

**LAKE RIDGE PARKS & RECREATION ASSOCIATION, INC.**

**Special Meeting of the Board of Directors**

**Pool Operations**

**June 24, 2020**

**7:00 p.m.**

**Tall Oaks Community Center and virtually via ZOOM**

**AGENDA**

- I. Open Meeting**
- II. Executive Session**
- III. Open Forum**
- IV. COVID-19 Addendum to Community Center Contract**
- V. 2020 Summer Pool Operation Decision**
- VI. Open Forum**
- VII. Adjournment**

\* Please contact, Doug Milburn, Director of Administration at [DMilburn@lakeridgeva.com](mailto:DMilburn@lakeridgeva.com) by 4pm (EST), Wednesday, June 24th to participate virtually\*

# POOL OPENING GUIDELINES

---

*June 24, 2020*

# OVERVIEW

- Opening Capacity
- Sign-Up Schedule
- Pool Admittance
- Cleaning & Compliance
- Phase III Plan
- Potential Obstacles
- Comments

# Opening Capacity

- We will start by opening **Ridgewood Pool**, followed by **Canterbury Woods** after 1 week.
- **No guests** will be allowed.
- The first pool opening will be fitness focused with **lap lanes only** available for community use, not family or recreational use. We recommend **1 swimmer per lane** to open, allowing for **48 swimmers per day/pool**.
- The second pool opening will allow up to **3 swimmers** from the same household can utilize a lane, allowing for **144 swimmers per day/pool**.

# Sign-Up Schedule

- Pool(s) will be open from **11am - 8pm** every day, week days and weekends.
- Each Member (no guests) must pre-register for a **1-hour session** (1 per resident, per day) via SignUp Genius between **9am – 2pm** the day prior. Residents will provide their name, contact information and property address. A **30-minute cleaning** will be factored in between sessions.

<i>Session 1</i>	11:00 – 12:00	<i>Session 4</i>	3:30 – 4:30
<i>Session 2</i>	12:30 – 1:30	<i>Session 5</i>	5:00 – 6:00
<i>Session 3</i>	2:00 – 3:00	<i>Session 6</i>	6:30 – 7:30

- The Recreation Department will confirm reservations via email after checking whether each requestor is in **good standing** with LRPRA (zero assessment account balance and no unresolved property violations).

# Sign-Up Schedule (cont.)



Help us thank our heroes.

[Learn More](#)



**ROCKET**  
Mortgage  
by Quicken Loans



**ROCK**  
Family of Companies



## LRPRA Pool Sign-UP Draft

Please review the available slots below and click on the button to sign up.

The sign up will close at 3:00 pm every day for the following day's swim slots. Please limit yourself to one time slot per day. Multiple time slots will be deleted and void. A confirmation email will be sent to you by 8 p.m. to confirm your slot for the following day. Arrive at Ridgewood Pool during the time specified. Early entries will not be granted.

Thank you!

Date: 06/22/2020 (Mon.)

Created by:  Amanda Ahmadi 

Time (EDT)	Available Slot
9:00am - 10:00am	Available Lane (8) <a href="#">Sign Up</a>
10:30am - 11:30am	Available Lane (8) <a href="#">Sign Up</a>
12:00pm - 1:00pm	Available Lane (8) <a href="#">Sign Up</a>
1:30pm - 2:30pm	Available Lane (8) <a href="#">Sign Up</a>
3:00pm - 4:00pm	Available Lane (8) <a href="#">Sign Up</a>
4:30pm - 5:30pm	Available Lane (8) <a href="#">Sign Up</a>

[← Back to LRPRA Pool Sign-UP Draft](#)

## Sign Me Up

Sign me up for:

Available Slot	Date (mm/dd/yyyy - EDT)	My Comment	Quantity
Available Lane	Mon., 06/22/2020 9:00am - 10:00am	<input type="text"/>	1

Name

Email

[Already have a SignUpGenius account? Login](#)

Address 1

Address 2 (Optional)

City

State/Zip Code

Country (Optional)

Phone

By signing up, you agree to the SignUpGenius [Terms of Service](#) and [Privacy Policy](#).

# Pool Admittance

- Household adult (18+) will be required to sign a **waiver**, to include a hold harmless agreement, CDC recommendations for vulnerable populations, and free of COVID symptoms agreement.
- Each patron must show a membership card.
- Each patron must comply with a **COVID screening** (temperature check or questionnaire).
- Use of bathhouse will be for emergency only. There will be **no changing** on premises; bathing suits will be worn in and out.
- Patrons will enter through outside **gate**, with a one-way traffic plan to come.
- Patrons will be required to wear **face coverings** when not in water.

# Cleaning & Compliance

- The Association will be **responsible** for all COVID-19 compliance (in and outside of the pool), to include enforcement of *social distancing* and *cleaning* of pool surfaces. This will require **additional hires** separate from lifeguards, with at least 1 full-time attendant (Mon-Thu) and 1 part-time attendant (Fri-Sun) for each pool.
- Lifeguards will be required to wear face coverings when not on chair or cleaning with social distancing.
- No pool deck furniture will be provided, leaving less surfaces to clean.

