

Wildwood Manor Swimming Pool Association (WMSPA)

Meeting Minutes

March 7, 2018

Present: Laura Salazar, Sandy Scott, Terri Yurechko, Melissa Brady, Mike Caine, Kristi Forman, Marc Wilensky, Chris Calhoun, Ann Saybolt, Ted Lieber

Next meeting: April 11, 2018 @ 7pm @ Kristi's Home (9905 Inglemere Drive)

I. Renovation Update/Lessons Learned/Long Term Planning – Ann Saybolt

Ann met/talked with members of the renovation team including: Celeste Bruce (previous WMSPA president), Sanya Sukduang (Lead, Long Term Planning), Jason Azar (Clark/Azar Associates – Civil Engineer), John Chadwick (The OGC Company / PM), SEI (Architectural Firm)

Notes from Ann:

1. What are the issues (specifically) with the current pool and what is our window to address them?

Notes: Key issues outlined by consultants (building and engineer) include:

- Dive well is not up to code.
- Bathhouse is not compliant with handicap access (ADA) code.
- Entrance and parking lot do not comply with fire code (driveway insufficient for firetrucks to enter and turnaround in parking lot not large enough to comply with current code).
- The ground beneath the baby pool is shifting – and falling. Could lead to cracks in the pool that have the potential to make it unusable.
- The pump is old (usually a 20-year life but not clear when it was put in).
- We have not passed inspection for capacity permits for summer camp. But details of inspection failure not completely clear. Need more info.
- We have had issues with electrical system in bathhouse (unable to install dryers). Need more info.
- Hard to predict or quantify costs of waiting – but factors that could increase cost include: higher interest rates, less than full pool membership (if people leave, we don't have full membership and this helps with bank), potentially increasing code requirements from county

Action Items:

- Can we get an inspector to assess the systems and give us a report? **(Chris and Kristi)**
- Can we look at pool build date + improvements to date and compare that against standards for pool upgrades and experience of other local pools? **(Chris and Kristi)**
- Is there any way to estimate the costs of NOT being proactive and getting ahead? Are they significant. For example – if our pump goes and we have to replace it – can we use that pump in the rebuild? Are there things that would be sunken costs between now and doing an upgrade. **(Chris and Kristi)**
- Talk to Mariela and get details on camp issue – what concerns are related to inspection. **(Ann or Laura?)**

2. What are the options for an upgrade?

- Can we go back to the design/build firm and ask for a more modest third option?
- Can we share existing plans and get other bids or recommendations (from another firm) for similar upgrades?
- Do we need to do full architectural plans to bid out project and how much will that cost?

Notes:

- NVBlu did partial plans and then design-build proposal. They are willing to sell us the partial plans (\$20K) so we could bid out to other firms
- Full architectural plans would be \$30-40K... but not sure that would include more than one option on plan.
- SEI says we could get “sketch” plans for about or less than \$10K – a few options with general budgets included. We could then have a preliminary vote with pool membership and bid the winning options out for design-build. These plans would be enough to solicit bids. The bidding firm would include full architectural plans (needed for project) in their proposal.
- If we don’t have partial or full plans, it would be difficult to get an apples-to-apples plan from another firm at this stage.

Action Items:

- Ideally, we have 2-3 options and more than one firm bidding to demonstrate that we have done due diligence and, hopefully, to bring the costs down. Next step: Reach out to David Almy and/or SEI to do the sketch plans WITH costs associated so board can look at this option and see if it’s something we want to consider. **(Ann)**

3. What is the timeline for an upgrade?

IF we are going to move things forward, what is the timeline for getting a plan in place and approved and what does that mean for timeline for new pool completion?

Notes:

- The timeline is largely dependent on approvals from the county. There are several things we need from the county that (according to Jason Azar) are not dependent on a final plan. (If we go for a third much more modest option, we might want to double check this).
- From start to finish, approvals from county will take about 9-12 months. If we start on the following and get them done (a 4-5 month process) concurrently with the planning and bidding, once we have a plan it will only be 4 months between approval and ability to move forward. Here are the things we could get a head start on:
 - **Rudimentary storm water concept - would not expire**
 - **Forest conservation - would not expire**
 - **Subdivision process - recorded**
- We already have NRIFSD approved. It will expire in 2 years. We paid about 5K for this work
- Shortest potential timeline: Summer 2018 vote on options, Spring 2019 vote on final and winning bid plan/proposal, build starts during 2019 off-season.

