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## **MINUTES**

Special Meeting of the Board of Commissioners  
Pool's Long Range Planning Committee  
Fidalgo Pool and Fitness Center  
Wednesday August 24, 2016, 5:00 p.m.  
The Public was invited.

### **CALL TO ORDER**

The meeting was called to order by Co-Chair Jeremy McNett at 5:00 p.m.  
Committee Members Present: Commissioner Mel Larsen, Executive Director Marilyn Stadler, Maintenance Manager John Little, Aquatic & Fitness Manager Carla Bigelow, Sandy Hatfield, Keith Rubin, Commissioner David Way, Libby Grage, and Christine Mathes  
Committee Members Absent: Dr. Mick Donahue, David Lervik  
Guests and Public: Pat Stephens, Butch Boles, Sandy Christophe, Mike Trafton, Mike Underwood, Joan Pringle

### **PUBLIC COMMENTS**

None

### **APPROVAL OF MINUTES**

The Special Board of Commissioners' minutes from the July 5, 2016 meeting were reviewed by the committee and the Commissioners.

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

**MOTION:** A motion was made and seconded (LARSEN/MCNETT) to have the Commissioners approve the minutes from the July 5, 2016 meeting. Commissioner Way abstained since he was not present at the last meeting. A quorum was not available.

### **ENERGY SAVINGS PERFORMANCE CONTRACTING**

Pat Stephens, Willdan Energy Solutions and Gerald (Butch) Boles, Washington State Department of Enterprise Services presented Energy Savings Performance Contracting and how the program could benefit Fidalgo Pool and Fitness Center District.

Willdan Energy Solutions (WES) provides a broad range of services that extend from marketing and engineering to program management and implementation of energy efficiency and water conservation programs. Their expertise covers energy and water efficiency hardware retrofits, commissioning and retro-commissioning, data centers, solar and renewable generation,

demonstrations of new technologies, energy efficiency education and outreach, sustainability strategy, and local government partnerships.

They provide full-service engineering and technical analysis to help commercial customers, government agencies, and utility companies across the U.S. reach their energy goals. Their service offerings are founded on their core competencies— energy auditing, benchmarking, engineering, energy modeling, commissioning, retro-commissioning, M&V—and customized to address their clients' specific needs. They deliver cost-effective, results-driven solutions that draw from the experience and talent of their nationally-recognized professionals.

Wildan can partner with an Energy Systems Engineer from the Washington State Department of Enterprise Services who can provide project management and grant opportunities to help facilities with financial expenses and ease of retro-fitting old systems to be more energy efficient.

The process begins with Wildan completing an energy audit of Fidalgo Pool's current systems, such as the HVAC unit, lighting, air conditioners, hot water systems, etc. They then provide recommendations to approve energy savings. The audit usually costs \$20,000 but is free if Fidalgo Pool begins implementing some of the recommended changes.

The State Department of Enterprise Services can be contracted through an interlocal agreement with us to be project manager for retro-fitting our systems based on Wildan's recommendations. There is a fee schedule for contracting the state to perform these duties for the District, but there are many advantages for contracting with them.

1. The District doesn't have to bid out the projects or use its small works roster since the state already has contractors approved to perform the energy savings work.
2. If there is a problem with a particular contractor, the state representative manages it.
3. The state representative monitors the work, and if Wildan's energy solutions do not represent the savings stated in the recommendation, Wildan must reimburse the District for the difference.
4. Wildan and the State Department of Enterprise Services can help to find grant money from the Washington Department of Commerce for Energy Savings Performance. Both parties also believe there might be grant money available from Puget Sound Energy and possibly through Cascades Natural Gas.

The Committee decided that Energy Savings Contracting should be considered with the architectural design services we are hiring. When candidates for the architectural work are interviewed, the interviewees will question them on their experience with this opportunity.

#### **REQUEST FOR QUALIFICATIONS (RFQ)**

- **RFQ** – ARC, CORE, ELM, KSL and ORB responded to our RFQ within the deadline.
- **Core Team Members** - Executive Director Stadler will facilitate Keith Rubin, Libby Grage and Christine Mathes on the process of proposals' matrix scoring. The group believes two candidates should be selected for interviews. The group is meeting to determine the results of scoring on August 31, 2016.

#### **OTHER**

Joan Pringle, Reporter for the Anacortes American had questions concerning the LRP Committee's progress our master plan. The Commissioners and Committee updated her on the progress year to date and immediate future steps.

### **NEXT STEPS**

- The Core Team Members will meet on August 31, 2016 to score candidates and select at least two firms for interviews.
- The committee wants Energy Savings Performance Contracting considered in the architectural design of facility renovations and construction.
- The Core Team Members will make an architect hiring recommendation to the Commissioners at their regular board meeting on October 4, 2016.
- Ms. Pinky Vegas may be helpful in determining what energy grants are available from Puget Sound Energy. This will need to be investigated as we move forward.

### **ADJOURN**

MOTION: A motion was made and seconded (MCNETT/WAY) to adjourn the meeting at 6:39 pm. The motion passed unanimously.

The next schedule meeting of the Special Meeting of the Board of Commissioners – Long Range Planning Committee is to be determined.