln	\$11,100	154,000
Expanded art studio	\$384k	\$10,450	26,880
Proposed by staff:			
Social patio at SRS	\$126k	\$6,040	8,820
LC fitness expansion to south	\$500.5k	\$27,425	35,035
LC fitness into Cypress	\$116.5k	\$13,800	8,155
SRS fitness into office	\$37k	\$2,175	2,590
Carryover from 2024			
WC clubs expansion	\$1.6 Mln	Unknown until designed	Unknown until designed
DH locker room remodel	445k	\$10,200	15,672
Ceramics Kiln Room Upgrade	\$90k	\$1,200	6,300
Non-Reserve Capital Projects			
Accessibility projects	\$15,800	Unknown until designed	Unknown until designed
Pickleball fencing	\$7k	\$975	Negligible
Pool shade: Abrego-South Delay to 2026	\$13k		
Pool shade: CPI Delay to 2026, seek more affordable options	\$13k		
Pool Equip shade: CR Delay to 2026	\$16k		

Capital Improvement Project Assessment

Project Name: A Third Tennis Court at Las Campanas **Proposed by:** GVR Tennis Club
Proposed Inception Year: 2025

Assessment Questionnaire

- 1. If this is a club request, is the request a club responsibility per Part 6, Section 3 of the CPM?** No
(If yes, stop assessment. Club should take appropriate steps to comply with the CPM requirements)
- 2. If this is a request for new or expanded club space, has the club taken steps to maximize space utilization?**
(If No, please stop assessment. Club should take appropriate steps to first attempt to maximize space utilization and then reapply if necessary)

Please explain any steps taken to improve efficiency and space utilization:

The club manages reservations for all GVR tennis courts with rules in place to prevent individuals from dominating court time. However, this request is less about the need for more courts and more about the need for an array of three courts to accommodate USTA and InterClub matches. Currently, all such matches are scheduled at West Center which is in heavy demand in the winter season, especially in the morning when USTA and InterClub matches tend to be planned. With the addition of Pop Tennis to the tennis club's offerings, demand for more annual USTA and InterClub matches is anticipated.

- 3. Have more cost-effective alternatives been considered? What are they and why are they not the preferred option?** None have been identified
- 4. Please explain how the project advances the goals of Green Valley Recreation:**
Advances the core mission to provide excellent facilities and services for members.
- 5. What are the 3-5 year participation trends related to this capital project request?**

Tennis club membership has been stable over the past several years, with a ten-year average annual membership of 474. It is the seventh most popular club of GVR's current 59, and the second most popular sports club. In the winter of 23/24, the club began offering Pop Tennis, a gentler alternative that expands play options to those who cannot or can no longer manage the physical demands of traditional tennis.
- 6. Please explain how this capital project supports the interest level of the general membership:** See above. Tennis is also a popular spectator sport.

Capital Improvement Project Assessment

7. Would this request have an adverse effect on another group of GVR members?
No

(If Yes, please provide rationale as to the greater benefit this project will provide given that another group or the general membership may be displaced or impacted)

8. What is the estimated cost of this project? \$378,926

9. What are the anticipated annual operational costs associated with this capital improvement? \$8,925

10. What are the anticipated required annual maintenance and replacement contributions to the Reserve Study associated with this capital improvement? \$26,530

Criteria	Weight (1-5)	Clearly No	0	1	2	3	4	5	Clearly Yes	Total
Legal mandate										
Removes or reduces a hazard										
Advances organizational goals										
Improves efficiency										
Addresses participation trends										
Supports interest of general membership										
Does NOT create an adverse effect on another group or GVR members										
TOTAL										

Notes/Additional Considerations:

Club's history of Capital Funding Requests reviewed and included? No
(Review data sheet of previous requests and awards)

Capital Improvement Project Assessment

Project Name: A Natural Gas Manifold for EC Lapidary **Proposed by:** Lapidary Club
Proposed Inception Year: 2025

Assessment Questionnaire

1. If this is a club request, is the request a club responsibility per Part 6, Section 3 of the CPM? No
(If yes, stop assessment. Club should take appropriate steps to comply with the CPM requirements)

2. If this is a request for new or expanded club space, has the club taken steps to maximize space utilization? N/A
(If No, please stop assessment. Club should take appropriate steps to first attempt to maximize space utilization and then reapply if necessary)

Please explain any steps taken to improve efficiency and space utilization:

3. Have more cost-effective alternatives been considered? What are they and why are they not the preferred option? None have been identified

4. Please explain how the project advances the goals of Green Valley Recreation:
Creates a safer environment for GVR's lapidary and silversmithing club members

5. What are the 3-5 year participation trends related to this capital project request?

Club membership:

2024	300	2021	135
2023	225	2020:	366
2022	167		

6. Please explain how this capital project supports the interest level of the general membership: Improves the safety of members and the building—likely to be of broad interest.

