

**COUNTRYSIDE PROPRIETARY**  
**FACILITIES COMMITTEE MEETING MINUTES**  
July 12, 2018

**1) CALL TO ORDER**

- a) Meeting Called to Order at 7:01 PM.
- b) Attendees: Andrade-Salgado, Barrie, Borda, Bour, Brock, Francke, Stracka (PMP), Petrin (Titan), Phillips (Titan), Perri (Titan); Freck (Waves)

**2) COMMITTEE ADMINISTRATION**

- a) Minutes of the June meeting approved unanimously.

**3) GUEST & RESIDENT PARTICIPATION**

- a) The FAC discussed a pool patron's concerns about activities at the Cromwell Pool. The pool patron was not in attendance at the FAC meeting.
- b) FAC discussed residents' concerns regarding the use of Cromwell Pool by the High-Kicks Academy; two residents and a High Kicks representative were present. High Kicks' adherence to CountrySide pool rules and regulations was confirmed. Specifically discussed were insurance, risk and liability, pool capacity versus numbers of lifeguards, and use of pools by outside entities. FAC will follow up on insurance and liability questions raised.
- c) Note: Since CountrySide's inception in 1981, the Facilities Committee (FAC) has a historical record of staffing twice as many guards as are required by Loudoun County regulations. Loudoun County requires one guard per 50 people in a pool. CountrySide policy requires 1 guard per 25 people in the pool. This is an example of how the FAC works to promote safety at our pools. The FAC will continue to be proactive and advocate for safety on behalf of our residents at our pools. Residents are encouraged to ask the FAC if you ever have a concern or a question about our policies.

**4) WAVES ISSUES**

- a) Courtney Freck provided an update on the Waves' activities. M. Borda requested that Waves and Ripples participants be reminded to clean up after themselves.
- b) Courtney reported an instance of insufficient chlorine levels in a pool. Titan confirmed that they have adjusted the schedule for chlorine deliveries to account for increased usage (likely due to recent high temperatures and increased pool usage).

**5) TITAN ISSUES**

- a) FAC held a lengthy discussion with Titan executive management on the unacceptable standard of pool operations thus far this season. Kelly Phillips of Titan has taken steps to improve Titan's performance, and she will continue to monitor the situation to ensure compliance with the terms of the CountrySide/Titan contract. CountrySide's FAC will continue to monitor and hold Titan accountable to the contract and our standards. Next year is the last option year of the current Titan contract. If Titan doesn't improve this

year, the FAC discussed the possibility of rebidding our pool management contract a year early.

- b) FAC informed Titan that the option of opening one pool/day for Monday-Friday operations after August 23<sup>rd</sup> is our preferred solution to the reduced staffing required after schools open; this aligns with our published 2018 pool operating schedule.
- c) We discussed the possibility of Titan staff closing the FunBrellas in the event of anticipated extreme weather; PMP staff and Titan will discuss further to resolve any practical/operational issues, and report back to FAC with recommendations.
- d) The monthly lifeguard bonus program will be suspended until performance issues have been resolved.

## **6) PROJECT LIST & BUDGET**

- a) FAC had no issues or questions regarding the 2018 Project List and Budget Proforma.
- b) Titan found and reported a new leak between the Parkway wading pool and the pump room. Based on the delay of the repair of the pool at Cromwell, the FAC has chosen to wait until the season is over to make the repairs.
- c) FAC voted to reimburse Pat Bour for her purchase of pool umbrellas at very favorable sale prices. (Thanks again, Pat!)
- d) FAC/PMP will refine the pool umbrella/base inventory; possible additional purchases to be discussed at future meetings.
- e) Due to weather delays, Puritan expects to begin work on the Cromwell wading pool the week of July 16. The repairs are expected to be completed in 1 week, once begun.
- f) Puritan reported that one of the four filters at Lindenwood Pool has developed a leak. Our CountrySide Reserve Study has the filters scheduled for replacement in 2019. For now Titan has patched the leaking filter to buy us time. PMP is soliciting bids for repairs to replace all four filters at Lindenwood plus an option to replace the filter for the wading pool.

## **7) OLD BUSINESS**

- a) Covers for electrical boxes around the pool perimeters: Adriana will forward details on her suggested planter solution; PMP will purchase one sample planter for a pilot adaptation, and report back to FAC on the results. Pending the outcome of the pilot project, replacement of the rest of the conduit covers will be deferred to the Fall.
- b) Further discussion regarding new amenities passes for children (ages 8-11 and over 12) deferred to a future meeting.

## 8) NEW BUSINESS

- a) FAC will conduct a mid-season pool inspection on Monday, July 16, 2018, and produce a list of items for PMP and Titan to address.
- b) FAC further discussed the use of CountrySide pools by outside groups (for-profit and non-profit). P. Francke will work with PMP on obtaining legal opinions regarding liability and insurance concerns raised by the FAC and residents.
- c) Several topics might need to be addressed in 2019 Pool Rules and Regulations, including: Should we require sponsors of guest passes to be over 18? Should we specify a minimum ratio of adult chaperones to children under 12? Should that vary for swimmer vs non-swimmer patrons?
- d) A suggestion was made that the unclaimed contents of each pool's "Lost & Found" should be donated to charities or other worthy causes at month-end, versus season-end (since items like wet towels do not store well). Before implementing this policy change, we would post notices on the website or at the pool, advising pool patrons of the month-end deadline for claiming lost items.
- e) M. Stracka suggested creating pre-season and post-season checklists incorporating our lessons learned for both materiel and operations with the pool management company
- f) D. Brock will send copies of the lifeguard test questions to Kelly Phillips so she can test the Titan lifeguards' knowledge of CountrySide Pool Rules and Regulations.

## 9) ADJOURN

- a) Meeting Adjourned at 10:18 PM.
- b) Next FAC meeting scheduled for 7:00 PM, Thursday, **August 9, 2018** at the **Parkway meeting room**.