



MINUTES

Planning & Evaluation Committee Regular Meeting

Thursday, August 12, 2021

1:00pm MST – Las Campanas Juniper Room/Zoom

Committee Approved – September 9, 2021

Attendees: Ted Boyett (Chair), Lorri Ague, Carol Lambert, David Messick, Roger Myers (designated by the Chair to serve as meeting Chair), Jim Rundlett, Diane West, Mike Zelenak (ex officio), Scott Somers (CEO), David Jund (Liaison/Facilities Director), Tom Demma (Meeting Scribe)

Absent: Kristen Bean, Jim Maxwell and Paula Welch

Visitors: 11 (includes Linda Touzeau, President, Glass Artists Club)

I. Call to Order/Roll/Quorum

Meeting Chair Myers called the meeting to order at 1:00 pm MST. Roll was called and a quorum for the combined in-person and ZOOM conducted meeting established.

II. Approve Agenda

MOTION: West/Seconded. Approve the agenda as presented.

Passed: unanimously

III. Approve Minutes of July 8, 2021

MOTION: Messick/Seconded. Approve the minutes as presented.

Passed: unanimously

Opening Remarks – Meeting Chair Myers reviewed meeting procedures and welcomed the Glass Artists Club members.

IV. General Reports

1. **Canoa Hills Club House Status and Discussion**

CEO Scott Somers provided an overview of the status of the Canoa Hills Club House (CHCH) at present and the Glass Artists Club's interest to occupy the renovated CHCH as club designated space. President Linda Touzeau of the Glass Artists Club related the club's vision for the space. Two earlier circulated meeting exhibits titled GVR Artists Club Dedicated Space V9 dated November 27, 2021 and April 26, 2021 were referenced. Concern was expressed by club members in attendance about interim measures for housing the Glass Artists Club while awaiting occupancy of the newly renovated dedicated club space at CHCH. Somers related a pause in the decision-reaching process be taken to provide opportunity for club representatives to work with staff for further review and assessment. The question of whether or not the Annex Building might serve as an interim

location for the Glass Artists Club will be placed on the September 9 meeting agenda.

2. General Update on Facilities

Facilities Director David Jund provided responses to committee members' questions and informed them about capital projects; namely, the current status of CHCH and East Center swimming pool replacement. Swimming pool plans have been submitted to Pima County officials for review. Upon approval, GVR will solicit construction bids.

3. Review P&E Section of Corporate Policy Manual (CPM) for Additions and Possible Rewording

The meeting exhibit with excerpts of the Corporate Policy Manual (CPM) in regards to Board Committee Duties and Responsibilities (Subsection 4 of the CPM) and Section VI, Subsection 4.C.3 served as the basis of discussion if the P&E Committee wants to submit to the Board Affairs Committee (BAC) proposed CPM amendments for consideration to recommend to the Board of Directors for approval.

Work is underway for an improved standardized P&E Committee Capital Projects Review process and when formally established, plans are to be reflected in the CPM. It was suggested P&E Committee submit to BAC information about the Capital Projects Review.

Meeting Chair Myers requested CPM amendments be tabled and addressed during the next committee meeting. Members were encouraged to send CPM amendment suggestions to Committee Chair Boyett.

4. Staff Discretionary Limitation within Capital Fund

Prevailing guidelines for staff when considering and completing a non-reserve capital purchase/expenditure and potential future changes that might come into place were discussed.

Committee members examined a number of alternative approaches described as thresholds that would govern staff decision making. A decision was not reached.

5. Subcommittee Committee Reports

- a. Aquatics – no report
- b. Criteria – no report
- c. Facility Expansion – no report
- d. Standard Operating - The meeting exhibits titled GVR Capital Project Review (CPR) and CPR Recommended Next Steps served as the basis for discussion regarding the establishment and in-time adoption of a Standardized Operating Procedure (SOP) for P&E Committee evaluation of capital projects. Lambert summarized the two exhibits that encompass the work of the sub-committee tasked to undertake standardizing a procedure resulting in new capital projects being consistently overseen by the P&E Committee. Discussion turned to the list of five "pilot"

projects set out in the next steps exhibit which are to be the sample basis for testing a revised capital projects evaluation criteria.

MOTION: Myers/Seconded. P&E Committee approves the revised "Draft Capital Project Review" dated 8/12/2021 and directs the GVR administration to conduct "pilot" tests as stipulated in the "CPR Recommendation Next Steps" memo dated 8/12/2021.

Passed: unanimously

V. Additional Staff or Board of Directors Comments – no comments

VI. Member Comments - 1

VII. Adjournment - Meeting Chair Myers adjourned the meeting at 2:36pm MST.