

TUKWILA METROPOLITAN PARK DISTRICT

April 9, 2012 – 6:00 p.m.
Council Chambers – Tukwila City Hall

BOARD OF COMMISSIONERS MEETING MINUTES

CALL TO ORDER

Board President Seal announced there are 2 meetings to be conducted this evening – the Metropolitan Park District (MPD) and the Tukwila City Council Committee of the Whole. It is anticipated the MPD items could take approximately 2 hours. To ensure maximum compliance with the Open Public Meetings Act, the Committee of the Whole meeting will be opened at 7:00 p.m. (which is set by City ordinance) and then immediately adjourned to reconvene the MPD meeting in order to finish those agenda items. After the MPD business has concluded, the Committee of the Whole meeting will be reconvened to handle the business on that agenda. Ms. Seal expressed appreciation for everyone's patience, noting there was a great deal of important MPD and City business to conduct this evening.

Board President Seal called the Tukwila Metropolitan Park District meeting to order at 6:10 p.m.

TUKWILA METROPOLITAN PARK DISTRICT COMMISSIONERS

Present were Joe Duffie, Dennis Robertson, Allan Ekberg, Verna Seal, Kathy Hougardy, De'Sean Quinn.

MOVED BY ROBERTSON, SECONDED BY DUFFIE TO EXCUSE BOARD MEMBER KRULLER FROM THE MEETING. MOTION CARRIED 6-0.

TUKWILA METROPOLITAN PARK DISTRICT REPRESENTATIVES

Lisa M. Marshall, MPD Attorney; Peggy McCarthy, Treasurer.

CITY OF TUKWILA OFFICIALS

David Cline, City Administrator; Rick Still, Parks and Recreation Director; Robert Eaton, Parks and Recreation Project Coordinator; Malcolm Neely, Aquatics Program Coordinator; Amy Kindell, Aquatics Program Specialist; Joyce Trantina, Executive Assistant; Kimberly Matej, Council Analyst; Melissa Hart, Deputy City Clerk.

CITIZEN COMMENTS

Christine Neuffer, 13813 37th Avenue South, explained that "Sustain Tukwila Pool" (STP) and members of the community would like to conduct fundraising activities for specific items listed on the Capital Improvement Program (CIP). She requested that the citizens be allowed to participate in the fundraising for specific items in the CIP.

Commissioner Quinn requested information on the legality of fundraising for Capital Improvement Projects related to the MPD.

Lisa Marshall, MPD Attorney, explained citizens and groups are authorized to donate to the MPD. The Board and STP group would want to draft a Memorandum of Understanding to stipulate the donation would be used for projects included in the Capital Improvement Program.

CONSENT AGENDA

- a. **Approval of minutes: 3/12/12**
- b. **Approval of vouchers: #359969, 360030, 360044, 360066, 360089 and #120300 in the amount of \$15,913.14.**

MOVED BY HOUGARDY, SECONDED BY DUFFIE TO APPROVE THE CONSENT AGENDA AS SUBMITTED. MOTION CARRIED 6-0.

BUSINESS ITEMS

a. A resolution amending Resolution No. 8 to change the official name of the Citizens Pool Advisory Committee to the "Tukwila Pool Advisory Committee."

Rick Still, Parks and Recreation Director, explained the Citizens Pool Advisory Committee, at their March 12, 2012 special meeting, approved a motion to request the Citizens Pool Advisory Committee's official name be changed to Tukwila Pool Advisory Committee (TPAC), which more specifically defines the group and the community it serves.

MOVED BY HOUGARDY, SECONDED BY DUFFIE THAT THE PROPOSED RESOLUTION BE READ BY TITLE ONLY. MOTION CARRIED 6-0.

Melissa Hart, Deputy City Clerk, read the proposed resolution by title only.

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TUKWILA METROPOLITAN PARK DISTRICT AMENDING RESOLUTION NO. 8 §1 (PART) TO CHANGE THE NAME OF THE CITIZENS POOL ADVISORY COMMITTEE.

MOVED BY QUINN, SECONDED BY HOUGARDY THAT THE PROPOSED RESOLUTION BE ADOPTED AS READ. MOTION CARRIED 6-0 TO ADOPT RESOLUTION NUMBER 11.

b. Energy Savings Performance Contracting: Rough Order of Magnitude.