7. Would this request have an adverse effect on another group of GVR members?
No

(If Yes, please provide rationale as to the greater benefit this project will provide given that another group or the general membership may be displaced or impacted)

8. What is the estimated cost of this project? \$43,000

Capital Improvement Project Assessment

9. What are the anticipated annual operational costs associated with this capital improvement? \$1,000

10. What are the anticipated required annual maintenance and replacement contributions to the Reserve Study associated with this capital improvement? \$3,010

Criteria	Weight (1-5)	Clearly No	0	1	2	3	4	5	Clearly Yes	Total
Legal mandate										
Removes or reduces a hazard										
Advances organizational goals										
Improves efficiency										
Addresses participation trends										
Supports interest of general membership										
Does NOT create an adverse effect on another group or GVR members										
TOTAL										

Notes/Additional Considerations:

Club's history of Capital Funding Requests reviewed and included? No
(Review data sheet of previous requests and awards)

Capital Improvement Project Assessment

Project Name: Four New Courts at CR Pickleball **Proposed by:** Pickleball Club
Proposed Inception Year: 2025

Assessment Questionnaire

- 1. If this is a club request, is the request a club responsibility per Part 6, Section 3 of the CPM?** No, but the club plans to pay for court construction
(If yes, stop assessment. Club should take appropriate steps to comply with the CPM requirements)
- 2. If this is a request for new or expanded club space, has the club taken steps to maximize space utilization?** Yes
(If No, please stop assessment. Club should take appropriate steps to first attempt to maximize space utilization and then reapply if necessary)

Please explain any steps taken to improve efficiency and space utilization: The club manages reservations for all GVR pickleball courts with rules in place to prevent individuals from dominating court time. The club reports the courts are "packed" during cool morning hours, and at East Center, in the late afternoons and evenings. The club is sufficiently convinced of the need for additional courts that they have agreed to pay for them through their own fundraising efforts.

- 3. Have more cost-effective alternatives been considered? What are they and why are they not the preferred option?** Since the club plans to raise the funds for construction it is unlikely a more cost-effective alternative exists for GVR.
- 4. Please explain how the project advances the goals of Green Valley Recreation:**
Advances the core mission to provide excellent facilities and services to members.
- 5. What are the 3-5 year participation trends related to this capital project request?**

Pickleball club membership:
2024: 983
2023: 949
2022: 975
2021: 963
2020: 820

- 6. Please explain how this capital project supports the interest level of the general membership:** The pickleball club has been GVR's largest club for the past four years. Pickleball is often listed among the high-demand amenities when Green Valley is listed in a national magazine as one of the great places to retire in the Southwest.

Capital Improvement Project Assessment

7. Would this request have an adverse effect on another group of GVR members?
No.

(If Yes, please provide rationale as to the greater benefit this project will provide given that another group or the general membership may be displaced or impacted)

8. What is the estimated cost of this project? \$281,450 (See notes)

9. What are the anticipated annual operational costs associated with this capital improvement? \$17,600

10. What are the anticipated required annual maintenance and replacement contributions to the Reserve Study associated with this capital improvement? \$19,705

Criteria	Weight (1-5)	Clearly No	0	1	2	3	4	5	Clearly Yes	Total
Legal mandate										
Removes or reduces a hazard										
Advances organizational goals										
Improves efficiency										
Addresses participation trends										
Supports interest of general membership										
Does NOT create an adverse effect on another group or GVR members										
TOTAL										

Notes/Additional Considerations:

Staff note: Increased traffic at the pickleball courts could overflow the existing shade structure and overtax the restrooms in the main building. Adding a restroom and doubling the cantilevered shade structures increases the total cost of the project to \$750,500 and the annual operating and maintenance costs to \$25,200. This work could occur in a second phase at a later date.