Action Items:

- Recommend prioritizing pool inspection and getting more info on plans before we make a decision on this. Might be good to have a sense of whether there is a third, smaller option before we move on these in case it makes a difference.

4. What we need to address with Membership re: renovation

Based on feedback to date and understanding of resistance to upgrade, these are the things we need to consider and/or address with future options:

- Did we do due diligence and get the best price and best plans?
- Can we protect retirees who are on a fixed income – and not risk losing them?
- Can we provide families who are lower income a supplement to ease the upgrade costs?
- Can we find a solution that keeps the diverse nature of our members?

- Can we help people understand the pay now or pay later factor?

Action Items:

- Review survey from 2015
- Review data from vote
- Conduct survey monkey to get systematic feedback from the “yes” and “no” voters (**Ann and Mark**)
 - Try to understand what the barriers are – and what they are most interested in
- Reach out to other pools in the area to see how they have managed costs associated with upgrade:
 - Can we tap into reserves?
 - Can we raise money to offset the costs for members?
 - Can we shift some costs to newer members so they are opting in to an upgraded pool?
- Do upgrade discussions at pool this summer—Sunday nights—to:
 - Allow members to share their concerns directly with board members
 - Help build understanding of the options and challenges associated with upgrade.
- When the time is right, develop talking points for board members that address the following:
 - Why we need an upgrade
 - What our options are:
 - On timing
 - On cost
 - On features
 - What members need to invest
 - What members get in return
 - What is best and worst case if we don't move forward
- Revenue Streams
 - Are there additional ways for WMSPA to generate revenue
- Reach out to members (those for/those against renovation) to join Planning Committee
- Reach out to pool community for a Financial Planner
 - go through books – get a financial health check
 - long term financial plan – 5 year, 10 year plans
- Other Banks
 - Meet with other banks to discuss loan options
 - Credit Unions (**Marc**)

We need to think about members that *are part* of the pool and not worry about those that *aren't part* of the pool.

II. Committees (see attached MAJOR COMMITTEES handout)

1. Maintenance & Grounds/Beautification

- Roof Damage to Bath House from Wind Storm on 3/2/18
 - Kristi spoke with Liberty Mutual – our deductible of \$500
 - Kristi meeting with Field Rep from Liberty on 3/8/18 to go over damage/claim
 - Kristi meeting with Roofing contractor on 3/13/18
 - Kristi to contact Sandy Spring Insurance to review any plan/cost changes if we file a claim
 - Terri to provide Sandy Spring contact information
 - Roof Damage to Bath House from Wind Storm on 3/2/18
- Security Company
 - Cancelled old system.
 - We need to get new security company/contract
 - **Vote** – Should we restart contract with Protection 1 Security Company?
 - **9 Yes / 0 No**

- Lawn Mowing Service/Company – need to hire new company. **(Kristi and Chris)**
 - Can we offer advertising for companies – hang banners on fences for a discounted rate with vendors?

2. Membership

- Guest Passes – should we stop accepting cash at the check in desk? We will keep the cash option – a lot of younger members come to the pool without parents – so only have cash to pay for guests.
- Can we use Venmo for guest passes? **(Terri and Mike)**
- Member photos – can we incentivize the lifeguards to take photos – create log of photos taken/uploaded during their shift? **(Terri and Melissa)**
- Membership Dues – Melissa is concerned that a lot of current members will balk at the new pricing. New Dues/Amounts were addressed in the FAQ's of the renovation vote as well as the Budget 2018 vote. The Budget was approved at the Annual Meeting on February 20, 2018 which included the new Dues rates.

| Wildwood Membership Categories 2018 | 2018 Annual Dues | 2018 Capital Improvement Assessment | Total Payment Due for 2018 by (May 1, 2018) |
|-------------------------------------|------------------|-------------------------------------|---|
| Equity Family | \$ 670 | \$200 | \$870 |
| Equity Single | \$ 397 | \$118 | \$515 |
| Equity Senior | \$ 324 | \$96 | \$420 |
| Seasonal Family | \$ 807 | \$200 | \$1007 |
| Seasonal Single | \$ 454 | \$118 | \$572 |
| Seasonal Senior | \$ 354 | \$96 | \$450 |