At the January 12, 2012 MPD meeting, the Board approved the Energy Savings Performance Contracting (ESPC) process, authorized McKinstry Energy Services (McKinstry) as the Energy Services Company (ESCO), and authorized the initiation of the investment grade audit for the Tukwila Pool. As reported in the March 12, 2012 Staff Report, McKinstry has completed the energy audit to create the energy consumption baseline for estimated energy savings calculations.

The Rough Order of Magnitude (ROM), as outlined on page 13 of the agenda packet, is approximately a 70% preliminary plan. Although this type of reporting is not typically provided by the ESCO, this extra work effort was conducted to coordinate with the MPD meeting schedule. It is anticipated that McKinstry will narrow the project scope to include the guaranteed maximum price for each project, and provide the final Energy Services Plan (ESP) for Board review at the May 14, 2012 MPD meeting. During the review of the final ESP document, the Board will have the opportunity to cancel the program or move forward with the project list, i.e. committing to a financing plan while the consultant prepares plans and specifications, obtains bids and then completes the projects. Staff is seeking Board direction on the proposed project list, including whether any items should be moved up the list for consideration or removed from the list completely.

Mr. Still conducted a review of the list of proposed upgrades with the Board. He explained items 1 – 25 on the ROM list are necessary projects to keep the pool operating and sustainable for the next 20 years.

Items 26 – 38 are projects that are not necessary to keep the facility functioning and operational, although they could have great impact on the project as a whole. These items can only be completed as additional funds become available (via less-than-expected expense for the necessary items, additional funding, etc.), and they would be added to the scope of the project individually. Therefore, it is pertinent that items 26 - 38 be prioritized. If additional funds are available, the prioritized list would provide direction for completion.

Items 39 – 43 are new projects that were added to the original project list. Items 39 – 41 were discussed and brought forward by the TPAC, and items 42 and 43 were proposed by the consultant.

With the reduced total expense of the modified scope, there is greater potential that additional items may be able to be completed from the listed items 26 – 38. If the project bids are less than the maximum guaranteed price, the cost savings could be used for additional items the Board would like to be included in the project.

Board President Seal explained items 1 - 25 are necessary projects that need to be completed in order to keep the Tukwila Pool operational, and staff is seeking Board direction on items 26 – 43.

David Puki, 3748 South 152nd, stated he has been reviewing the list of projects (page 13 of the agenda packet) and comparing the proposed projects to the draft Capital Improvement Program (CIP) (distributed October 10, 2011). He expressed concern relating to the projected cost and how that cost exceeds the pool's current budget. He feels there is not enough attention being paid to possible energy efficiency upgrades that would recover the costs associated with those upgrades and provide long-term operational savings. He said the pool should be energy efficient and updated to accommodate the diverse public needs. He asked the Board to conduct a public meeting, so residents can review the final project list and compare those projects with the "wish list" of the pool users.

The Board asked clarifying questions of staff and exchanged comments on items 1 - 25 to include: cost and reasoning associated with removing the ceiling tiles; the addition of the Americans with Disabilities Act (ADA) chair lifts; why sound abatement need to be installed; clarification on proposed replacement of boiler burner; replacement of the pool liner and expected life of a new liner; and the high cost associated with replacing 11 interior doors.

Andrew Williamson, McKinstry Company, explained the ROM is a basic estimate of what an item or project would cost. When the project is approved and the specifications are complete and ready for bid, competitive proposals would be received by interested contractors, and hopefully the costs would be lower than McKinstry's basic estimates.

Mr. Still clarified the cost associated with line item 18 (interior doors) was for a fiberglass reinforced product (FRP), and that the cost would be lower if the specification was changed to list wood doors. The cost and durability are both factors in deciding the specifications to be included in the project bid documents. Staff is working with McKinstry to review the smaller projects that are not energy related, as City staff may be able to accomplish those or hire an independent contractor, which would decrease the overall project costs. The Board will receive the final project list to include the "maximum guaranteed price" for completion of the proposed list of projects to be completed. Additionally, the ROM list pricing has not received final approval by the State. Upon completion of the finalized list, the project list will be sent to the State for review.