Capital Improvement Project Assessment

Club's history of Capital Funding Requests reviewed and included? No
(Review data sheet of previous requests and awards)

Capital Improvement Project Assessment

Project Name: A New Art Studio (Option 1) **Proposed by:** Santa Rita Art League

Proposed Inception Year: 2025

Assessment Questionnaire

1. If this is a club request, is the request a club responsibility per Part 6, Section 3 of the CPM? No
(If yes, stop assessment. Club should take appropriate steps to comply with the CPM requirements)

2. If this is a request for new or expanded club space, has the club taken steps to maximize space utilization? Yes
(If No, please stop assessment. Club should take appropriate steps to first attempt to maximize space utilization and then reapply if necessary)

Please explain any steps taken to improve efficiency and space utilization: The club's nine special interest groups rotate use of the main room with each discipline limited to defined times. The club has regularly purged its resource library and has taken full advantage of a storage space offered by GVR in 2023, increasing the number of available work stations by "a few."

3. Have more cost-effective alternatives been considered? What are they and why are they not the preferred option? See Option 2, expansion of the existing studio. Option 2 improves natural light conditions, but does will not "maximize" natural light. Option 2 provides more square footage, but the lower ceilings and some existing structural limitations will remain.

4. Please explain how the project advances the goals of Green Valley Recreation: Strategic Plan goal 1.2.1: Create function-designated rooms with proper lighting, A/V, seating, furnishings, flooring, ventilation, etc. to complement and support specific activities. A purpose-built studio would include flexible spaces to accommodate multiple disciplines at one time, enhanced ventilation for safer use of alcohol and oil based media, and abundant natural light.

5. What are the 3-5 year participation trends related to this capital project request?

Club membership:

2024: 236

2023: 179

2022: 186

2021: 232

2020: 207

6. Please explain how this capital project supports the interest level of the general membership: SRAL organizes a number of exhibitions in GVR lobbies, of interest to the members who visit those centers. The art league points out that art is accessible to those of all ages and abilities. An improved and expanded studio would accommodate classes and clinics that currently conflict with the schedule for the club's special interest groups.

Capital Improvement Project Assessment

7. Would this request have an adverse effect on another group of GVR members?
No.

(If Yes, please provide rationale as to the greater benefit this project will provide given that another group or the general membership may be displaced or impacted)

8. What is the estimated cost of this project? \$2.2 million (See notes)

9. What are the anticipated annual operational costs associated with this capital improvement? \$41,400

10. What are the anticipated required annual maintenance and replacement contributions to the Reserve Study associated with this capital improvement? \$154,000

Criteria	Weight (1-5)	Clearly No	0	1	2	3	4	5	Clearly Yes	Total
Legal mandate										
Removes or reduces a hazard										
Advances organizational goals										
Improves efficiency										
Addresses participation trends										
Supports interest of general membership										
Does NOT create an adverse effect on another group or GVR members										
TOTAL										

Notes/Additional Considerations:

Staff note: Per GVR Bylaws, the general membership would need to approve this project through a majority vote due to the estimated construction cost.

Club's history of Capital Funding Requests reviewed and included? No
(Review data sheet of previous requests and awards)

Capital Improvement Project Assessment

Project Name: An Expanded Art Studio (Option 2) **Proposed by:** SRAL & Staff

Proposed Inception Year: 2025

Assessment Questionnaire

1. If this is a club request, is the request a club responsibility per Part 6, Section 3 of the CPM? No
(If yes, stop assessment. Club should take appropriate steps to comply with the CPM requirements)

2. If this is a request for new or expanded club space, has the club taken steps to maximize space utilization? Yes
(If No, please stop assessment. Club should take appropriate steps to first attempt to maximize space utilization and then reapply if necessary)

Please explain any steps taken to improve efficiency and space utilization: The club's nine special interest groups rotate use of the main room with each discipline limited to defined times. The club has regularly purged its resource library and has taken full advantage of a storage space offered by GVR in 2023, increasing the number of available work stations by "a few."

3. Have more cost-effective alternatives been considered? What are they and why are they not the preferred option? This is the more cost-effective option over a newly-constructed studio on the second floor of the Fiesta Building.

4. Please explain how the project advances the goals of Green Valley Recreation:

Strategic Plan goal 1.2.2: Assess spaces for specific activities and equip those spaces properly, such as art class space with washable floors.

The current studio can be enhanced substantially in terms of both space and access to natural light. While it is not the ideal solution a purpose-built studio might provide, expanding the current studio will substantially increase space (4,427 SF vs. a new 3,000 SF studio).

5. What are the 3-5 year participation trends related to this capital project request?

Club membership:

2024: 236

2023: 179

2022: 186

2021: 232

2020: 207

6. Please explain how this capital project supports the interest level of the general membership: SRAL organizes a number of exhibitions in GVR lobbies, of interest to the members who visit those centers. The art league points out that art is accessible to those of all ages and abilities. An improved and expanded studio would accommodate classes and clinics that currently conflict with the schedule for the club's special interest groups.

