

**Aquatics Committee (AC) Meeting**  
**Virtual via MS Teams**  
**September 15, 2020**  
**Time: 7:00-9:00 PM**  
**AGENDA with NOTES**

Call to order at 7:02pm (meeting is being recorded).

**Attendees**

Members: Cynthia Hilton, Carla Fletcher, Guy Land, Howard Seamens, Jennifer Connor, Kristi Sawert, Ron Kampeas, Trish Madden

Absent: MacKenzie Kearney

School Board Member: Tannia Talento

Staff: Helena Machado and Maija Paegle

Visitors: 5 guests in Microsoft Teams

**I. Welcome, Minutes & Updates**

- Approval of August 18, 2020 minutes -- Minutes for meeting held on August 18, 2020 were presented and approved as submitted.
- Welcome to Tannia Talento, School Board Member – Cynthia introduced Tannia as a key supporter on fair fee reforms. She is officially the Committee’s school board liaison and an amazing advocate. Tannia introduced herself; she is excited to be part of the AC and will attend as many meetings as possible and report back to the School Board. Tannia will give school board updates to the AC. In October, there will be a budget update. It is up to the committee to determine what they want Tannia to focus on. She offered to communicate CIP work and budget information, which is important to the AC’s workplan. She will share the AC’s priorities and concerns with school board members.
- Welcome to New Committee Members – Trish Madden & Jennifer Connor – Jennifer was able to speak and mentioned she and her family are avid pool attendees. She is happy to be part of the AC and usually swims at Wakefield.  
Vacancies & Committee Leadership – David Pilch moved to Fairfax so his County Board-appointed spot is vacant. There will be four School Board vacancies by December 1, including Cynthia’s term as chair. Per AC’s Charter, the AC elects a chair and vice chair and submits those names to the County and School Boards for ratification. A motion was made and seconded to elect Howard as chair and Kristi as vice chair for the DEC 2020-NOV 2022 term, and that Kristi be reappointed to her third 2-year term. The vote was unanimous in favor. Cynthia will send a letter to the Committee’s Board liaisons to request action on these positions.

II. Public Comment(s) – There were no public comments.

III(a). SY 2019-20 Workplan – Closing Report: The AC workplan follows the school year calendar. Because of COVID, there was no chance to review the final status of last year’s workplan.

- a. Sports Commission/AC Relationship: The AC informally addressed this issue by reverting to the “Doug Ross” practice of sending correspondence direct to the Boards, with a cc to the SC (to keep the SC informed). The Committee also acted on non-pool issues like MS swim team and HS rowing.
- b. FY 2021 Budget/O&M Cost-Recovery: The Committee succeeded in our goals for fee equity and a plan toward full O&M cost-recovery.

- c. Department of Parks & Recreation (DPR)/Arlington Public Schools (APS) Memorandum of Agreement (MOA) Revision: This has been on hold since the pandemic delayed the opening of the Long Bridge Park (LBP) aquatics center.
- d. Ed Center Pool Parking/Meters-Civitan: DES plans to remove parking spaces on the east side of the WL campus has been delayed to determine what the packing demand is after the Ed Center opens in September 2021. No spots will be removed until spring of 2022. APS supports retaining the spaces.
- e. Career Center Building Level Planning Committee/Public Facilities Review Committee (BLPC/PFRC): APS supported the AC's recommendation for a 4<sup>th</sup> pool at the CC site. The entire project is on hold due to projected cost overruns resulting from accommodations determined necessary that were not part of the original specification and revenue loss from COVID. This project will be re-looked at in the future.

III(b). SY 2020-21 Workplan – Proposed: The AC's proposed SY 2020-21 Workplan focuses on four priorities.

