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## MINUTES

Special Meeting of the Board of Commissioners  
Master Capital Improvement Plan Committee (MCIP)  
Fidalgo Pool and Fitness Center  
Tuesday, January 19, 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, Commissioner Mel Larsen,  
Executive Director Marilyn Stadler, Maintenance Manager  
John Little, Interim Aquatics Manager Carla Bigelow, Dr. Mick  
Donahue, Libby Grage, Sandy Hatfield, Keith Rubin, Christine  
Mathes

Committee Members Absent: David Lervik

Public: Tom Conroy, Marcia Books, Dixie Johnson, Ed Sprauer

### **CALL TO ORDER**

Chair McNett called the meeting to order at 5 pm.

### **APPROVAL OF MINUTES**

The Special Meeting of the Board of Commissioners – MCIP Committee minutes of January 5, 2106 were reviewed by the Committee and Commissioners.

**MOTION:** A motion was made and seconded (RUBIN/BIGELOW) that the committee members approve the minutes from the January 5, 2016 meeting. The motion passed unanimously.

**MOTION:** A motion was made and seconded (WAY/LARSON) that the commissioners approve the minutes from the January 5, 2016 meeting. The motion passed unanimously.

### **QUESTIONS ON 2007 BOND DOCUMENTS**

The committee members had a few questions and comments concerning the 2007 bond documents that were sent for their review before the meeting.

- The responses from the random samples were mostly from older adults. It could be that the survey length was too long for working couples with families to take the time to participate and/or the time of day the survey was conducted was not convenient for them.
- The consultant did extensive work on the survey and the other 2007 documents for the bond.
- The survey method was appropriate for the time period, but there are other ways to solicit more participation by using Survey Monkey, the Fidalgopool.com website, mailings, and in-house promotion.

- The original 2007 survey is ten years old, and we have continued to receive public comments concerning many capital improvements that were in the original survey. However, the committee believes we should blend elements of the old survey with newer requests and re-do the survey.

### **PUBLIC INPUT IDEAS**

Additional public input ideas from Libby Grage and David Way were discussed. Committee members added their suggestions to the list:

- Conduct a survey through Survey Monkey. This can be linked to our website. Hand written surveys from those that don't have internet or are uncomfortable with it, can be entered into Survey Monkey for them.
- Have open house(s)
  - We could have a "free" community day to attract people who might not normally attend the pool.
  - Business after hours.
  - Tours of the facility
- Meet with stakeholders, for example – Vince Oliver, Island Hospital, Mark Wenzel – Anacortes School District (AHS), Dan Worra – Port of Anacortes, Mayor Laurie Geer, Plant Managers of Shell and Tesoro Refineries, City Council, Port of Anacortes Commissioners, Athletic Director at AHS, Stephanie Hamilton – Anacortes Chamber of Commerce Executive Director and chamber board, service organizations, Economic Development Association of Skagit County, business owners, construction people, Anacortes American newspaper reporter etc. We need to make a comprehensive list and divide the stakeholders among the MCIP committee members for personal outreach. We will need a single-page fact sheet for all committee members to use.

### **How we need to get the word out that we are looking for input:**

- One-sheet information flyer with pool information, ways to give input including through website
- Surveys at front counter
- Stand-up board in front lobby with poster (including dates/times of open houses, etc.)
- Email to pool user distribution list
- Request to major pool users & other community organizations to send out email and posts on facebook, post flyers and posters with ways to give input (for example - link to survey, etc.) – hospital, medical/physical therapy clinics, school district, Chamber of Commerce, etc.
- See if we can have a Channel 10 slide show
- Presentations to City Council, Hospital Commission, School Board, etc.
- Advertise open house(s) on Hospital, John Scott, and other digital signs
- Mailings down the road – this is not necessarily for initial request for input; but we should consider a large mailing (like the school district did) once we have some concept plans drawn up and ideas more refined.
- Newspaper articles, press releases, clamdigger write-ups
- Contacts at the Anacortes School District would be able to help us model our public input plan after theirs.

## **CAPITAL IMPROVEMENT STATEMENT & LIST (FACT SHEET)**

David Way's statement will be used for the Capital Improvement Fact Sheet.

Fidalgo Pool & Fitness Center has provided wellness and recreational services for all age groups in our community for over 40 years. It is time to modernize and meet the growing health needs of the community while functioning in a safe and efficient manner. Over the years, patrons have expressed what capital improvements are needed. A Master Capital Improvement Planning Committee (MCIP) has been formed. Public and other stakeholder input is requested throughout the planning process.