- **Vote** – Should we keep dues amounts as presented and voted on during the Annual Meeting?
 - **9 Yes / 0 No**
- **Vote** – Should we state Seasonal amounts as total amount and not break out Capital Assessment amount?
 - **9 Yes / 0 No**
- Track Capital Assessment as a separate line item in Quick Books **(Mike)**
- Melissa and Terri are updating the accounts in MemberSplash to get them ready for renewal letters and for offering equity memberships.
- We have received requests to get on the wait list – removed check option to pay – only option is PayPal
- There are approximately 30 families with stocks worth \$385-\$465; members that joined after 2002 – stock value is \$15

3. Special Programs

- Tollefson inquired about renting our pool for morning practices
- Rental time/days would conflict with our Masters Swimming (3 days/week) and Adult Stroke & Turn (2 days/week). Can our members share lanes? Can we offer free sessions during the 5 weeks that Tollefson is proposing to use our pool?
- **Action:** Laura to follow up with Tollefson – age/skill level of the swimmers

4. Snack Bar

- Ted emailed Vignola Gourmet – waiting to hear back
- Ted also reached out to Stacked – vendor at Bethesda Farmer's Market
- Mike will check with his restaurant contacts to get us gently used equipment to replace items in the snack bar. Might have a glass-door beverage fridge/freezer we can have.

5. Pavilion

- New Pavilion Pricing - \$26 for the first hour, \$11 for the second and third hour. New pricing absorbs the 3% PayPal fee)
- Received 3 Pavilion Party Donation Requests (NBMS, Glenbrook, AES)
 - **Vote** – Approve Pavilion Rentals?
 - **8 Yes / 0 No (Chris Calhoun not present for vote)**

Meeting adjourned at 9:45 pm

Respectfully Submitted,
Terri Yurechko

Wildwood Manor Board Meeting – March 7, 2018

2018 Pool Season: Sat. May 26 – Sun. Sept 9

MAJOR COMMITTEES

Maintenance & Grounds / Beautification

(contact: Sandy Scott sscott@cns.gov & Laura Salazar lauracsalazar@gmail.com)

- Mosquito Spray Service: Blades of Green –apply every 45 days (410-417-6761)
- Lawn Service: initial spring clean-up and then weekly cuts --we need a * NEW company *
- Tree Trimmers: previously used Andrew Lawler to trim trees limbs overhanging fenced area.
- Schedule mulch delivery at last clean-up
- Trash and Recycling Service: Waste Management
- Security Service was Protection 1 and used I-View NOW camera system
- Lighthouse contract: Guards will reassemble & clean bathhouse and clean deck before opening day.
- Wish list items:
 - Replace snack bar door: Roll-up garage style door
 - Fix lock on guard shack window
 - Two new freezers and fridge
 - Look into electrical issues- snack bar short circuit issues??
 - Paint parking-lot logs, trash bin gates, parking spaces need to be marked off too.
 - Dark Blue- Behr Sailboat S-H-590 &
 - Lt. Blue- Behr Artesian Water S-G-550
 - We need a new basketball hoop—I may have one to donate
- Schedule Pool Clean-up dates (at least 3)
 - First Clean-Up date coincides with Wildwood neighborhood clean-up
 - Earth Day. (April 22, 2018 10-1pm?): *woods clean-up ONLY.*
 - Last Year's contact: Becky Melzer- beckymelzer@gmail.com or 240-994-0143
 - We provide SSL hours for the neighborhood during this clean-up day
 - Neighborhood needs to provide more SSL kids to help with pool clean-up if we are providing SSL hours!
 - Create member & SSL sign-up (MemberSplash)
 - Members: 1hr work = 1 guest pass credit
 - Earn SSL Hours OR guest passes NOT both
 - May need to require adult to attend with SSL kids so we get enough adults
 - Track SSL hours and Member volunteer
 - You will need SSL forms from on line:
<http://www.montgomeryschoolsmd.org/departments/forms/pdf/560-50.pdf>

- Submit to Melissa: Member Name & hours worked.
- Middle School SSL coordinators are (they can advertise):
 - Jen Sloan: jennifersloanbooth@gmail.com
 - Paula McGee paula0225@gmail.com

Beautification

- Mulch delivery & plant flowers at last clean-up day
- Coordinate SSL for plant watering during the season
- Beautification Committee- I-Lok Chang would like to help: ilchang@verizon.net