Capital Improvement Project Assessment

7. Would this request have an adverse effect on another group of GVR members?

No.

(If yes, please provide rationale as to the greater benefit this project will provide given that another group or the general membership may be displaced or impacted)

8. What is the estimated cost of this project? \$384,230 (See notes)

9. What are the anticipated annual operational costs associated with this capital improvement? \$11,100

10. What are the anticipated required annual maintenance and replacement contributions to the Reserve Study associated with this capital improvement? \$26,880

Criteria	Weight (1-5)	Clearly No	0	1	2	3	4	5	Clearly Yes	Total
Legal mandate										
Removes or reduces a hazard										
Advances organizational goals										
Improves efficiency										
Addresses participation trends										
Supports interest of general membership										
Does NOT create an adverse effect on another group or GVR members										
TOTAL										

Notes/Additional Considerations:

Staff note: This estimate cost does not include enhanced ventilation and solar tubes which would be discussed during the design phase.

Club's history of Capital Funding Requests reviewed and included? No
(Review data sheet of previous requests and awards)

Capital Improvement Project Assessment

Project Name: Social Patio at SRS

Proposed by: Staff

Proposed Inception Year: As determined by Board

Assessment Questionnaire

1. If this is a club request, is the request a club responsibility per Part 6, Section 3 of the CPM? N/A
(If yes, stop assessment. Club should take appropriate steps to comply with the CPM requirements)

2. If this is a request for new or expanded club space, has the club taken steps to maximize space utilization? N/A
(If No, please stop assessment. Club should take appropriate steps to first attempt to maximize space utilization and then reapply if necessary)

Please explain any steps taken to improve efficiency and space utilization:

3. Have more cost-effective alternatives been considered? What are they and why are they not the preferred option? None have been identified

4. Please explain how the project advances the goals of Green Valley Recreation:
Strategic Plan Goal 1.4.2: Design peripheral grounds to provide outdoor recreation opportunities: park-like settings, walking trails, outdoor games, and activities
Strategic Plan Goal 1.2.2 Assess and equip spaces properly for specific activities

Converting the currently unused lawn space to an equipped patio would provide Santa Rita Springs users with an outdoor social gathering space. It would also be of use to the art clubs nearby for activities best done with maximum ventilation, and for plein air drawing and painting. The patio project could be the first in several phases of development including natural landscapes to attract pollinators with stations for artists and photographers, and locations for outdoor display of clay and glass art pieces.

5. What are the 3-5 year participation trends related to this capital project request?

In 2024, the clubs at SRS reported a total of 2,218 members. The Amigas Club (489 members) routinely meets at SRS for socials, as does the surrounding HOA. The pool and fitness center at SRS saw 45,005 documented visits in the past year.

6. Please explain how this capital project supports the interest level of the general membership: The patio would be available to the general members, for both drop-in and reserved use. The only other outdoor social gathering space of meaningful size is at Canoa Hills.

7. Would this request have an adverse effect on another group of GVR members?
No.

(If yes, please provide rationale as to the greater benefit this project will provide given that another group or the general membership may be displaced or impacted)

8. What is the estimated cost of this project? \$126,000

Capital Improvement Project Assessment

9. What are the anticipated annual operational costs associated with this capital improvement? \$8,820

10. What are the anticipated required annual maintenance and replacement contributions to the Reserve Study associated with this capital improvement? \$2,590

Criteria	Weight (1-5)	Clearly No	0	1	2	3	4	5	Clearly Yes	Total
Legal mandate										
Removes or reduces a hazard										
Advances organizational goals										
Improves efficiency										
Addresses participation trends										
Supports interest of general membership										
Does NOT create an adverse effect on another group or GVR members										
TOTAL										

Notes/Additional Considerations:

Club's history of Capital Funding Requests reviewed and included? No
 (Review data sheet of previous requests and awards)

Capital Improvement Project Assessment

Project Name: Expand LC fitness center to the south (Option 1) **Proposed by:** Staff
Proposed Inception Year: As determined by the Board

Assessment Questionnaire

- 1. If this is a club request, is the request a club responsibility per Part 6, Section 3 of the CPM?** N/A
(If yes, stop assessment. Club should take appropriate steps to comply with the CPM requirements)
- 2. If this is a request for new or expanded club space, has the club taken steps to maximize space utilization?** N/A
(If No, please stop assessment. Club should take appropriate steps to first attempt to maximize space utilization and then reapply if necessary)

Please explain any steps taken to improve efficiency and space utilization:

- 3. Have more cost-effective alternatives been considered? What are they and why are they not the preferred option?** See Option 2, expanding into the Cypress room and nearby storage rooms saves \$384k.
- 4. Please explain how the project advances the goals of Green Valley Recreation:**
Advances the core mission to provide excellent facilities and services to members.

