

**Approved Minutes of the March 13, 2018 Molalla Aquatic District Board Meeting, 6:30PM,
Molalla Aquatic Center, Molalla, Oregon**

1) Call to Order, Roll Call, Adjustments to Agenda

Chair Beck called the meeting to order at 6:36. Present were Board members: Teresa Steinbock, Marilyn Bloch, and Paula Beck. Absent were: Claire Ferlan (out of town) and Neal Lucht (ill, available by speaker-phone). Also present was Aquatic Director Melissa Georgesen. Adjustments to the agenda: 6.3 Discussion of Copier Quotes--added

2) Public Comment: none

3) Guests/Vendor Presentations

3.2 Hardware and Services—Donald Guyer, Compextech.com. Mr. Guyer answered questions regarding their March 3, 2018 quote for Workstations, Email, Website, and Security.

In advance of the meeting, board member Lucht asked if Compex's products had media capabilities. Mr. Guyer said yes, and that additional hardware may be needed.

3.1 Bratcher Paint:

Mr. Bratcher had surgery and was unable to attend, but chair Beck read Mr. Bratcher's email communication to Aquatic Director Melissa Georgesen of 2-28-18:

Melissa - I talked to both Ahern Lift Rental and Sherwin Williams, and let them know that we were running into budget issues on the project. They didn't offer much additional discount but they offered some, combined with a discount of our own, we have revised pricing for the Painting to \$ 19,995.00, That is the best that we can do on this project.

As mentioned today, we are not a residential painter we are only licensed and bonded to do commercial work, that gives us increased bonding capacity for commercial work and also provides higher insurance coverages, to protect customers such as Molalla Aquatics as the value of your building / project greatly exceeds the insurance and bonding capacity of your typical painting company.

Lastly her are some numbers for your boards consideration.

Equipment

For the equipment used during the cleaning and painting of the project we have included in our pricing a 45' electric boom lift that will fit into your building (specialty) and a 19' scissor lift for a month rental. The project may only take 2-3 weeks but once you have equipment on site for more than two and a half weeks the weekly rate equals the monthly rate and equipment companies will not pro-rate back. The combined cost that we have included in our proposals for this equipment is \$ 3,400.00 Which also included pick up and delivery fees and a cost of

\$ 250.00 to build a plywood road on the back side of the building to drive the boom lift on to get into the building. If the Aquatic Center wishes to pay for these items directly, you can deduct the above \$ 3,400.00 from our proposal price.

Material

On your project you have approximately 8,500 sq. ft. of CMU Surfaces that will be painted (plus some misc. metal). The High Performance Epoxy that we will be installing requires two coats at 100-150 sq. ft. per gallon on CMU. We took the higher of the spread rates... at 8500 sq. ft. divided by 150 sq. ft. spread rate we come up with 56 gallons per coat.

Multiplied by 2 coats we will use approximately 112 gallons of material on the interior painting of your Natatorium.

My cost for the material without mark up is \$ 56.00 per gallon for a total material cost for just the epoxy finish of \$ 6,272.00. You can easily add in another \$ 300.00 for masking supplies & patching materials. You can see we are easily at \$ 6,500.00 or more for material cost.

Note: if you do not install two coats of new finish over the existing coating,, it will fail in the years to come and you will have a costly repair to pay for. The reason you install two coats is that during the curing process of the epoxy off gases and under a microscope you can see tiny bubbles, the 2nd coat insures that there is a 100% overlap at the micro-level so your don't have harsh chemical and high humidity eating away at your wall surfaces. That's the quick/ easy way to explain it.

Labor

Our labor force is one of the best in the industry. Our guys are safety trained and certified to use the equipment, chemicals, and coatings for your project. We also proudly offer our employees and their families medical insurance. We will have a painting crew on site for approximately 7-10 days during the projects for a total of between 200 - 240 hours of estimated labor.

I think it's pretty easy to see where the cost come up on your project...There's no short cutting the cost if you want it done right.

Let me know if you need anything else. Hopefully we can perform the install on your project, if not we wish you well!

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Mike Bratcher,
Senior Project Manager,
Bratcher Painting, Inc.

Direct 971-267-6521

In order for discussion on accepting the Bratcher Paint quote to take place, Chair Beck informed the board that a motion to approve the quote was required to be made and seconded. Therefore:

A motion to accept Bratcher Paint's quote of \$27,845 for ceiling cleaning and painting of the Molalla Aquatic Center natatorium was made by Steinbock and seconded by Bloch.

