

# JOINT KCCA BOARD AND POOL CONSTRUCTION MEETING AGENDA

## MEETING INFORMATION

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**Date:** 11/17/17  
**Time:** 8:00 AM

**Location:** Crown Center

## NEW AGENDA ITEMS

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### Item/Presenter

- Gordy's weekly progress review
- Meet 11/24?
- KKLA's construction schedule through December
- When will doors be installed?
- Dressing room privacy wall – need to discuss with Mark Stewart not KKLA
- 5 lights in poolroom / battery backup – Gordy's email of 10/28
- Camera wiring completed. No wiring included in the pool area. Request CO to install now or add wiring later if Board decides to add cameras in the pool area.
- When does tile decision need to be made?
  - Tile choices presented 11/3. Discussion during 11/10 meeting. Agreed to have tile ordered through Cascade Pool.
  - Revisit walls to be tiled, per Gordy's take off

### Review pending change orders:

- Board voted to approve these change orders on 10/27 (revisit before executing)
  - Egress lighting
  - Pool Bonding & grounding of pool
  - Fiberglass shower in family room
  - Store Front Door
  - Additional 1 hr. fire door
  - Deck drains
  - Additional lights & plugs
  - Door height changes (men's & storage) - \$1,000 – need change order from KKLA

## OUTSTANDING ACTION ITEMS FROM PREVIOUS MEETINGS

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- Vents in Equipment room for Cascade Pool – this is a KCCA expense. Gordy to get bids? Will this go through KKLA or will KCCA get this done?

### Future change orders – need bid proposals:

- Utility sink, plumbing in equipment room
- 3 additional outlets in equipment room
- Modification in entrances to men's and women's locker room
- Installation of additional hose bibs in all 3 dressing rooms
- Parking lot wheel chair ramp – hold until we get closer to sidewalk install

### Follow up needed:

- Benches, mirrors & lockers styles options discussion / cost – Gordy (10/13)
  - What's the order lead time?
  - One shorter height bench to accommodate less mobile – depends on cost
  - Bench depth to be same as previous benches
  - Install grab bar beside at least one bench to accommodate moving from bench to wheelchair

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### Future Action Items:

- Energy Trust of Oregon Follow Up – on agenda for 12/8

- Committee choose pool sign sizes – walk through facility – Walk through after sheetrock is installed
- Protec – Deposited needed at least 2-3 weeks in advance of install. Discuss when we know installation ETA

DRESSING ROOM SHOWERS – discuss when we know showers installation ETA

- Add one Commercial hand-held shower to each dressing room
- Install soap dispensers at each shower head – STATE RULE
- Install horizontal bar on wall right outside shower area for wringing swim suits
- Install shelf beside each shower head to hold toiletries

DRESSING ROOM TOILET ROOMS – discuss when we know toilet room installation ETA

- ❖ Position TP holders so twisting is not required

FUTURE PURCHASES – discuss as we get closer to opening

- ❖ Steam Cleaner – Ronnda to purchase – approved by Board 11/3/17. 10 day order lead time.
- ❖ ELD purchase – Ronnda to purchase – BOD to approve (check with ProShop to see where they ordered from)
- ❖ 2 wall phones – Ronnda to purchase – Need BOD approval
- ❖ First aid kit – Ronnda to purchase – need BOD vote
- ❖ Rescue & flotation equipment - Committee to discuss what's needed. Rhonda to purchase. BOD needs to vote
- ❖ Wheel chair parking lot sign – Ronnda to order. BOD needs to vote.

## BOARD OF DIRECTORS/POOL CONSTRUCTION COMMITTEE MEETING

November 17, 2017, Crown Center, 8:00 a.m.

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

Board members: Present -Terry Pittsley, Joe Wilson, Diana Platika (left 9:30), Marty Williams (left 8:30), Paul Downing (arrived 8:20); Absent Valerie Schuyler, Blair Wyatt

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

### **Execute the following change orders as approved by the BOD on 10/27/17:**

- Execute egress lighting \$4,306
- Pool bonding \$1,958
- Fiberglass shower \$2,631
- Storefront entry door \$985. Minimal potential framing will be additional cost.
- Deck drains \$27,666. Execute but verify linear feet and install 3" grates instead of 5". Final cost to be adjusted. Grates to be installed in the center of the walkways.
- Additional lights/plugs \$2,796. Execute relocate fixture in Women's locker room & add (1) fixture above private dressing rooms (\$380). Execute install of (1) additional light above shower in Family lavatory (\$415). **Do not** execute addition of (3) LV over ride switches for afterhours control pending additional justification of cost.
  
- **Motion:** Moved by Wilson, seconded by Platika to execute change order for \$982 to install a 6' (rather than 3') door into equipment room. **Do not** execute the additional 1 hour rated fire door 106b installed on the South side of the aquatic building for \$3,336 because 106b is included under the original building and final building plans. **Motion passed unanimously.**
  
- **Motion:** Moved by Downing, seconded by Wilson: Approve a Change Order for \$4,200 to frame, drywall and paint (2) doorways in pool area (Men's locker room exit doorway and storage room doorway) to same height as Women's exit doorway so electrician can install lighting in pool area. Frame, drywall and paint (2) additional privacy screening walls in both dressing rooms to provide privacy from entrance way into dressing rooms. This approval is dependent on inspector (Claire Co.) approval. **Motion passed unanimously.**
  
- **Motion:** Moved by Downing, seconded by Wilson: Approve a Change Order for \$2,601 to install a hot water hose bib in each dressing room and hot and cold hose bibs in the equipment room. PCC was not provided a copy of this change order. **Motion passed unanimously.**

### **Actions needed:**

Approved 12/05/2017

## BOARD OF DIRECTORS/POOL CONSTRUCTION COMMITTEE MEETING

November 17, 2017, Crown Center, 8:00 a.m.

