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## MINUTES

Special Meeting of the Board of Commissioners  
Master Capital Improvement Plan (MCIP) Committee  
Fidalgo Pool and Fitness Center  
Tuesday, March 1, 2016, 5:00 p.m.  
The Public was invited.

### **CALL TO ORDER**

The meeting was called to order by Chair and Commissioner Jeremy McNett at 5:01 p.m.  
Committee Members Present: Commissioner Jeremy McNett, Commissioner Mel Larsen,  
Executive Director Marilyn Stadler, Maintenance Manager  
John Little, Aquatic & Fitness Manager Carla Bigelow, Dr. Mick  
Donahue, Christine Mathes, David Lervik, Libby Grage  
Committee Members Absent: Sandy Hatfield, Commissioner David Way, Keith Rubin  
Public: Tom Conroy

### **PUBLIC COMMENTS**

Tom Conroy stated that he would prefer to speak at the end of the meeting.

### **APPROVAL OF MINUTES**

The Special Meeting of the Board of Commissioners – MCIP Committee minutes of February 2, 2016 were reviewed by the Committee and Commissioners.

**MOTION:** A motion was made and seconded (BIGELOW/DONAHUE) that the committee members approve the minutes from the February 2, 2016 meeting. The motion passed unanimously.

**MOTION:** A motion could not be made, seconded and approved by the Commissioners since a quorum wasn't present. The minutes will be tabled until a quorum of Commissioners is present to vote on their acceptance.

### **CAPITAL IMPROVEMENT FACT SHEET**

- ***Outreach Contact List Update*** - Christine Mathes will continue her contact with Art Shotwell, who wrote an article on the Anacortes Now website about our committee. David Lervik will contact Leonard Johnson, Elizabeth Perron, Nate Scott, Keri Knapp, Duncan Frazier, Jack Hamilton and Pete Kovach. Mick Donahue will contact John Brierley of Fidalgo Living and see if an article can be written about the committee and survey.
- ***Summary of Presentations*** – Based on our contact list, many contacts were made, including service organizations, the Anacortes Chamber of Commerce, Island Hospital,

the Anacortes School District, the Mayor, City Council, City employees and Joan Pringle. The assigned committee member discussed the purpose of the MCIP committee, the survey and our continuous work.

- Vince Oliver, CEO of Island Hospital placed the link to our survey on the hospital intranet for employees to access.
- Stephanie Hamilton sent out an email to 796 chamber contacts to access the survey.
- Joan Pringle had an article in the Anacortes American about the MCIP and the survey link.
- The service organizations appear positive about having a survey completed.
- The Anacortes School District sent out an email to their contacts with the link to survey.
- Libby Grage is working on a presentation about the survey for City Council. The survey information will also be on channel 10.

### **SURVEY**

- **Response Update** – Approximately 500 individuals have taken the survey. We will remind individuals that the survey ends Wednesday, March 9, 2016.
- **Share with Public** - Marilyn Stadler will compile the survey results and share the document with a subcommittee that includes Jeremy McNett, Christine Mathes, Libby Grage and herself. The subcommittee will work on a survey result outreach plan that may include newspaper and internet articles, emails to our outreach contact list, our website, facebook, etc. They will also proof the survey document and publish it as soon as possible. The entire survey document will appear on the CMIP section of the fidalgopool.com website.
- The Committee decided that we need to add a crucial second step after the survey results are published, and before deciding on our progression forward. Two public workshops will be scheduled to invite the public to discuss the survey results. The workshops will include a discussion period, a tour of the facility and encouragement to add further comments. We will also ask the workshop attendees to use the pool within two weeks of the sessions to report after first hand-use any other issues that need to be addressed at Fidalgo Pool & Fitness Center.

### **CRUCIAL EVENTS & DATES**

- Survey ends Wednesday, March 9, 2016.
- The Survey Subcommittee will review compiled results, and plan to place the results on the website in two weeks after the survey closes.
- The results will be shared through other forms of media and verbal discussion.
- The MCIP Committee will meet on Tuesday, March 29, 5 p.m. to review the plan for the workshops.
- The first public workshop will be held on Saturday, April 16 with the second scheduled for Saturday, May 14, 2016. The time is to be determined. The workshops will be held in the group fitness room upstairs.

### **OTHER**

Libby Grage is researching how Fidalgo Pool & Fitness Center could be a part of the City's Comprehensive plan.

**PUBLIC COMMENTS**

Tom Conroy commented that he would like to see the survey remain opened. He encouraged us to engage as much public involvement as possible and share the entire results with the public once the survey is completed and compiled.

**ADJOURN**

**MOTION:** A motion was made and seconded (BIGELOW/LARSEN) to adjourn the meeting at 6:40 pm. The motion passed unanimously.

The next schedule meeting of the Special Meeting of the Board of Commissioners – MCIP Committee will be Tuesday, March 29, 2016, 5 pm in the Pool’s conference room.