Dr. Mick Donahue suggested that we might want to scale back some of the wording on the long list of things in the statement list, just the basics in bullet form. He also states that we need to remove anything that can be solved with the maintenance levy monies.

Sandy Hatfield suggested that we need a fact sheet explaining the difference between a bond and a levy. It should also explain what the levy pays for. Marilyn Stadler has a fact sheet already prepared with this information. It was used for the last general election for the Maintenance and Operations Levy.

## **SURVEY**

The Committee reviewed the first draft of a possible new survey.

- The new survey asked questions on items that appeared in the old 2007 survey.
- The committee wants to validate if the needs determined by the public at that time have changed and if a different floor plan is desired. Commissioner McNett stated that some recent work reconfigured the lobby, reception area, staff rooms and the Family/Private Changing rooms differently than what was in the original concept drawing.
- The survey needs to be shortened, and not include, "are you aware that Fidalgo Pool and Fitness Center offers the following aquatics/fitness programs and activities", levy & maintenance items and increased parking. The former item should be a separate one page document on our website and the latter will be addressed by the conditional use process if the project moves forward.
- More demographic information, such as the number of family members in the household, the range of ages, and the age of the survey participant should be added.
- The survey needs a different layout. It would be better to have titles on a list of related survey questions. For example, under Aquatics have the warmer water pool for young children and seniors, the resistant walking track and Physical Therapy Pool. Under Accessibility, Safety and Privacy have elevator to upstairs, connection to the Senior Activity Center, and Family/Private Changing Rooms. Under amenities, the steam room, sauna and Jacuzzi would appear.
- Sandy Hatfield stated that some patrons have expressed a need for an indoor walking track, better food and drink services, and increased recreational activities for teens and children. Vendor room rental opportunities should also be included.

## **NEXT STEPS**

Executive Director Marilyn Stadler will:

- Determine if the MB storage on the Fidalgopool.com website can be increased for the MCIP documents and public input information.

- Work with our website designer to change the Community Tab to MCIP and add different drop down menus to share meeting materials, information and other documents. This would be similar to the website the City of Anacortes has development to share the COA Comprehensive Plan.
- Add a public comment section, with time limit, on the agenda.
- Coordinate with Christine Mathes on a list of individuals of companies, corporation, school district, chamber, etc that the committee can approach about the MCIP process.
- Contact Marc Esvold to gain knowledge on how the Anacortes School District engaged the public in their capital improvement plan.
- Revise the statement and capital list into a one page fact sheet.
- Plan a tour of the facility in our next committee meeting.
- Work with Carla Bigelow on the survey.
- Place the “are you aware that Fidalgo Pool and Fitness Center offers the following aquatics/fitness programs and activities” information on the website.
- Share with the committee the information on the difference between a levy and bond, and what the levy pays for at the facility. This information has been circulated and is readily available to use however the committee best sees fit.

The Committee will:

- Review the documents requested, the meeting minutes and other information sent before the next meeting for the MCIP.
- Email suggestions or comments about the handout to Marilyn Stadler so she can prepare them in a document for next meeting.

**ADJOURN**

The meeting was adjourned at 6:36 pm. The next schedule meeting of the Special Meeting of the Board of Commissioners – MCIP Committee will be Tuesday, February 2, 2016, 5 pm in the Pool’s conference room.

# How is Fidalgo Pool & Fitness Funded?

The Fidalgo Pool and Fitness Center facility is supported through program fees and by a maintenance and operation levy.

## Did you know?

- It costs over one million dollars to operate Fidalgo Pool and Fitness Center each year.
- About \$600,000 of this comes from a maintenance and operation levy. Levy money is the tax that Fidalgo Island residents pay as a portion of their property tax and it is listed as Fidalgo Park and Recreation District on your tax statement. The levy covers maintenance and some administrative and operating expenses to keep the facility in a “state of readiness”.

A levy should not be confused with a bond. A levy pays for day-to-day operations, special projects and minor repairs. When you vote for a bond, it usually pays for large construction projects or major renovation costs. Maintenance and operations levies are presented to the voters every three – six years.

Fidalgo Pool also received rent revenue of \$10,200 and Interest and other income of approximately \$14,000 that is part of the levy portion of the budget.