5. What are the 3-5 year participation trends related to this capital project request?

Fitness attendance data from July to July
2024: 212,657
2023: 172,321
2022: 161,550

- 6. Please explain how this capital project supports the interest level of the general membership:** Fitness centers are GVR's most popular recreation amenities. In the past twelve months, 5.5 centers (CH was closed for six months) surpassed attendance at the 12.5 pools by 516 documented visits.
- 7. Would this request have an adverse effect on another group of GVR members?**
No
(If Yes, please provide rationale as to the greater benefit this project will provide given that another group or the general membership may be displaced or impacted)

Capital Improvement Project Assessment

8. What is the estimated cost of this project? \$500,500

9. What are the anticipated annual operational costs associated with this capital improvement? \$44,000 (see notes)

10. What are the anticipated required annual maintenance and replacement contributions to the Reserve Study associated with this capital improvement? \$35,035 (see notes)

Criteria	Weight (1-5)	Clearly No	0	1	2	3	4	5	Clearly Yes	Total
Legal mandate										
Removes or reduces a hazard										
Advances organizational goals										
Improves efficiency										
Addresses participation trends										
Supports interest of general membership										
Does NOT create an adverse effect on another group or GVR members										
TOTAL										

Notes/Additional Considerations:

This option will result in additional heating and cooling needs, increasing the annual operating and MRR contribution cost over Option 2 where no additional HVAC infrastructure is needed.

The initial cost of equipment for the expanded area is estimated to cost \$16.5k

Club’s history of Capital Funding Requests reviewed and included? No
(Review data sheet of previous requests and awards)

Capital Improvement Project Assessment

Project Name: Expand LC fitness center into Cypress (option 2) **Proposed by:** staff

Proposed Inception Year: As determined by the Board

Assessment Questionnaire

1. If this is a club request, is the request a club responsibility per Part 6, Section 3 of the CPM? N/A
(If yes, stop assessment. Club should take appropriate steps to comply with the CPM requirements)

2. If this is a request for new or expanded club space, has the club taken steps to maximize space utilization? N/A
(If No, please stop assessment. Club should take appropriate steps to first attempt to maximize space utilization and then reapply if necessary)

Please explain any steps taken to improve efficiency and space utilization:

3. Have more cost-effective alternatives been considered? What are they and why are they not the preferred option? This is the more cost-effective measure compared to Option 1, expanding to the south with new construction.

4. Please explain how the project advances the goals of Green Valley Recreation:
Advances the core mission to provide excellent facilities and services to members.

5. What are the 3-5 year participation trends related to this capital project request?

Fitness attendance data from July to July
2024: 212,657
2023: 172,321
2022: 161,550

6. Please explain how this capital project supports the interest level of the general membership: Fitness centers are GVR's most popular recreation amenities. In the past twelve months, 5.5 centers (CH was closed for six months) surpassed attendance at the 12.5 pools by 516 documented visits.

7. Would this request have an adverse effect on another group of GVR members?
Members accustomed to taking classes or joining other activities in the Cypress Room would be relocated to Desert Hills and Santa Rita Springs.

(If Yes, please provide rationale as to the greater benefit this project will provide given that another group or the general membership may be displaced or impacted) The benefit is the substantial savings in initial and ongoing costs.

Capital Improvement Project Assessment

8. What is the estimated cost of this project? \$116,445

9. What are the anticipated annual operational costs associated with this capital improvement? \$21,300

10. What are the anticipated required annual maintenance and replacement contributions to the Reserve Study associated with this capital improvement? \$ 8,155

Criteria	Weight (1-5)	Clearly No	0	1	2	3	4	5	Clearly Yes	Total
Legal mandate										
Removes or reduces a hazard										
Advances organizational goals										
Improves efficiency										
Addresses participation trends										
Supports interest of general membership										
Does NOT create an adverse effect on another group or GVR members										
TOTAL										

Notes/Additional Considerations:

Option 1, expanding to the south via new construction, would increase the fitness center by 1200 SF. This option provides 1500 SF

