

COUNTRYSIDE PROPRIETARY
FACILITIES COMMITTEE MEETING MINUTES
September 12, 2024

1) CALL TO ORDER

- a) Meeting Called to Order via GoToMeeting at 7:04 PM.
- b) Attendees: Penny Francke (Chair), Pat Bour (Rokeby), Amanda Boone (Oakridge), Tommy Jackson (Belmont), Scott Simon (Foxfield), Tim Pope (PMP), American Pools Rep (Neely).
- c) Absent: Tres Bassett (Morven)

2) COMMITTEE ADMINISTRATION

- a) Amanda moved to approve the agenda as written; Pat seconded. Approved unanimously by those present.
- b) Pat moved to approve the August 15, 2024 Meeting Minutes; Amanda seconded. Approved unanimously by those present.

3) GUEST & RESIDENT PARTICIPATION

- a) None.

4) POOL ISSUES

- a) American Pools: Neely explained that the reason the second lifeguard never showed up at Saturday's Doggie Swim Day event was because the guard originally scheduled experienced a family emergency, and AP's attempts to find a second guard who could report before the three-hour event concluded were unsuccessful. Neely will convey our frustration with the staffing shortage, and with AP's failure to turn off the pumps as promised, to AP's management. Penny also asked Neely to pass along our request to have someone in Contract Administration review "standard" proposal pushes from American Pools to CountrySide, so that we don't get superfluous proposals for services that are already included in our contract.
- b) Tim confirmed that AP has started winterization procedures this week. The FAC discussed AP's proposal that motors at the pools should be removed and stored inside elsewhere, but since we haven't done this in the past, we didn't think it was necessary. Tim confirmed that PMP places space heaters in the pump room in the case of extreme temperatures. Tommy suggested that AP's "Package B" that provides for pump servicing might be worthwhile; Tim will get competitive quotes for comparison. Tommy said Virginia Pump in Alexandria might be a good contact for a quote.
 - i) The post-season pool inspection/walk-through by FAC is scheduled for **Monday, September 23rd at 5:30 PM**. All who can attend should meet at Cromwell Pool then.
- c) Tim presented FAC with a report on repairs at all three pools; he will distribute the report once he has added cost data.
- d) Doggie Swim Day was a success, with about 87 residents checked in on Saturday, September 7th. Many thanks to Amanda and Alicia for staffing the event!

5) WAVES ISSUES

- a) None present

6) PROJECT LIST & BUDGET

- a) 2024 Project List was reviewed; Tim had reclassified the Tot Lot work as a Reserve expense.
- b) Monthly Financial Report was reviewed. Tim will check on whether several entries were incorrectly carried over from 2023 (e.g., Kubota, Cromwell diving board, Lindenwood water slide, etc.)

7) OLD BUSINESS

- a) None at this time

8) NEW BUSINESS

- a) 2025 Budget Submissions: The Committee briefly discussed ADA retrofits for bathroom stalls; we had found indications online that a 60-inch minimum width and depth was required, and Tommy advised that a 360-degree wheelchair turn should be possible inside the stall. Tim will be providing additional costing information as he gets it. FAC was asked to submit its ratings by October 1st.

9) INFORMATIONAL ITEMS

- a) Tot Lot Replacements work is scheduled to begin week of 9/23/24.
- b) The Cromwell Shade Structures installation is scheduled to begin week of 9/23/24.
- c) The Parkway Pool Covers have been installed! Tim will forward pictures to the FAC.

10) ADJOURN

- a) Amanda moved the meeting be adjourned; Pat seconded. Approved unanimously by those present. Meeting Adjourned at 8:17 PM. Next regular FAC meeting is scheduled to be conducted remotely at **7:00 PM on Thursday, October 10, 2024.**