

UPPER VALLEY PARKS AND RECREATION SERVICE AREA
SPECIAL BOARD MEETING
Monday, March 15, 2021 11:00 a.m.
via Zoom Conferencing

MINUTES

CALL TO ORDER

PRSA Board Chair Aaron Simon called meeting to order at 11:02 AM.

Board Present: Aaron Simon, Lauri Malmquist, Eron Drew, Anne Hessburg, and Jason Lundgren.

City Staff Present: Kiah Patzkowsky, Kelley Lemons, Maxine Whattam, John Schons, Ana Cortez, and Chantell Steiner.

Visitors Present: Sharon Waters.

I. Approval of Consent Agenda

Boardmember Lundgren moved to approve the consent agenda. The motion was seconded by Boardmember Drew and passed unanimously.

II. Informational Items

A. Report on Public Works Availability for Slide/Shade Installation, Aaron Simon

Board Chair Aaron Simon shared that the PRSA wishes to use tax revenue collected in 2020 for pool improvements, including purchasing and installing a new slide in place of the diving board, replacing the NE & S grassy areas with concrete, and purchasing and installing shades. In the previous meeting a motion was approved to spend \$40,000 on the new slide.

Parks Supervisor John Schons shared that it's possible that Public Works could do the core drilling for some of these improvements (but would need to purchase a new drill bit for approx. \$1,000 in order to drill for slide and shade posts). Supervisor Schons shared that Public Works does not have the expertise for doing the concrete work, agreed that the PRSA should look to have a contractor do the concrete pour, and thought that it's possible that Public Works could do some of the prep work for the concrete work (including removing organic materials and interior fencing) depending on whether the selected contractor is comfortable with Public Works doing prep work vs doing the prep work themselves.

B. Report on COVID-19 Safe Start Opening Requirements, Kelley Lemons

Chair Simon shared that we're moving to Phase 3 soon, but could go back to Phase 2 at any time. Typical open swim might not be how the pool opens this year, but the pool could do lap swims, water aerobics, and swim lessons (with some complications). If Phase 3 allows for open swimming, Chair Simon believes it would be great to have the slide and shades installed for use.

Pool Manager Kelley Lemons shared her belief that pool users would be very upset if a slide was installed that couldn't be used, and that she needs to clarify whether the pool is considered a water park or a pool, with a slide.

Boardmember Lundgren shared thoughts on opening the pool, believing everything possible should be done to open the pool, especially considering the community support the PRSA is trying to build. Manager Lemons shared she is working on getting clarity on whether the pool is considered a waterpark or pool due to the frog slide, and wants us to put our best foot forward. Boardmember Hessburg suggested reaching out to Suncadia, where the pool and slides are currently in operation, to see how they're navigating being open, and Manager Lemons said she would talk to them. Boardmember Hessburg also offered to check with Suncadia and Manager Lemons will continue to check on other pools in the area. Aaron agreed with Jason that the PRSA needs to show that we're doing more, and that having improvements made would be beneficial. If phases restrict the use of certain pool amenities, that is out of our control. Aaron considered what might be big concerns, such as queues for the slide and how to best manage that with social distancing, and considered how it might look to the community when taxes are collected – what are we doing with the collected tax revenue? Aaron emphasized that the PRSA needs to order the slide, and will keep Public Works in the loop about the timeline for the slide project. Supervisor Schon suggested that if Public Works is involved in any of that work, the sooner the better due to their heavy spring workload.

Manager Lemons outlined needs for opening the pool, including needing to put together a 26-point plan (including designating COVID Supervisors) for Safe Start for the pool, for which she plans to use other pool plans as references. She shared that open swims are not being considered by other pools, but lap swim and lessons are being considered. Face shields will be needed for lesson instructors, and extra work needs to be done now to prepare for opening. Lifeguards also need to be trained and re-certified, and the certification process needs to be modified due to COVID restrictions; this could possibly push back the intended pool opening date. Boardmember Lundgren asked if lifeguards are considered essential employees and mentioned that vaccines could be more readily available by Memorial Day weekend. Manager Lemons shared that it's unclear if the East Wenatchee YMCA pool will open, that she hasn't talked to Cashmere yet, and that Quincy's pool is trying to open.