The initial cost of equipment for the expanded area is estimated at \$16.5k

Club’s history of Capital Funding Requests reviewed and included? No
(Review data sheet of previous requests and awards)

Capital Improvement Project Assessment

Project Name: Expand SRS fitness Center

Proposed by: Staff

Proposed Inception Year: 2025

Assessment Questionnaire

1. If this is a club request, is the request a club responsibility per Part 6, Section 3 of the CPM? N/A
(If yes, stop assessment. Club should take appropriate steps to comply with the CPM requirements)

2. If this is a request for new or expanded club space, has the club taken steps to maximize space utilization? N/A
(If No, please stop assessment. Club should take appropriate steps to first attempt to maximize space utilization and then reapply if necessary)

Please explain any steps taken to improve efficiency and space utilization:

3. Have more cost-effective alternatives been considered? What are they and why are they not the preferred option? None have been identified

4. Please explain how the project advances the goals of Green Valley Recreation:
Addresses the core mission to provide excellent facilities and services

5. What are the 3-5 year participation trends related to this capital project request?

See assessment for LC fitness expansion

6. Please explain how this capital project supports the interest level of the general membership: See assessment for LC fitness expansion

7. Would this request have an adverse effect on another group of GVR members?
No.

(If yes, please provide rationale as to the greater benefit this project will provide given that another group or the general membership may be displaced or impacted)

8. What is the estimated cost of this project? \$36,876

9. What are the anticipated annual operational costs associated with this capital improvement? \$2,175

Capital Improvement Project Assessment

10. What are the anticipated required annual maintenance and replacement contributions to the Reserve Study associated with this capital improvement? \$2,590

Criteria	Weight (1-5)	Clearly No	0	1	2	3	4	5	Clearly Yes	Total
Legal mandate										
Removes or reduces a hazard										
Advances organizational goals										
Improves efficiency										
Addresses participation trends										
Supports interest of general membership										
Does NOT create an adverse effect on another group or GVR members										
TOTAL										

Notes/Additional Considerations:

Club's history of Capital Funding Requests reviewed and included? No
(Review data sheet of previous requests and awards)

Capital Improvement Project Assessment

Project Name: West Center Clubs Expansions

Proposed by: Three Clubs

Proposed Inception Year: 2025

Assessment Questionnaire

1. If this is a club request, is the request a club responsibility per Part 6, Section 3 of the CPM?
(If yes, stop assessment. Club should take appropriate steps to comply with the CPM requirements)

2. If this is a request for new or expanded club space, has the club taken steps to maximize space utilization? Not known. When this request was made, clubs were not asked this question.
(If No, please stop assessment. Club should take appropriate steps to first attempt to maximize space utilization and then reapply if necessary)

Please explain any steps taken to improve efficiency and space utilization: None known.

3. Have more cost-effective alternatives been considered? What are they and why are they not the preferred option?

See Staff Report from July, 2024

4. Please explain how the project advances the goals of Green Valley Recreation:
See Staff Report from July, 2024

5. What are the 3-5 year participation trends related to this capital project request?

6. Please explain how this capital project supports the interest level of the general membership:. Not known

7. Would this request have an adverse effect on another group of GVR members?
No

(If yes, please provide rationale as to the greater benefit this project will provide given that another group or the general membership may be displaced or impacted)

8. What is the estimated cost of this project? \$1.6 million

9. What are the anticipated annual operational costs associated with this capital improvement? Unknown until designed

Capital Improvement Project Assessment

10. What are the anticipated required annual maintenance and replacement contributions to the Reserve Study associated with this capital improvement? Unknown until designed

Criteria	Weight (1-5)	Clearly No	0	1	2	3	4	5	Clearly Yes	Total
Legal mandate										
Removes or reduces a hazard										
Advances organizational goals										
Improves efficiency										
Addresses participation trends										
Supports interest of general membership										
Does NOT create an adverse effect on another group or GVR members										
TOTAL										

Notes/Additional Considerations:

See Staff Report from July, 2024

Club’s history of Capital Funding Requests reviewed and included? No
(Review data sheet of previous requests and awards)



Green Valley Recreation, Inc.

