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## MINUTES

Master Capital Improvement Committee (MCIP) Meeting  
Fidalgo Pool and Fitness Center  
Tuesday, January 5, 2015, 5:00 p.m.  
The Public was invited.

### **CALL TO ORDER**

The meeting was called to order by Chair and Commissioner Jeremy McNett at 5:00 p.m.  
Committee Members Present: Commissioner Dave Way, Future Commissioner Mel Larsen, Executive Director Marilyn Stadler, Maintenance Manager John Little, Interim Aquatics Manager Carla Bigelow, Dr. Mick Donahue, Libby Grage, Sandy Hatfield, David Lervik, Keith Rubin, Christine Mathes

Public: Tom Conroy, Darby Brown, Leslie Ostlund, Margery Colony, Louise Brissey

### **CALL TO ORDER**

Chair McNett had the MCIP Committee members and the public attending the meeting introduce themselves before discussing the purpose of the committee.

### **COMMITTEE PURPOSE**

The Master Capital Improvement Plan Committee was appointed by the Commissioners of Fidalgo Pool and Fitness Center District on December 3, 2015. The duties of the Committee include:

1. Building a productive working relationship between the public, our patrons, the city of Anacortes and Skagit County to determine what major capital improvements and services Fidalgo Pool & Fitness Center (FPFC) must have to meet our community's needs now and for future generations to come.
2. Re-assessing what capital improvements are essential to keep the facility to remain operational and safe.
3. Bringing a much-needed perspective and approach in engaging the public, developing our plan and offering recommendations to the Board.
4. Engaging Community's support of the plan and its implementation after the MCIP is completed.
5. Sharing our results with Skagit County and the City of Anacortes to be placed in their comprehensive plans.

### **REVIEW HISTORY**

Marilyn Stadler reviewed the key elements of the history that sparked the appointment of the MCIP Committee. She referred to the history document that was in the Committee's packet. The history has some in-depth details on past efforts made by the District in assessing and addressing the public's needs at Fidalgo Pool and Fitness Center. It also included the facility's maintenance and operations requirements. Committee members asked for more specific information on the history that included the following:

- The 2007 bond requested by the District to upgrade the facility and add programming received 55% approval out of the 60% needed to pass. What has the District heard on why the bond didn't succeed?
  1. One of the committee members heard that some community members were concerned about the \$8 million cost. It wasn't explained well that the bond would have covered the renovation as well as the maintenance and levy operations for 20 years. The bond would have cost \$.14 per mill assessed property value that is essentially what the taxpayers are paying with the current maintenance and operations levy.
  2. The marketing of the plan and design was not explained well enough. Some changes proposed were incorrectly perceived by the public. For instance, the café in the plan was not a restaurant, but actually a table, six chairs and a microwave that would have split off the staff room from the first aid room where injuries are treated. People felt the "Lazy River" was solely for recreation and didn't understand that it is also used to help patrons recovering from walking problems from injuries and health issues, such as strokes. Others were not aware of the public input that helped develop the plan in the first place.
  3. There wasn't an emphasis on the building being built in the 1970's and the need for it to be modernized for the times.
  4. The bond election was a special election in August of 2007 that had a poor voter turnout. An increase in voter participation, better explanation of the project and adequate marketing concerning the benefit of the capital improvements could have resulted in a different outcome.

The Committee would like to:

- Review the documents related to the 2007 capital improvement plan and the bond preparation.
- Possibly develop a Master Capital Improvement Plan that has a tier approach to construction if it is decided to make improvements in steps would be better than an all at once process.
- Search for any possible grants to help with improvements through it is understood that grants in the past have been limited.
- Investigate different means to fund projects, such as a bond, capital campaign or other approach.
- Create a public input plan to encourage more participation from the community in the development of the MCIP and to build support for the capital improvements possibly proposed. The plan must aim to increase public involvement to determine what is needed, what is wanted and to gain support. The public input plan should include:
  1. Outreach from the Committee to the City of Anacortes, the Anacortes School District, Island Hospital, Anacortes Chamber of

Commerce, business owners, corporations, service clubs, and individual community members.

2. The Fidalgopool.com website should include a separate page on the website, similar to the city's comprehensive plan site, to share the Committee's documents and minutes with the community.
  3. Email blasts.
  4. Survey Monkey and handed out surveys.
  5. Open Houses.
  6. Mail notices to every voter household.
  7. Facebook.
  8. Newspaper articles and public service announcements.
  9. Focus groups
  10. Splash Newsletters
- Dr. Mick Donahue stated that we need a brief, paragraph-size statement explaining to the public why a MCIP for Fidalgo Pool and Fitness Center is imperative. The statement should include that the facility was built in 1975, has aged, needs modernized, and why it this is important to the community.
  - The Public Relations Committee of FPFC District does have a communication plan in place that was recently developed to improve outreach to the community. The Committee could use this document as a base for developing an MCIP public engagement plan.

### **REVIEW TIMELINE**

The timeline was briefly discussed by Chair McNett. He stated that this document is completely fluid because the Committee needs to first clarify an initial direction. The committee may also find during the process that the timeline may need to be adjusted. The document does currently show that public input is encouraged throughout the planning and implementation of the MCIP, and that it is estimated the whole process could take 18 to 24 months.

### **NEXT STEPS**

Executive Director Marilyn Stadler will:

- Share the documents related to the 2007 capital improvement and bond preparation to the Committee.
- Contact Fidalgo Pool and Fitness Center's website designer and begin the process to set up a separate section on the website for our MCIP plan documents.
- Share the Communication Plan that the Board's Public Relations Committee developed to improve community awareness and engagement.
- Ask the Committee to send her additional ideas to entice community engagement so it can be placed in our outreach plan.
- Make a list of all possible capital improvements that may be needed and that the Committee and public can refer to, update and prioritize; include the list of capital improvements from the 2007 bond efforts.
- Begin work on a survey that may be used to assess the community wants and needs at Fidalgo Pool and Fitness Center.

- Write a brief, paragraph-size statement explaining to the public why a MCIP for Fidalgo Pool and Fitness Center is imperative. The statement should include that the facility was built in 1975, has aged, needs modernized, and why this asset is important to the community.

The Committee will:

- Review the documents requested, the meeting minutes and other information sent before the next meeting for the MCIP.
- Email suggestions to Marilyn Stadler on increasing public engagement that can be placed in the MCIP public engagement plan.

### **PRELIMINARY MEETING SCHEDULE**

The Committee will table the preliminary meeting schedule until our direction is determined. In order to maintain the momentum of the group, the next meeting of the MCIP Committee will be Tuesday, January 19, 2016, 5 pm in the pool's conference room. Meetings will be no longer than 1 ½ hours and will be treated as Special Meetings of the Board of Commissioners after future Commissioner Mel Larsen takes his Oath of Office

The meetings are being published the same as regular and other special meetings of the Board of Commissioners. The public is also invited to the meetings. A quorum on actions will be five members if nine or less committee members are in attendance. Minutes will also need to be approved at the Board level since three Commissioners will on the committee.

### **ADJOURN**

The meeting was adjourned at 6:40 pm. The next schedule meeting of the Special Meeting of the Board of Commissioners – MCIP Committee will be Tuesday, January 19, 2016, 5 pm in the Pool's conference room.