Some of the levy budget expenses for 2015 included:

- o \$31,500 bank charges, communications, permits, etc
  - o \$37,000 insurance
  - o \$44,000 operating supplies such as pool chemicals
  - o \$25,000 is spent on routine repair and maintenance
  - o \$26,000 professional services
  - o \$102,000 for utilities and electricity.
  - o \$182,000 for maintenance salaries and benefit, some administrative costs
  - o \$171,000 for a special projects budget (in previous years, including new ceiling frames, a UV system, new chemical treatment system, two circulating pumps, aquatic filter replacement, etc.)
- Almost \$430,000 is projected to be collected from user and program fees, which will pay for program expenses and the Fitness Center loan:
    - o \$372,000 salaries and benefits for program staff and administrative overhead
    - o \$58,000 equipment, B&O taxes, operating supplies, license fees, and fitness center construction loan.
  - Most years there are extra expenses that can be quite costly, including boiler and electrical system repairs or safety issues that require immediate attention. Last year the balcony supports were discovered to be rusted through and were repaired at a cost of approximately \$8,000. It all adds up!



## CAPITAL IMPROVEMENT FACT SHEET

Fidalgo Pool & Fitness Center has provided wellness and recreational services for all age groups in our community for over 40 years. It is time to modernize and meet the growing health needs of the community while functioning in a safe and efficient manner. Over the years, patrons have expressed what capital improvements are needed. A Master Capital Improvement Planning Committee (MCIP) has been formed. Public and other stakeholder input is requested throughout the planning process. Here are some of the items we've already heard about:

AQUATICS	ACCESSIBILITY, SAFETY & PRIVACY
<ul style="list-style-type: none"> <li>• Warm water pool for young children and seniors</li> <li>• Resistant water track for those people who are recovering from walking problems and for swim recreational use</li> <li>• Physical Therapy Pool for rehabilitation</li> <li>• New water slide</li> </ul>	<ul style="list-style-type: none"> <li>• Elevator to upstairs fitness &amp; balcony</li> <li>• A drop-off area at the front entrance</li> <li>• Better physical connection with the Anacortes Activity Senior Center</li> <li>• Revision of the front desk and reception area to better accommodate patrons</li> <li>• Family/Private Changing Rooms</li> <li>• Personal Trainer &amp; Physical Therapy privacy rooms</li> </ul>
FITNESS	AMENITIES
<ul style="list-style-type: none"> <li>• Provide a child care facility with outdoor play area</li> <li>• Increase recreational activities for children &amp; teens</li> <li>• Indoor walking/running track</li> <li>• Sauna or steam room</li> <li>• Jacuzzi</li> </ul>	<ul style="list-style-type: none"> <li>• Expanded and updated locker rooms with efficient layout, more lockers, improved plumbing, better lighting, water saving showers, and other appropriate upgrades</li> <li>• Outdoor patio</li> <li>• Better drink and food service</li> <li>• New multi-purpose room for conference, vendor and party rentals</li> </ul>

**We need to hear from you!**

You can email us at [mcip@gmail.com](mailto:mcip@gmail.com) (in progress) or write a letter to:

MCIP Committee  
 Fidalgo Pool & Fitness Center  
 1603 22<sup>nd</sup> Street  
 Anacortes, WA 98221

For more information about the MCIP, access our website at [Fidalgopool.com](http://Fidalgopool.com), and peruse the Capital Plan (MCIP) web pages. Look for our upcoming survey on the web page!

February 2\_2016

**MCIP COMMITTEE COMMENTS**  
**February 2, 2016**

***Fact Sheet:***

Mel Larson: I feel that there needs to be a little something in the fact sheet that addresses the building and the need to update facility.

Libby Grage: Just one suggestion to the first paragraph - maybe we could add a few words to the sentence about the MCIP having been formed describing what it's been formed to accomplish (eg to create a plan to guide improvements over the next \_\_\_years)....?