Bryan Nelson, 3223 South 136th Street, referenced items 11 and 12, to remove natatorium ceiling tiles and add natatorium sound abatement. He asked for information as to why the existing ceiling tiles are not able to be repaired and why staff is proposing replacement of the drop ceiling. Additionally, he requested clarification relating to the differing costs listed in the "Tukwila Pool Budget" column and the "Modified Project Scope" column.

Mr. Still explained the existing ceiling tiles are suspended by metal hooks that are failing. A repair of the drop ceiling would consist of removing the metal frame and hooks and installing a new metal frame and hooks. The proposed sound abatement is a better alternative to a drop ceiling with individual tiles because the tiles will not fall into the pool.

Robert Eaton, Parks and Recreation Project Coordinator, addressed the differing cost issue. He stated the original staff estimate for trying to provide sound abatement was based on hanging banners across the ceiling, and that cost was much less. The cost for removal of the ceiling tiles was a staff estimate, and the final cost will be based on whether or not the contractor is able to bring a power lift into the building, or if they will have to install scaffolding in order to remove the drop ceiling.

Board President Seal announced the MPD meeting is being adjourned at this time and will be reconvened after convening the Tukwila City Council Committee of the Whole Meeting at 7:00 p.m. (as set by City ordinance)

6:57 p.m. MOVED BY ROBERTSON, SECONDED BY DUFFIE THAT THE TUKWILA METROPOLITAN PARK DISTRICT MEETING BE ADJOURNED UNTIL 7:05 P.M. MOTION CARRIED 6-0.

7:03 p.m. Board President Seal reconvened the MPD Meeting.

Commissioner Robertson asked staff to explain the reasoning behind the locker room floor resurfacing, and the proposed ultra violet (UV) treatment system.

Mr. Still stated the current floor surface for the locker rooms and pool deck can be slippery, and that is a safety concern. Additionally, the grout needs replacing and the floors are not visually attractive or durable. The pricing listed for items 26 and 28 are much higher than staff estimates due to the grinding down of all flooring surfaces to apply a new 1-layer product.

Mr. Eaton explained the proposed UV treatment system is a sanitizer system that can eliminate bacteria and germs in the water quicker than chlorine. Installing a UV treatment system would keep the pool much cleaner.

Commissioner Quinn commented that most wastewater treatment facilities utilize a UV treatment system to eliminate bacteria.

Commissioner Robertson commented on the annual energy savings of \$6,196 with the use of a pool cover in comparison with the high cost associated with the automatic pool covers.

Mr. Still clarified the estimated energy savings by using a pool cover is contingent upon performing the energy upgrades listed as items 1 - 25. McKinstry added the price for an automatic pool cover for the Board's review. The other option would be a manual pool cover that would require 2 staff members to operate a reel system to roll out and remove the cover. A manual pool cover system can be purchased for approximately \$20,000.00.

Commissioner Ekberg asked about the relevance or importance of line item 42, new supply air ductwork.

Mr. Still conveyed McKinstry suggested a re-routing of the air supply ductwork to allow the airflow to blow across the pool. Currently, the airflow is acceptable, and this item is not considered a high priority.

Commissioner Ekberg asked if pool use would increase if privacy changing rooms were constructed as part of the project.

Mr. Still explained a user increase due to the construction of individual changing rooms is an unknown. He said a project scope modification could be made to construct 1 private changing room at a lesser cost rather than constructing 5 changing rooms.

Commissioner Robertson commented that the smaller (\$5,000 to \$10,000) projects should be completed as funding is available. He feels line item 27 (UV treatment system) and item 29 (manual pool cover) should be included in the top list of projects to be completed.

Commissioner Quinn indicated he would support minor alternatives to the projects listed if they would have a similar end result and if those alternates would aid in marketing the pool. He used the example of modifying the scope of work for item 41 to reduce the number of rooms from 5 rooms to 1. He also expressed interest in receiving additional information on item 39, solar thermal preheat system, relating to potential energy savings and costs that could be recouped from that type of investment.

Commissioner Ekberg commented that the necessary upgrades are items that would not be visible to the residents and pool users, and he feels visual changes are also needed. He requested the locker room floor and pool deck resurfacing be considered a priority as well as item 37, construction of an enclosure. He feels it is beneficial for the taxpayers to be able to physically see how their tax dollars are being spent, with exterior updates and changes.