Board Chair Simon shared that Manager Lemons typically starts in April, but that this year lots of things need to happen in addition to the normal prep work due to COVID. It will be a good thing if we can open the pool, and we would like to target typical opening, which could be pushed back if we need to.

III. Action Items

- A. Capital Improvements for 2021
 - 1. Pool Slide
 - 2. Pool Shades
 - 3. Pool Tables & Umbrellas
 - 4. Grass Area Conversion to Concrete Area

Board Chair Simon shared that in the previous PRSA Board Meeting the aforementioned \$40,000 was approved for these improvements, and that he plans to work with PRSA Coordinator Patzkowsky to get bids from contractors for the concrete work, including whether there is flexibility in having Public Works do any prep work (especially if it helps save a significant amount of money). City Finance Director Chantell Steiner offered to help educate Coordinator Patzkowsky

on purchasing processes with the City.

B. Recommend Pool Manager COVID-19 Safe Start Work Begins Immediately

Board Chair Simon recommended that Manager Lemons get started with her work immediately to prep for opening the pool. Manager Lemons believes that it's likely she'll have to train up Assistant Managers as COVID Supervisors (including how to do contact tracing and mask mandates) so that someone is filling that role for all hours the pool is open. Director Steiner confirmed a recommendation is good to get Manager Lemons started, and reminded the group that the City Council administers the budget and did not see any need to push anything to Council regarding dollars being spent.

Director Steiner asked City Administrator Ana Cortez whether she would put together the offer letter for Kelley to get started, and City Administrator Cortez said she would work with Kiah on that.

Boardmember Lundgren asked whether Supervisor Schon could start doing prep work for concrete and Supervisor Schon prefers to wait on doing any prep work until knowing whether the concrete contractor is okay with that division of labor. Board Chair Simon aims to work with Coordinator Patzkowsky on getting bids from contractors.

Boardmember Hessburg asked whether anything is needed land-use wise to be able to move forward with concrete; Public Works Director Maxine Waters suggested a building permit might be needed, and Board Chair Simon and Coordinator Patzkowsky agreed to work on these items.

Boardmember Lundgren asked whether the PRSA May meeting would involve working on the RFP for the Needs Assessment. Coordinator Patzkowsky outlined a possible RFP timeline based on the resolution submission deadline of December 10 to Chelan County. Preferring at least six weeks for the PRSA to digest needs assessment findings to write the levy, results from the needs assessment would be needed by early October, which puts selecting someone to do the needs assessment into early June. She is also curious if it might be worth considering reaching out to Stowe, who is doing the needs assessment for the Osborn property, to see if they would be interested in adding the PRSA assessment to the plate (or if that might be more confusing to the community, with two assessments happening simultaneously). Boardmember Lundgren prefers not to wait on getting the RFP process going, and Coordinator Patzkowsky intends to liaise with Boardmember Lundgren and Board Chair Simon first to get things focused. Boardmember Lundgren to focus on what needs to be hired out versus kept in-house with regard to the needs assessment. Council Member Sharon Waters voiced concerns about the idea of mixing the Osborn and PRSA processes and wondered if it might be more confusing. She also voiced her preference for the pool to be open this summer.

City Administrator Cortez then asked the group whether the PRSA wants to continue pursuing a roof to cover the pool for 365-day use, and informed the group she is looking for possible Federal funding. Board Chair Simon shared that all demographics he's spoken with would like to have a dome over the pool. City Administrator Cortez asked for clarity to see if the PRSA is okay with the pool covering being a dome or another structure, with the goal of reaching 365 days of service. Board Chair Simon and Boardmember Lundgren confirmed that being ambiguous about the type of pool covering would be acceptable within the City Administrator's proposal.

IV. Adjournment

Seeing no other business, Boardmember Hessburg moved to adjourn the March 15, 2021 Special Meeting of the Upper Valley Park & Recreation Service Area. The motion was seconded by Boardmember Lundgren and passed unanimously. The meeting adjourned at 11:45 AM.

Respectfully Submitted by PRSA Coordinator Kiah Patzkowsky.