- a. Charter Update – Rewrite the AC charter to reflect the Committee's views of how it would like to serve the swimmers of the county. The AC's position has been to represent all aquatic issues in the county and make recommendations to the Boards as required. Approval of a rewrite will depend on action by the Boards.
- b. Board Swimming Pool Policies/MOA Revision – Kudos to Tannia for leadership to systemizing policy review and updates. Updating school board policies is a high priority. An update of the School Board policy on swimming pools is scheduled to be completed by June. APS staff will recommend moving the due date up to the 1<sup>st</sup> quarter of 2021. AC will review the School Board policy and the County Board policy (when available) to be consistent with the Committee's vision of what we want aquatics to be in the County. Cynthia requested volunteers for a working group to do the initial drafting on pool policy revisions – School Board Policy Revision (M-15 & APS Policy Implementation Plan M-15-1); County Board Policy Drafting; and MOA Revision. Kristi, Trish, and Cynthia volunteered.
- c. FY 2022 Budget/Capital Improvement Plan (CIP) – AC will review and comment as necessary when these proposals are released by the County and APS.
- d. Continuous Process Improvement (CPI)—Howard acknowledged the work Helena has been engaged in to look for ongoing program improvement. The AC should activity support CPI. The AC should be advocating for customer-defined quality.

III(c). SY 2020-21 Workplan – Monitoring: The AC will monitor the following:

- a. Ed Center Pool Parking
- b. Career Center BLPC/PFRC
- c. COVID Developments Impacting Pools
- d. Opening of LBP Aquatics Facility

A motion was made and seconded to adopt the SY 2020-21 proposed Workplan, including items to be monitored. The motion carried with all in favor.

#### IV. Pool Operations & Maintenance – Helena Machado

- a. Phase III Update

Wakefield (WHS) Update: Hoping to be able to announce the reopening of WHS in next couple of days. Reopening has been delayed due repairs and workforce issues. All pools are experiencing new challenges with staffing and lifeguards who are back in school. Must balance staffing levels versus customer expectations for service. Still, cannot train new lifeguards due to COVID safety concerns. Must work with previously trained staff. Cannot use outdoor pool staff yet, as these pools are still open. Hoping to do some recruitment. Helena is ready to take the stand if needed!

Guy—What is the issue on training the new guards? Helena: Life guarding requires close contact in the water, not able to do the in-water skills properly with 10 ft separation distance required. Looking at a new

mannequin just release by Canadian and US coast guard to use for life-guard skills training (\$1500/mannequin). Training is only one on one, disinfecting of the mannequin, looking into this to have new staff for fall. Staff members' certifications are expiring.

Family swim pods began in early August; only weekends, filling up. Sunday afternoon swim pod sessions for children with special needs and their families have been scheduled; families very thankful to have this. Evaluating the need to see about scheduling family pods at Wakefield. Community Partners (renters) will be starting in the pools: AAC and York Swim got back in on Monday (partnerships for 30 years), Flipping Twisters back in the pools next week, Norman Swim will begin in October, NoVa Synchro will start at WHS this week. Staff is working to offer opportunities for all levels of children while not taking away time for others.

Numbers going up in terms of reservations. Summer pools are closing – people want to know how to get a membership, what the protocol is, etc. Helena wants to continue positive outcomes at the pools.

Pool operating costs (before COVID) were estimated at \$5.15 per splash (fees are based on this). The cost-splash for the 1<sup>st</sup> week of reopening was: \$14.15/splash. Things are getting better as user numbers go up, now averaging \$7.52/splash. The new School Board policy on admission fees is proving its value. All patrons are paying. School year and 30-day membership options have been added. Reactivating memberships has given rise to a problem that people book and don't show. Registrations have proved helpful for Public Health Department contact tracing. The pools will do whatever needed because of the importance of contact tracing and the need stick to the rules to reduce the risks.

Cynthia: Capacity chart? What is the capacity of the pools, attendance relative to capacity? Helena will recalculate the capacity, day by day and pool by pool. Currently Helena inputs rosters for each group and books them. It is a mammoth process. Rosters with kids' names need to be correct. She is finishing this process then will work on capacity data.