Board President Seal relayed that there is Board support for the following items to be included in the necessary improvements list: (the list is not in priority order)

- Item No. 26 – locker room floor resurfacing
- Item No. 27 – Ultra violet treatment system
- Item No. 28 – Deck resurfacing
- Item No. 29 – Pool Cover/Blanket (manual system)
- Item No. 36 – Add windows in natatorium
- Item No. 37 – Construction of an enclosure
- Item No. 41 – Privacy changing room (1 private changing area)

Commissioner Hougardy requested additional information on the potential energy savings for the solar thermal preheat system.

Mr. Still stated the energy savings information for the proposed solar heating system will be provided to the Board at the next meeting. Additionally, he confirmed that items 31 through 35 are projects that are important, and staff will move forward with a modified plan to complete those projects with minimal costs. With the completion of the enclosure (item 37), there will be space needed to complete some of the additional projects.

Bryan Nelson, 3223 South 136th Street, asked that McKinstry review any possible energy loss by adding the windows in the natatorium, identified in item 36.

Mr. Still answered in the affirmative.

David Puki, 3748 South 152nd, thanked the Board for asking the questions and staff for providing detailed responses to all the concerns. It is his opinion that the ceiling tiles could be repaired, and he asked that staff research a repair rather than removal and installation of a new sound abatement product. He supports additional research and information on the solar thermal system. He stated the Bainbridge Pool District will be retro fitting 2 facilities in summer 2012, and his research shows most area pools are going to solar heating. He feels there is a system that could be utilized that would not require a roof replacement.

Commissioner Duffie feels the reception area should be upgraded to create a more inviting area for pool users.

Commissioner Robertson commented that if the roof of the building will need to be replaced in the next 5 years, he suggested the plumbing for a future solar thermal system could be completed now during the facility upgrades, and a solar thermal system could be purchased at a later time.

Jacque Carroll, 16241 49th Avenue South, thanked Mr. Still for the details provided in response to the questions presented. She requested that project specifications be included in the next agenda packet for citizen review prior to the meeting.

Mr. Still clarified that project specifications will be developed prior to the project being advertised for bids. After the Board has approved the project to move forward, staff will work with McKinstry to develop the plans and specifications for the work to be completed according to the approved scope of work.

REPORTS

- a. Commissioners: There was no report.
- b. Staff Report to include:
 - Capital Improvement Program (CIP) Update
 - Operations
 - Facility Use Schedule
 - Legal Representation at MPD meetings. (CPAC initiative)
 - Meetings of MPDs from around the State
 - Future MPD Agendas

- c. Citizens Pool Advisory Committee Agendas and Minutes
- d. Long-Term Agenda
- e. Next meeting is May 14, 2012

Commissioner Ekberg thanked Mr. Still for the detailed information presented in the staff report relating to the meetings of MPDs around the state. He asked how the list of potential attendees was established.

Rick Still, Parks and Recreation Director, explained the Vancouver, WA MPD group was able to locate limited contact information for the area MPD's from the Municipal Research and Services Center (MRSC) website. Not all MPDs listed on the website provided contact information, so some did not receive notification of the meeting from the Vancouver MPD group. It was later determined that there are approximately 86 different Special Parks and Recreation Districts in Washington.

Mr. Still announced he received notification from Peggy McCarthy, MPD Treasurer, that the MPD will not be audited in 2012, and the Comprehensive Annual Financial Report (CAFR) will not be brought forward this year.

Commissioner Ekberg stated the review of the rental policy was scheduled for the April 9, 2012 meeting, and he asked if that item would move forward to another meeting.

Mr. Still explained the item was originally added in 2011 by a former Councilmember. The item was recently removed because staff thought there was no longer an interest to review the item. He stated if the Board would like to review the rental policy, it can be added to a future agenda.

After Board discussion there was consensus to have review of the pool rental policy placed on a future agenda.

ADJOURNMENT

7:42 p.m. MOVED BY ROBERTON, SECONDED BY HOUARDY THAT THE TUKWILA METROPOLITAN PARK DISTRICT MEETING BE ADJOURNED. MOTION CARRIED 6-0.



Verna Seal, President, Board of Commissioners



Melissa Hart, Deputy City Clerk