## FPFC MCIP OUTREACH

<b>Anacortes Chamber of Commerce</b>		
<b>Contact</b>	<b>Entity</b>	<b>Committee Member</b>
Christ Long	Jolly Man Charters	
Brian Johnson	Anacortes Construction	
Nancy Dalton	Gateway Bed & Breakfast	
Karin Baldwin	Quantum Construction	
Patti Anderson	Williams & Nulle	
Bob and Barbara Atterberry	Bob's Crowder Bar	
Colleen Craig	Windermere Real Estate	
Cory Ertel	Shell Puget Sound Refinery	
Matt Gill	Tesoro	
Duane Knapp	Pearl Buttons	
Mary LaFleur	ALT Insurance	
Rob Mellish	Heritage Bank	
Jeff Pleet	Edward Jones	
Christ Terrell	How It Works	
Peter Whiting	Northwest Yachts	
Allen Workman	John L. Scott	
Stephanie Hamilton	Executive Director	
<b>Island Hospital</b>		
<b>Contact</b>	<b>Entity</b>	<b>Committee Member</b>
Vince Oliver	CEO	
Illima Shaw	Physical Therapy Director	
Dennis Richards	Island Hospital	
Lynne Lang	Commissioner	
Jan Iverson	Commissioner	
Paul Maughan	Commissioner	
Chip Bogosian	Commissioner	
William Tessler	Commissioner	
Robert Prins	Chief Medical Officer	
Jeannette Papadakis	Foundation Director	
<b>City of Anacortes</b>		
<b>Contact</b>	<b>Entity</b>	<b>Committee Member</b>
Laurie Geer	Mayor of Anacortes	
Ryan Walters	City Council	
Eric Johnson	City Council	
Matt Miller	City Council	
John Archibald	City Council	
Liz Lovelett	City Council	
Erica Picket	City Council	
Don Measamer	Director of Planning	
Michele Pope	Parks Foundation	
Gary Robinson	Parks Director	
Cynthia Richardson	Ex City of Anacortes Council	
<b>Port of Anacortes</b>		
<b>Contact</b>	<b>Entity</b>	<b>Committee Member</b>
Dan Worra	Executive Director	
John Pope	Commissioner	



## FPFC MCIP OUTREACH

Joe Verdoes	Commissioner	
Ray Niver	Commissioner	
Keith Rubin	Commissioner	
William Short	Commissioner	
<b>Anacortes School District</b>		
<b>Contact</b>	<b>Entity</b>	<b>Committee Member</b>
Mark Wenzel	Superintendent	
Art Shotwell	Foundation President	
<b>Real Estate</b>		
<b>Contact</b>	<b>Entity</b>	<b>Committee Member</b>
Leonard Johnson	American Dream	
Mitch Everton	John L. Scott	
Elizabeth Perron	Coldwell Banker	
Nate Scott	Windermere	
<b>Anacortes American Newspaper</b>		
<b>Contact</b>	<b>Entity</b>	<b>Committee Member</b>
Colette Weeks	Editor & General Manager	
Joan Pringle	Reporter	
<b>Service Organizations</b>		
<b>Contact</b>	<b>Entity</b>	<b>Committee Member</b>
Blair Estenson, President	Fidalgo Island Rotary Club	
Tom Griffin, President	Anacortes Noon Rotary Club	
John Quinn, President	Kiwanis Sunrisers	
Rick Johnson, President	Anacortes Noon Kiwanis	
Barbara Larson, President	Soroptimist International	
Ken Brown, Member	Anacortes Eagles	
Renate Yankacy, Member	Anacortes Lions	
<b>Economic Development Association of Skagit County</b>		
<b>Contact</b>	<b>Entity</b>	<b>Committee Member</b>
Mary Anstensen	President	
John Sternlicht	Executive Director	
Kate Bennett	Director of Leadership Skagit	
<b>Businesses, Churches &amp; Organizations</b>		
<b>Contact</b>	<b>Entity</b>	<b>Committee Member</b>
Sally Hill	Anacortes Activity Senior Center	
Keri Knapp	Anacortes Farmers Market	
Duncan Frazier	Anacortes Financial Associates	
Erik & Megan Schoor	Anacortes Kayak Tours	
Carla Derie	Anacortes Physical Therapy	
John Lovric	Anacortes Sister Cities	
Carol Van Iterson	Bank of Pacific	
Pat Barrett	Barrett Financial	
Erik Saunders	Basilica Wealth Management	
Steve Berentson	Berentson Public Relations	

## FPFC MCIP OUTREACH

Jack Hamilton	Cap Sante Retirement Community	
Pete Kovach	Chandler's Square	
Mike Nelson	Dakota Creek Industries	
Gary Thramer	Edward Jones	
Troy Kunz	Edward Jones	
Mark Esvold	AIA	
Mike Underwood	AIA - Underwood Associates	
Brooks Middleton	AIA	
Joe Waham	Evans	
Bob Evans	Evans	
Teresa Ronngrean	Fidalgo Rehab/Rosario Assisted Living	
Jim Rowe	San Juan Rehabilitation Center	
Russ Oliver	Majestic Inn	
Shirley Yap	Shell Puget Sound Refinery	
Paul Sherman	Sherman & Hanson Physical Therapy	
Nels Strandberg	Strandberg Constructions	
Erica John	Swinomish Casino & Lodge	
James Tangaro	Tesoro	
Tim Martinez	Trident	
Pastor Rich Feagin	United Methodist Church	

