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♦ 15245 SW 116th Ave., King City, OR 97224 ♦ 503.639.6565 phone ♦ www.mykcca.com ♦

## Board of Directors & Pool Construction Committee Meeting Minutes

Friday, October 27, 2017

8:00 a.m. in the KCCA Crown Center

Call to Order by President Terry Pittsley at 8:00 a.m.

Board members: Present - Paul Downing, Terry Pittsley, Valerie Schuyler, Joe Wilson, Blair Wyatt; Diana Platika, Marty Williams (Platika and Williams left at 9:00 a.m.)

Pool Construction Committee members: Present: Sandi Fuhrman, Denny Gelfand, Chris Walbridge, consultant Gordy Lusk; Absent – Sue Miller, Don Ryan

**Motion:** Moved by Schuyler, seconded by Wyatt: Approve a Change Order for \$985 for a glass storefront door with two sidelights for the front door to the Aquatic Center. Yes: Downing, Pittsley, Schuyler, Wilson, Wyatt. No – Platika, Williams. **Motion passed.**

**Motion:** Moved by Schuyler, seconded by Wyatt: Approve a Change Order for \$4,318 to install a 6' (rather than 3') door into equipment room and an exit door on the end of the building adjacent to the Crown Center. **Motion passed unanimously.**

**Motion:** Moved by Wyatt, seconded by Platika: Approve a Change Order for up to \$1,000 to frame two tall openings into the pool area to the lower height of the women's locker room opening. **Motion passed unanimously.**

**Motion:** Moved by Pittsley, seconded by Downing: Approve a Change Order for \$2,631 for purchase from and installation by Jet Plumbing of a fiberglass shower in the Family Dressing Room. **Motion passed unanimously.**

**Motion:** Moved by Downing, seconded by Wyatt: Approve a Change Order for \$27,666 to install precast deck drains with ADA mesh on top around all three pools. **Motion passed unanimously.**

**Motion:** Moved by Wyatt, seconded by Schuyler: Approve a Change Order to add a light costing up to \$200 for the shower in the Family Dressing Room. **Motion passed unanimously.**

**Motion:** Moved by Wyatt, seconded by Schuyler: Approve a Change Order to add a light costing up to \$200 in the private dressing room in the Women's Locker Room. **Motion passed unanimously.**

**Wait for Change Orders and documentation to be presented to the Board:**

1. Installation of wheelchair accessible screening walls in men's and women's locker rooms:

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- Lusk will present sketch of how walls will be installed to Downing for approval
  - Lusk will get approval from Dave to install the walls as designed
  - Lusk will request from KKLA a Change Order and documentation to add the screening walls as designed.
  - The Board will vote to approve/not approve the Change Order
2. Cost to purchase and install plumbing and utility sink in the equipment room.
  3. Cost to purchase and install one (1) hose bib in each dressing room.
  4. Provision of supporting documents for the egress lighting to be purchased and installed by Stoner Electric.

**Action needed:**

1. Stoner Electric charged \$1,958 to install bonding wires in new pools to prevent electrical shock. Downing said KKLA should not have done the work and charged 20% so KCCA should pay Stoner only for time and materials and project management provided by Stoner.
2. Downing said KCCA should look at all previously paid Change Orders on which KKLA charged 20% to determine if there were changes in the scope of the project (time and materials) and if not, request that the 20% paid to KKLA be refunded to KCCA.

**Notes**

- A Change Order is not appropriate if the actual cost of time and materials for a project component is higher than the allowance in the contract for the same amount of time and materials. *Supporting documents must be attached to all Change Orders before they are submitted for approval.*
- Install mirrors above 2 sinks in the men's locker room, 2 sinks in the women's locker room and 1 sink in the family room. No Change Order necessary.
- Check availability of circuit in the electrical box for installation of a timer in the pool area (do not use motion sensors).
- Walbridge reported that Energy Trust of Oregon will make an onsite visit in the next week to determine what rebates KKCA is eligible for.
- Tile samples will be available next week.
- Lusk did not have information on benches, mirrors and lockers.
- A grab bar must be installed by one bench.

**Motion to adjourn:** Moved by Downing, seconded by Schuyler. **Motion passed.** Meeting was adjourned at 10:16 a.m.

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