Board of Directors Work Session

TOPIC: West Center Clubs Expansion

Prepared By: Natalie Whitman, COO

Meeting Date: June 19, 2024

Presented By: Natalie Whitman, COO

Consent Agenda: n/a

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 GVR's three lapidary shops has been 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

Staff Recommendation: 1

Recommended Motion: n/a

Attachments:

Slides 1-17

Capital Improvement Project Assessment

Project Name: Desert Hills Locker Room Remodel **Proposed by:** Staff

Proposed Inception Year: 2025

Assessment Questionnaire

1. If this is a club request, is the request a club responsibility per Part 6, Section 3 of the CPM? N/A
(If yes, stop assessment. Club should take appropriate steps to comply with the CPM requirements)

2. If this is a request for new or expanded club space, has the club taken steps to maximize space utilization? N/A
(If No, please stop assessment. Club should take appropriate steps to first attempt to maximize space utilization and then reapply if necessary)

Please explain any steps taken to improve efficiency and space utilization:

3. Have more cost-effective alternatives been considered? What are they and why are they not the preferred option? The project has already been modified to eliminate a proposed steam room.

4. Please explain how the project advances the goals of Green Valley Recreation:
Advances the core mission to provide excellent facilities and services

5. What are the 3-5 year participation trends related to this capital project request?
Fitness centers and pools are GVR's most popular amenities. Fitness classes are among GVR's most popular course offerings. Locker rooms are primarily used by members who enjoy these facilities and services.

6. Please explain how this capital project supports the interest level of the general membership:.

7. Would this request have an adverse effect on another group of GVR members?
No

(If yes, please provide rationale as to the greater benefit this project will provide given that another group or the general membership may be displaced or impacted)

8. What is the estimated cost of this project? \$445,000

9. What are the anticipated annual operational costs associated with this capital improvement? \$10,200

Capital Improvement Project Assessment

10. What are the anticipated required annual maintenance and replacement contributions to the Reserve Study associated with this capital improvement? \$15,672

Criteria	Weight (1-5)	Clearly No 0 1 2 3 4 5 Clearly Yes	Total
Legal mandate			
Removes or reduces a hazard			
Advances organizational goals			
Improves efficiency			
Addresses participation trends			
Supports interest of general membership			
Does NOT create an adverse effect on another group or GVR members			
TOTAL			

Notes/Additional Considerations:

Club's history of Capital Funding Requests reviewed and included? No
 (Review data sheet of previous requests and awards)



Green Valley Recreation, Inc.
Board of Directors Meeting

TOPIC: Desert Hills Locker Room Expansion

Prepared By: Natalie Whitman, COO

Meeting Date: 4.24.24

Presented By: Natalie Whitman, COO

Consent Agenda: N/A

Originating Committee / Department: Recreation & Facilities

Action Requested: Approve Desert Hills locker room expansion concept drawings and direct staff to move forward with developing construction documents, obtain permits, and go out for bids.

Strategic Plan Goals 1 & 2:

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

Initiatives 1.2.1, 1.2.2, 2.1.1

Background Justification:

The locker rooms at Desert Hills are due for rehabilitation. The locker rooms are smaller than those of other major centers. They have a similar number of showers but few restroom fixtures and the dressing areas accommodate just three or four friendly people at a time. The lockers are narrow.

With the former weight room vacated, there is an opportunity to expand the locker rooms into that space.

In March, 2024, our busiest month of the season, approximately 8,600 people used the lower-level sports amenities. This is an approximate number derived from gate access totals minus the access counts for lapidary, ceramics, and poker. Since a number of service technicians visited the site to address HVAC issues and prep for roofing work, that count reflects an additional reduction of 200 access swipes.

By comparison, 6,245 people used entrances associated with sports facilities at Las Campanas and 6,188 people used entrances associated with the pool and fitness center at Canoa Hills.

In March, 2024, an informal survey of the membership resulted in a tepid response to the proposal to expand the locker rooms and a cool response to the steam room possibility. 26% of respondents were frequent users of the facility. *See poll results, attached.*

At the 4/10/24 work session, a Director asked about the feasibility of expanding the men’s locker room around the existing sauna. Our architect reports it would not be possible to expand the size of the room. Fixtures could be added within the existing area, but the changing area would be significantly reduced.

At that same work session, a majority of the Board expressed support for eliminating a proposed steam room and expanding the proposed dry sauna to ensure it is at least as large as the current sauna. The current sauna is approximately 114 SF and seats 8-9 people. Creating a sauna of that size is readily accomplished by merging the proposed steam room and sauna and shifting the planned entrance wall to the east. *See the attached floor plan.*

Fiscal Impact:

The 2024 budget includes \$445,000 of initiatives funding for this project. Because the MRR allocates \$145,665 for a simple renovation, only \$299,335 is needed from the initiatives fund.