## **FIDALGO POOL & FITNESS CENTER MASTER CAPITAL IMPROVEMENT PLAN (MCIP) SURVEY**

Fidalgo Pool & Fitness Center has provided wellness and recreational services for all age groups in our community for over 40 years. It is time to modernize and meet the growing health needs of the community while functioning in a safe and efficient manner. Over the years, patrons have expressed what capital improvements are needed. A Master Capital Improvement Planning Committee (MCIP) has been formed. Public and other stakeholder input is requested throughout the planning process, including through this survey.

This survey has been developed by the MCIP Committee appointed by the District's Board of Commissioners and is available on Survey Monkey, through the website and at the front desk of Fidalgo Pool & Fitness Center, 1603 22<sup>nd</sup> Street, Anacortes, WA 98221.

Please take a few minutes to complete the survey to inform the MCIP Committee of your vision for Fidalgo Pool & Fitness Center and how it should meet the needs of our community.

### ***General Information***

1.	Are you a registered voter in Fidalgo Island and Anacortes?	Yes or No
2.	In what range is your age?	18-34 35-54 55-74 75+
3.	Have you or your family ever used Fidalgo Pool & Fitness Center?	Yes or No
4.	Number of members in your household	1 2 3 4 5 6+

### ***On a scale from 1 not important to 5 extremely important, what capital improvements would you like to see at Fidalgo Pool & Fitness Center?***

#### ***Aquatics***

5.	Warm water pool for young children and seniors	<i>Not important/Extremely Important</i> 1 2 3 4 5
6.	Resistant water track for those people who are recovering from walking problems and for swim recreational use	<i>Not important/Extremely Important</i> 1 2 3 4 5
7.	Physical Therapy Pool for rehabilitation	<i>Not important/Extremely Important</i> 1 2 3 4 5
8.	New water slide	<i>Not important/Extremely Important</i> 1 2 3 4 5

#### ***FITNESS***

9.	Provide a child care facility with outdoor play area	<i>Not important/Extremely Important</i> 1 2 3 4 5
10.	Increase recreational activities for children & teens	<i>Not important/Extremely Important</i> 1 2 3 4 5
11.	Indoor walking/running track	<i>Not important/Extremely Important</i> 1 2 3 4 5

12.	Sauna or steam room	<i>Not important/Extremely Important</i> 1 2 3 4 5
13.	Jacuzzi	<i>Not important/Extremely Important</i> 1 2 3 4 5

### **ACCESSIBILITY, SAFETY & PRIVACY**

14.	Elevator to upstairs fitness & balcony	<i>Not important/Extremely Important</i> 1 2 3 4 5
15.	A drop-off area at the front entrance	<i>Not important/Extremely Important</i> 1 2 3 4 5
16.	Better physical connection with the Anacortes Activity Senior Center	<i>Not important/Extremely Important</i> 1 2 3 4 5
17.	Revision of the front desk and reception area to better accommodate patrons	<i>Not important/Extremely Important</i> 1 2 3 4 5
18.	Family/Private Changing Rooms	<i>Not important/Extremely Important</i> 1 2 3 4 5
19.	Personal Trainer and Physical Therapy privacy rooms.	<i>Not important/Extremely Important</i> 1 2 3 4 5

### **AMENITIES**

21.	Expanded and updated locker rooms with efficient layout, increased number of lockers, improved plumbing, better lighting, improved water saving showers, and other appropriate upgrades	<i>Not important/Extremely Important</i> 1 2 3 4 5
22.	Outdoor Patio	<i>Not important/Extremely Important</i> 1 2 3 4 5
23.	Better drink and food service	<i>Not important/Extremely Important</i> 1 2 3 4 5
24.	New multi-purpose room for conference, vendor and party rentals and for staff training.	<i>Not important/Extremely Important</i> 1 2 3 4 5

***Are there any other items that you would like to see at Fidalgo Pool and Fitness Center?***

***Thank you for participating in our survey. For additional information about the Master Capital Improvement Plan Committee plan or this survey, please call Marilyn Stadler, Executive Director at 360-293-0673.***