AAC/Rentals: Are these users coming at different times from community swimmers?

York is at YHS during early-bird. Public swim resumes at 7:45am. Closed for midday. York is coming an hour earlier than normal – group cut in half. AAC is at WL starting at 3:15pm (earlier than normal) and starting earlier at Wakefield. All groups are similar to their previous schedules; morning swims are varied.

Guy – Same capacity? Helena: Public swim is 2 swimmers per lane and team swim is limited to 3 swimmers per lane (per health department and USA Swimming protocol).

Trish – VDH said it is ok for 3 swimmers/lane for phase II, phase 3 allows more than 3 swimmers per lane. Trish spoke with Olivia McCormick – lane capacity and overall capacity are two different things; 3 swimmers per lane but the building capacity can be different. Helena – Some places are doing it differently; space limitations in locker room; this is what Arlington is comfortable with; Trish will send an email with the 5 swimmers per lane – Helena can contact Olivia.

Trish – Contact at VHD said it is ok to ask a group COVID questions ahead of times on an app and that temperature checks are not needed. Kevin—Reporting on swim team COVID check in: Younger kids take longer to check in. Still, 36 swimmers were cleared in 14 minutes. Check in for all swimmers occurs 15 minutes before practice begins. Cynthia – Adhering to the protocol of individual check ins has the benefit of spreading out swimmers in the locker rooms as required for social distancing. Helena – VDH provides guidelines, school provides guidelines, APS: It is an APS/superintendent decision to take the temperature; the Arlington Public Health guidelines are based on Arlington Public Health Department. Helena wants the pools to stay open and operate safely so there is a lot of diligence on these matters.

V. DPR Programs/LBP Update – Maija Paegle

As of now, no recreational classes until APS has in-person school for children. AAC started this week with its three highest level groups at WL and hoping to start Sunday with two other groups with WHS. At the October 13 meeting, Jolene Noel, the Long Bridge Aquatics & Fitness Center General Manager, will join to give a presentation on Long Bridge with updates on construction, timelines, plans, and photos.

Howard – Questions on DPR policies for pools. Staff – A new MOU was drafted in 2009 between the DPR and APS; APS has the formal pool policies. DPR does not have specific swimming pool policies at this time. Expect policy with the opening of LBP.

#### VI. Sports Commission Update – Kristi Sawert

Meetings were held both in July and August. DPR provided general update and COVID response. Lubber Run & LBP openings planned for July 2021; FY 2021 funding was removed from operating budget. Asked why the spray pads did not get opened? Spas and Splashpads could not open under Phase III, per governor's office restrictions. The Sports Commission took a field trip to Lubber Run; the outdoor facilities of Lubber Run are now open.

#### VII. Old Business

##### a. APS Policy Revisions Updates – Cynthia Hilton

School Board Policy Review Schedule: The School Board encourages feedback on policies.

b. F-1 & F-5.7 Policies and F-5.7-1 PIP Review: The deadline for reviewing and commenting on these policies/PIP is the end of this month. Cynthia made a recommendation that the AC support adding text to include aquatic facilities in the policy, given the Ed spec for swimming. Howard had questions. Helena clarified that these policies/PIP covered all APS school construction. Kristi stated that reference to aquatics is needed to ensure that pool advocates have a place at the table during the entire PFRC/BLPC process. A motion was made and seconded that PIP F-5.7.1 be amended to specifically include "aquatics facilities" in two places as a type of facility that should be considered when looking at APS school construction needs. The motion carried unanimously. Cynthia will draft a letter to the School Board and submit the recommendation by the deadline.

#### VIII. New Business

No new business. Tannia expressed appreciation for the detailed approach taken by the committee. She will inform the School Board moving forward.

a. Next Meeting – TUES, OCT 13, 2020, 7-9pm, Microsoft Teams format.

IX. Adjourn – A motion was made and seconded to adjourn the meeting at 8:41pm.