# *PHASE III PLAN*

- Possible opening of additional pools for exercise classes
- May designate up to 8 zones per pool for families; free swim allowed, provided 10 feet of physical distance is maintained between family members
- Families may bring their own folding chairs possible sunbathing, while maintaining social distancing

# POTENTIAL OBSTACLES

- **Limited Usage for Community** – It will be difficult to ensure equal usage for those without access to technology and with the limited time slots each day; A max capacity of only 48-144 patrons per day/pool using lap lanes during Phase II and the limited 8 zones for families during Phase III may not meet the community needs/desires of 30,000 Lake Ridge residents.
- **Compliance Attendants Required** – Lake Ridge must hire our own attendants to enforce COVID-19 compliance at the pools, to include *social distancing* and *cleaning* throughout the day; lifeguards not responsible, will only assist with cleaning during designated 30-minute time between sessions. Come August, pools will be difficult to staff as school preparation begins.
- **Lifeguard Rescue Risk Liability** – Lifeguards will be put in compromising contact situations in rescue efforts; unable to maintain social distancing (CPR, etc.).
- **Enforcement of Waiver Age Requirement** – The Association will be responsible for the age requirement to sign the waiver for admittance to the pools.
- **Social Distancing vs. Percentage Capacity** – Even though Phase II allows 3 swimmers per lap lane, this is difficult to enforce social distancing and fitness focus for initial opening. We recommend emphasis on 10 foot social distancing rather than percentage capacities for each pool.
- **Staff Time** – Additional pool registration/homeowner check processes will take a significant amount of staff time and energy to develop and maintain for limited pool usage.

# COMMENTS

- At the earliest, we recommend an opening date of **July 1**.
- We recommend that if a decision is made to open pools, we open for *7-day* period and allow a *1-2 day period* to adjust and fix any unforeseen circumstances that will likely arise, as well as prepare for the second pool opening.
- It is important to set community expectations that pools will not operate as normal or run at full capacity this summer.

**Lake Ridge Parks and Recreation Association, Inc.**  
**Special Board Meeting - Decision Worksheet**  
**June 24, 2020**

**Summary:**

Over the last 12 weeks management and the board has been working diligently towards opening our five pools and one spray park. All pools and Spray Park are physically ready to open. In response to the Covid-19 Pandemic, Governor Ralph Northam has implemented various executive orders restricting the use of pools and spray parks. Phase 1 and 2 provided some relief from pool restrictions in Virginia (lap swimming). Phase 3 which has not yet gone into effect for PWC will further expand pool usage. The Board held a Town Hall listening session for owner and resident feedback on June 17<sup>th</sup>.

The added safety and sanitizing requirements imposed by Virginia and Prince William County will cost additional funds. We are recommending opening two pools, in hopeful expectation that there might be sufficient savings from not opening the other three pools (Oakwood, Edgewood, Tall Oaks) and one spray park to break-even on the added expense of maintaining two pools (Ridgewood and Canterbury). The lifeguards are continuing their training. Premier Aquatics has indicated they can staff 2 pools starting on July 1<sup>st</sup> (*Note: Due to federal visa restrictions pool companies are relying on domestic lifeguards some of which may not be available when they return to college in mid-August*).

Our USI Insurance Broker Theresa Melson has indicated that she has not been able to get a confirmation from our insurance carrier as to whether LRPRA is covered if we get sued due to Covid-19 at the pools. MercerTrigiani Attorney, Mike Zupan has stated the odds of a successful suit are relatively low. Furthermore, waivers are not as useful due to a VA Supreme Court decision that holds it is against public policy to waive negligence before an injury occurs. However, this means that LRPRA and our homeowners would be self-insuring both from the point of defending this suit and potentially paying out on a loss if a pool related Covid-19 lawsuit arose.

**Budget Consideration:**

Estimated cost of opening two pools (Ridgewood and Canterbury) in compliance with the Virginia Governor's Executive Orders:

Cleaning Service	\$252/pool/day = \$7,812 x 2 months = \$15,624 x 2 pools = \$31,248
Compliance Monitors	\$252/pool/day = \$7,812 x 2 months = \$15,624 x 2 pools = \$31,248
PPE & Hand Sanitizers	\$60/pool/week = \$240 x 2 months = \$480 x 2 pools = \$960
Lifeguard Protective Gear	\$100/person = \$200 x 2 months = \$400 x 2 pools = \$800

*Estimate cost of opening two pools in compliance with the Governor's Executive Order = \$64,256*

The above estimate is based on both pools being open from 11AM – 8PM.

The board should appreciate that management believes we can provide adequate staffing to open Ridgewood Pool starting July 1st. However, we are uncomfortable with promising that Canterbury Pool can also be opened with the necessary cleaning service and compliance monitors until possibly a later date.

**Suggested Motion:**

“Motion to authorize LRPA management to open Ridgewood Pool on Wednesday, July 1, 2020 followed on July 7<sup>th</sup> with Canterbury Pool with appropriate life guards, compliance monitors and safety precautions in compliance with Virginia Governor Northam’s Executive Orders, Phase 1, Phase 2 and if and when allowable Phase 3.”

Motion:

Second:

**Vote:**

	In Favor	Opposed	Abstained	Absent
Janet Foote – President				
Michael Butler – Vice President				
Brent Barnwell – Treasurer				
Tina Herndon - Secretary				
Christopher Berry				
Jason Devers				
Jean Lohier				
Michael Stephens				
Ronald Yoho				