In discussion, Bloch made two points of caution about accepting the Bratcher quote now: 1) Natatorium paint jobs have failed at Molalla Aquatic Center, in 2003, when first opening, and at Woodburn Pool in 2014, and both had to be re-done. Instead of rushing to do the painting before we open on March 31, a postponement until the September break to allow a good information-gathering process to ensure a long-lasting result would be prudent. 2) 2 widely divergent quotes are not enough for that scope of a job. She recently learned of the state service to solicit bids for government entities: ORPIN, the Oregon Procurement Information Network, where we could submit a request for quotes for a job to vendors from the whole state.

Chair Beck called Lucht to participate in the discussion and the previous points were reiterated. Lucht responded that that ORPIN requires us to take the lowest quote. Steinbock noted that Mr. Bratcher has recently sent us a lengthy list of natatoria they have painted and that she was now assured of the competence of the vendor.

Chair Beck called for the vote: Steinbock: yes, Lucht: yes, Beck: yes, Bloch: abstain; Motion passed.

4) Consent Calendar, Minutes

4.1 The Minutes of March 6, 2018 were approved as corrected: 6.3 “unanimously” spelling corrected; 9) Action Items: “Ferland to” spelling corrected, with a motion by Steinbock and a second by Bloch. Motion passed unanimously.

4.2 Resolution to approve Accounting Policies and Procedures: postponed until next week's meeting.

5) Old Business

5.1 Discussion of Personnel Policies and Procedures as edited by attorney: postponed until next week's meeting.

6) New Business

6.1 Discussion of Budget schedule, assignment of Budget Officer & review of applicants for Budget Committee.

Melissa Georgesen, Molalla Aquatic Director, was chosen as Budget Officer by consensus. Bloch presented a budget process schedule of Last Possible Dates for each budget step: Prepare proposed budget: 5-1-18; Publish 1st notice of BC meeting: 5-2-18/5-16-18; Publish second notice of BC meeting: same*; BC meeting, and subsequent meetings, if needed:

5-15-18/ 5-29-18; Publish notice of budget hearing: 5-30-18; Hold budget hearing:

6-12-18; Enact Resolution to adopt, etc. by: 6-26-18. * The 2-publishing-notice requirement is satisfied with 1 newspaper and 1 website publishing of notice.

There are no budget committee applications yet. Board members will look for volunteers. The deadline is 5-20-18. Aquatic Director Georgesen plans to finish the 2018-2019 proposed MAD budget by 5-31-

18.

6.2 Interview Schedule for new employees: Georgesen

Front desk interviews are Wed. at 11AM and Thurs. at 11:30AM. Bloch agreed to sit in. Spring break will be training for staff. The Employee Handbook will be presented at next week's meeting.

6.3 Copier acquisition: Steinbock

Pacific Automation and Copytronics quotes were discussed. It's cheaper to buy a machine at 5 years of use, than to rent it by the month and the Copytronics quote is cheaper. Board agreed to purchase the Copytronics machine.

7) Committee Reports and Updates

7.1 Progress Report on pool repair and refurbishment—Georgesen

* The landscaping is done. The sprinkler system needs repair. Donation of bark dust is requested; perhaps FOMP may be able to help.

* Window washing is postponed until after painting.

* Tile work is finished.

* Anderson Poolworks will be working here next week.

* Clackamas County Health Inspection is coming up.

* Alarms are installed. Each board member needs to provide a 4 digit code. The alarm permit is good until the end of the year. The fee is \$50 per year on file with the police dept.

The 9-camera system is in place, reporting to a hard drive.

* Locker room work is finished.

* Plumbing is done.

* Quotes for re-striping the parking lot are too high. Others will be solicited.

7.2 Assign committee re: Property Partitioning to work with Rick Gill—MRSD

Steinbock and Bloch agreed to meet with Rick Gill. Requested lines: west—a line running straight north of the driveway T and east—a straight north-south line a little east of the end of the parking lot.

7.3 Action Plan—Bloch (see above: 6.1)

8) Written Communication: Bloch

Letters from NW Natural, PGE, Columbia Bank, LGIP, 2 from SDAO.

9) Aquatic Director's Remarks: see above 7.1.

10) President's Remarks, Review Action Items, Review item for next meeting agenda.

President's remarks: The proposed MCC Wi-Fi sign needs to have both entries: the District and the Aquatic Center. Also the Molalla Aquatic Center's logo was discussed.

On the agenda next week will be the Grand Opening. FOMP will be contacted for requests for help with volunteers and refreshments.

11) For the Good of the District:

Bloch thanked Georgesen for the excellent interview she gave to the Molalla Pioneer for their article on the Molalla Aquatic Center update.

12) Upcoming Meetings

March 20, 2018 Molalla Aquatic District Board Meeting, 6:30PM

March 27, 2018 Molalla Aquatic District Board Meeting, 7:00PM.

13) Adjournment

The meeting was adjourned at 9:40PM.

Submitted, Marilyn Bloch, Molalla Aquatic District Board Secretary