1. Concern was raised meeting of 10/3 was not officially called to order. At 12/1/17 BOD meeting, BOD will need to revote on all motions approved from 10/3/17 meeting.
2. BOD agreed but did not officially vote to increase cost for change order of lights in locker rooms from \$400 to \$795. Original vote was 10/3.
3. Wilson, Platika and Williams noted they did not receive meeting documents in time to review to be prepared to vote. Fuhrman will work with Administrator to ensure ALL BOD and PCC members receive meeting notes, agenda and any needed supporting documents in advance of the weekly BOD/PCC meeting. Fuhrman noted occasionally Gordon receives documentation the night before the weekly meeting, not leaving time for BOD/PCC advance review. As an example, neither BOD or PCC received change orders proposed today for water hose bibs and drywall changes because Gordon didn't receive them until 9PM the night before. A short notice for change order proposals can happen at times, but should be the exception, not the rule.
4. Gordon to verify linear feet of deck drains and change deck grates to 3" instead of 5". Cost to be reduced accordingly and modified change order to be provided by KKLA.
5. Gordon to follow up with KKLA regarding equipment room air vents as outlined by MFIA submittal 11/2/17. Coordinate and resolve MFIA concern regarding maintaining negative building pressurization and interlocking exhaust fans with outside air damper.
6. Gordy to provide bid proposal to install 3 additional outlets for chemical distribution buckets in equipment room.
7. Gordy to confirm how quickly gutters are to be installed to avoid water collection and runoff around the building.
8. Gordy to confirm Family Room shower installation timeline so not to hold up drywall schedule.
9. Gordy to confirm installation timeline of exterior doors.
10. Gordon will get bid proposal from his contractor, Thompson, and will ask KKLA for bid proposal from his subcontractor for supply and install of 8"x20" glaze white tile, bullnose trim & installation of KCCA blue tile purchase from Cascade Pool.
11. Gordon continues to request truss hold down design from Troy Lyver (engineer) so final building inspection can be scheduled.
12. Electrician suggested we install 5 LED lights with battery backup that don't shut off so if the electric building lights shut off for any reason there will still be enough light to navigate to safety. Gordon will request bid proposal.
13. Locker submittal presented by Gordon was for single tier lockers; building plan shows double stack lockers. Requested Gordon to provide submittal with correct lockers. BOD advised Gordy blue was the color of choice. Approx. order time is 6-8 weeks.

Approved 12/05/2017

## BOARD OF DIRECTORS/POOL CONSTRUCTION COMMITTEE MEETING

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14. Toilet compartment submittal presented by Gordon only included partitions for Women's dressing room. Requested Gordon to resubmit with all partitions. Requested Gordon verify doors will swing out per ADA.
15. Toilet room accessory submittal presented by Gordon. BOD requested Gordon ask KKLA for cost credit for all dressing room accessories listed on submittal except grab bars. PCC will work with maintenance staff on ordering dressing room accessories. PCC advised Gordon submittal does not include all grab bars noted on building plan. PCC asked Gordon to revise submittal and resubmit to PCC/BOD for review.
16. Gordon to request construction timeline from KKLA now that all change orders have been processed.

### Notes:

1. No meeting 11/24/17 due to the Thanksgiving holiday.
2. Cannot install a sink in the equipment room due to building code. Will install hot and cold hose bibs for maintenance staff use.
3. Gordon brought sample of 8"x20" glaze white tile and bullnose trim. Proposed using this tile instead of previous proposed smaller subway tile as larger tile will be less labor intensive to install.  
To save cost Gordon proposed using wonder board in the showers and green board in the dressing rooms for backer. Concern was raised that using backer board in dressing rooms will cause flicking when using steam cleaner. Green board are in 4' x 8' sheets and we're tiling 4' so may not be cost effective to install 3' of green board & 1' of backer board, which are in sheets of 3'x8'. Will review again upon confirmation of installation timeline.
4. Brick is on site waiting for brick mason to install.
5. Gordon & Joe Wilson inspected the heat registers in the bathroom and workout room. The original galvanized ducting under the floor is rusted out. Gordon's recommendation is for KCCA to replace the ducting or install overhead heat ducts to the existing furnace to increase air flow. Downing expressed KCCA will do this in the future.
6. Based on concern expressed by maintenance staff regarding excess water around the building, Gordon inspected grounds and the slabs and dirt between the buildings were dry. Gordon's opinion the excess water was caused from heavy rainfall off the roof and not having gutters on the building. Downing asked Gordon to ask KKLA to install gutters next week to prevent future saturation.
7. Rough plumbing passed inspection and all valves are supported to code.
8. Electrical is scheduled for inspection 11/21/17. Requested PGE to install the meter; installation scheduled in two weeks.

Approved 12/05/2017

**BOARD OF DIRECTORS/POOL CONSTRUCTION COMMITTEE MEETING**

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9. HVAC dehumidifier scheduled to arrive next week; final ducting will be installed, and final inspection will be scheduled.
10. PCC advised BOD low voltage wiring for FOB system had been completed. Previously the PCC discussed installing 2 cameras in the pool area, to provide maintenance staff the ability to monitor activities as need or during emergencies. Wiring would need to be installed through a change order. BOD decided not to wire for cameras at this time.
11. PCC requested additional installation of grab bar by the shower for ringing of wet swimsuits and one installed next to a bench. Downing advised maintenance staff can install.
12. PCC requested shelf installation beside each shower head for shower accessories. Downing advised maintenance staff can install.

**Motion to adjourn:** Meeting was adjourned at 10:25 a.m. (Quorum not present to adjourn)

Approved 12/05/2017