

# JOINT KCCA BOARD AND POOL CONSTRUCTION MEETING AGENDA

## MEETING INFORMATION

---

**Date:** 12/15/17  
**Time:** 8:00 AM

**Location:** Crown Center

---

Call to Order  
Pledge of Allegiance  
Roll Call

## OLD BUSINESS

---

### Follow-up:

- Installation of low voltage wire for phones and cameras – Jeff to call Protec
- NW Natural hook up – change order for KKLA or did Paul take care of this?
- Concrete floor seal install; bid proposal? Follow up – Jeff

### Gordy Follow-up

- Securing the facility during construction – is the facility secured?
- Locker choice follow up
- Family Shower install date
- Bench submittals – natural in color
- Grab bar submittal – to include amount per building plan
- Toilet Room accessories - Cost reduction

### Change orders and/or bid proposals needed:

- Eyewash center w/showerhead install in equipment room as required by OSHA – Item #2LVA4 from Grainger \$682.00. Galvanized steel pipe material / plastic shower head
- Quote for stainless steel toilet and dressing room partitions
- Tile submittal / bid proposal from Thompson & KKLA
- Pool enclosure gates between M/W locker rooms and pools ORS 333-060-0105.
- Parking lot wheel chair ramp – hold until we get closer to sidewalk install in January

## NEW BUSINESS

---

- Gordy's weekly progress review - Gordy
    - Claire Co. inspection progress report update
    - KKLA construction schedule update
-

# JOINT KCCA BOARD AND POOL CONSTRUCTION MEETING MINUTES

December 15, 2017

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

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

Pledge of Allegiance

Roll Call:

- Board of Directors: Present: Paul Downing, Terry Pittsley, Diana Platika, Valerie Schuyler, Marty Williams, Joe Wilson, Blair Wyatt. (Williams and Platika left before the meeting was adjourned.)
- Pool Construction Committee: Present: Chris Walbridge, Sandi Fuhrman, Denny Gelfand; Absent: Don Ryan, Sue Miller

## OLD BUSINESS

---

### Follow-up: Jeff

- Concrete floor seal install: Jeff made contact with a supplier who said it could be done. It should be done by professionals who guarantee their work.
- ProTec: Jeff was told the system can accommodate up to 10,000 fobs or cards, with cards being more appropriate as they can be taken into the pool and are also cheaper. ProTec showed Jeff the best locations for 2 cameras in the pool area and 1 camera under the front eaves to monitor the parking lot. **It is necessary to do the wiring for these cameras before the sheetrock is installed. Gordy will contact ProTec to have them install the wiring.**
- **Motion:** Authorize ProTec to install wiring for 2 cameras in the pool area and 1 camera for the parking lot. Moved by Schuyler, seconded by Wyatt. Motion Passed.

### Follow-up: Gordy

- The soil next to the new building was rough graded with a 5' negative slope away from the building.
- The gutters are going on today.
- The building is not yet secured despite someone having removed a piece of equipment in the past few days. Kirk has stated he is waiting for the hardware to install the front door. Board members said the building needs to be secured immediately and asked **Gordy** to tell KKLA to get and install plywood to cover the front entry.
- Locker choice: Gordy talked with Kirk this week who is relying on Medallion to provide information on lockers that has not been provided despite the passage of several week.
- At this point, Board members asked **Gordy** to talk with Kirk about the Board helping KKLA by taking on completion of the following finish work:
  - Locker selection and installation
  - Family shower installation
  - Bench selection and installation
  - Grab bar installation, **including installation of plywood prior to installation of sheetrock**
  - Toilet room accessoriesIf Kirk agrees to turn these tasks over to KCCA, we need an agreement in writing (Ronnda can write agreement) that specifies work that will be done by KCCA and the amount of credit that will be given to KCCA from the KKLA contractual amounts.

### Change orders and/or bid proposals needed:

- **Motion:** Approve a change order for Stoner Electric to purchase and install a Besam SW100 door opener and associated branch circuit and connection for the front storefront door for a total cost of \$4410. Moved by Platika, seconded by Downing. Motion passed
- **Gordy ask** Kirk to get a bid from Jet Plumbing for installation of eyewash center w/showerhead install in equipment room as required by OSHA – Item #2LVA4 from Grainger \$682.00. Galvanized steel pipe material / plastic shower head.
- Tile submittal / bid proposal from Thompson & KKLA – no discussion

- Pool enclosure gates between M/W locker rooms and pools ORS 333-060-0105: The Washington County Health Examiner will come see the building to determine if such doors/gates are required.
  - Two issues involved: Safety of children (WA Co. decision)
  - Exchange of heat between pool and locker areas which will be held at different temperatures (KCCA decision that could be made after seeing how the temperature differential works).
- Information not yet available:
  - Parking lot wheel chair ramp – hold until we get closer to sidewalk install in January
  - Cost proposal for stainless steel partitions and toilets
  - Cost to install fresh air vents in chemical and equipment rooms

## NEW BUSINESS

---

- **Motion:** Authorize payment of \$309.50 to PSI for inspection of framing. Moved by Downing, seconded by Wyatt. Motion passed.
- Weekly progress review – Gordy
  - Installation of exhaust fan timer in locker rooms. The exhaust fan is now set to run 12/7 and the Board determined it should stay that way so no timer is needed.
  - Store Front Auto Door Operator submittal – see motion above.
  - Claire Co. inspection progress report update – next inspection will take place once sheetrock is installed; there will be no charge for this inspection.
  - KKLA construction schedule update – Still March 1
  - The mason is currently applying brick to the front of the building.
  - The exterior of the Crown Center has been painted.
  - Need for a punch list for balance of construction: **Gordy** will develop a punch list from the scope of work document.
- BOD/PCC meeting schedule for balance of year: Terry will notify members of the Board and PCC committee if a meeting is needed on December 22<sup>nd</sup>. No meeting on December 29<sup>th</sup>. Next definite meeting will be on Friday, January 5, 2018.
- **Paul** will arrange for companies to do the trenching/boring needed for phone and gas lines (phone to two buildings, gas to Aquatic Center). **Need gas line in before sheetrock is hung.**
- Paul reported on issue of siding at Garden Villa discussed at the previous evening's meeting and the concern of Garden Villa residents about the very large cost projected.
- Project Summary: The currently projected cost for the Aquatic Center is \$1,601,143. To date, KCCA has a loan from NW Bank of \$1,000,000 and the commitment of \$200,000 from the KCCA Reserve fund, leaving a balance of \$401,143. The amount in the KCCA Reserve Fund as of November 30, 2017 was \$662,603. Discussion included the recognition that there will be transfer fee income for the months of December – March and that a loan payment of \$80,000 is due at the end of March, 2018.
- **Motion:** Construction costs for the Aquatic Center above the \$1,200,000 already committed will be paid from the KCCA Reserve Fund, with the stipulation that the balance in the Reserve Fund will not go below \$150,000. Moved by Schuyler, seconded by Wyatt. In favor: Downing, Pittsley Schuyler, Wyatt. Opposed: Wilson. Motion passed.

Motion: To adjourn the meeting at 9:58 a.m. Made by Downing, seconded by Schuyler. Motion passed.

Valerie Schuyler  
Vice President/Secretary

Sandi Fuhrman  
Member, Pool Construction Committee