Of that \$299,335, ~\$90k will be used to complete required ventilation system upgrades. The current system is underperforming and out of code compliance.

	Fund	Fund	Total ESTIMATE
Option 1: Described expansion with required ventilation upgrade	MRR \$145,665	Initiatives \$299,335	\$445,000
Option 2: Renovate within the existing footprint, with the required ventilation upgrade	MRR \$145,665	Initiatives \$90,000	\$235,665

Several MRR and CIP projects are in the planning or scheduling phases at Desert Hills. These include ceramics studio/kiln room enhancements, renovation of the lobby restrooms, the potential removal of the stage, and new flooring throughout all common areas including the balcony decking. Project

management staff suggest going out for bid on a base bid contract--a sort of “a la carte” contract. Interested contractors would bid on the base scope (in this case, the locker room renovation) and then provide bids on the other jobs as additional line items. GVR could accept the bids on any of the additional jobs on a case-by-case basis. The goal of this approach would be to get as many of these jobs as feasible under the purview of a single general contractor for the sake of efficiency.

Board Options:

1. Approve moving forward with the revised plans as indicated in the attached annotated floorplan, via a base bid contract with additional alternative scopes.
2. Approve a rehab within the current footprint with required ventilation upgrades.
3. Provide alternate directions for staff.

Staff Recommendation:

Option 1

Recommended Motion: Move to approve the Desert Hills locker room expansion as indicated and direct staff to move forward with developing construction documents, obtain permits, and go out for bids.

Attachments:

1. Floor plan on next page
2. Poll results



Current Sauna:



New proposed sauna:



Capital Improvement Project Assessment

Project Name: Ceramics Kiln Room Enhancement **Proposed by:** Ceramics Club

Proposed Inception Year: 2025

Assessment Questionnaire

1. If this is a club request, is the request a club responsibility per Part 6, Section 3 of the CPM? No
(If yes, stop assessment. Club should take appropriate steps to comply with the CPM requirements)

2. If this is a request for new or expanded club space, has the club taken steps to maximize space utilization? Not known. When this request was made, clubs were not asked this question.
(If No, please stop assessment. Club should take appropriate steps to first attempt to maximize space utilization and then reapply if necessary)

Please explain any steps taken to improve efficiency and space utilization: None known.

3. Have more cost-effective alternatives been considered? What are they and why are they not the preferred option? See notes below on cost-control concerns.

4. Please explain how the project advances the goals of Green Valley Recreation:

Strategic Plan goal 1.2.2: Assess spaces for specific activities and equip those spaces properly, such as art class space with washable floors.

5. What are the 3-5 year participation trends related to this capital project request?

Club membership:

2024 201

2023 206

2022 142

2021 98

2020 150

6. Please explain how this capital project supports the interest level of the general membership:. Not known

7. Would this request have an adverse effect on another group of GVR members?
No

(If yes, please provide rationale as to the greater benefit this project will provide given that another group or the general membership may be displaced or impacted)

Capital Improvement Project Assessment

8. What is the estimated cost of this project? \$90,000

9. What are the anticipated annual operational costs associated with this capital improvement? \$2,000

10. What are the anticipated required annual maintenance and replacement contributions to the Reserve Study associated with this capital improvement? \$6,300

Criteria	Weight (1-5)	Clearly No	0	1	2	3	4	5	Clearly Yes	Total
Legal mandate										
Removes or reduces a hazard										
Advances organizational goals										
Improves efficiency										
Addresses participation trends										
Supports interest of general membership										
Does NOT create an adverse effect on another group or GVR members										
TOTAL										

Notes/Additional Considerations:

The second floor kiln room project has been complicated in a variety of ways since it was first introduced. Originally, the request was to expand the fire-resistant (brick) flooring and re-design the electrical service to the room so the existing four kilns could be spaced apart per manufacturer recommendations. Since the initial architect’s assessment occurred, improved ventilation was added as a concern (and since resolved) as was a request for a fifth kiln. The combined weight of a fifth kiln and the additional flooring requires shoring-up of the trusses under the floor, in the ceiling of the men’s locker room below. The locker rooms were scheduled to be renovated this summer of 2024, but delays in the design phase will push that project to 2025. New concerns about the longevity of the DH pool provide yet another plot twist: To avoid multiple service disruptions and control costs, it seems that all three projects (kiln room, locker rooms, and pool) should be completed at the same time.

Club’s history of Capital Funding Requests reviewed and included? No
 (Review data sheet of previous requests and awards)