Social Events (contact Sandy Scott: sscott@cns.gov & Laura Salazar: lauracsalazar@gmail.com)

- Social budget = \$2,500
- Wildwood Annual Parties:

| | | |
|------------------------------|----------------|---------------------------------------|
| • Summer Kick-Off Party | Sunday, May 27 | 4-7pm |
| • July 4 th Party | July 4 | 12-3pm |
| • Mid-Summer Party | Late July | |
| • End of the Season Party | Sunday, Sept 2 | 4-7pm |
| • Doggie Swim | Sunday, Sept 9 | 5-5:15pm |
| • Raft Nights | Every Sunday | 6-9pm (except May 27, Sept 2, Sept 9) |

Other Party ideas from last year:

- S'mores – great for early season when its too cold to be in water!
- Movie Nights- keep in-mind when sunsets for start time
 - Maybe this year we can have rafts at the Movie Night?
 - Purchase inflatable screen & projector for movie nights! (outside of social budget)
 - Ask Richard Hsu for recommendations
- Teen Glow & Swim- for rising 6th – 12th graders
 - Laura have extra glow items from last year
- Live Bands/Adult Social
 - It can be BYOB or you can get a one-day alcohol permit from the county if you want to sell drinks.
- Wildwood Baseball Game (will be hosted by Yvonne Morrison: ymorrison@yahoo.com)
- BINGO (Katrina Sukduang hosted this 1 time last year)
 - Laura has raft prizes that could be used for BINGO
 - Prizes were usually gift cards to the Wombat Café (arrange with Snack Bar)
- Parties can't go past 10pm??
- DJ – Unique Dreams Entertainment – 301.253.9021
 - Last year: \$375 for 3 hrs. Book early to guarantee reservation. (\$40 tip at event to DJ)
 - Last year Wildwood neighborhood association paid for DJ on July 4 and we opened pool up to community (until 4pm)
- Must make sure there is arranged lifeguard coverage for parties after closing time.
 - Talk with Laura to coordinate this with Lighthouse

- If you want snack bar to remain open for extended time at an after-hours event (like Movie Night) that needs to be coordinated with Giovanni (Ted)
- If using canopies during parties need to ask swim team's permission (Ann)
- Social Closet is in women's bathroom—may need to move things if only men are doing social.

Lesson learned from last year: Events after Swim Team is over are not well attended! (7/21)

Membership – Terri Yurechko (Allison Peppelman: apeppelman@gmail.com & Melissa Brady: meldan527@comcast.net)

- Membership Timeline
 - March 31 – Early Bird Promo- Pay Membership dues before then and get 4 free guest passes
 - April 15 - Photo Promo-Upload headshots and get 1 free guest pass
 - May 1 - Membership annual dues are due by this date, after \$50 late fee is applied.
 - June 9 - Membership is terminated if dues have not been collected by this date.
- We need members to submit head shot photos! Only 15% of members have photos!
 - Also we need to make sure lifeguards are actually looking at photos...
- Review member check-in procedure---maybe have members use their account # not last name when checking in? Might be easier for guards
- Guest Pass procedure review—should we stop accepting CASH at check-in?
- Annual Dues – accepting PayPal & Checks—Pavilion and Lessons Credit Card ONLY

Pool Management/ Operational Manuel (contact Mariella Cacho: mariella.cacho@yahoo.es)

- July 4th pool hours? Contract doesn't state times. Last year we compromised with LH and closed at 7pm.
- Lighthouse Management Inc. is managing the pool this summer.
 - Should we hire a pool manager and/or check-in clerk?
- Set-up better communication between guards and board
 - We need to know if/when rescues occur
 - We need to know what needs to be fixed around the pool!
- Pre-season orientation with lifeguards by Lighthouse (Laura will attend)
 - Standards of performance will be communicated
 - Address use of cell phone and electronic on the pool deck
 - How to set-up pool deck before pool opens & at close
 - Review requirements for pool admittance & check-in procedures
- THREE separate lifeguard training classes
 - Staff skills pertaining to process/procedure/skills in running/maintaining facility
 - Rules orientation, guard protocol for rotating, whistling, swim tests, diving well protocol, interacting with patrons and guests.
 - Back-boarding and CPR

- Wildwood responsible for by April 5:
 - Operating phone by May 1
 - Train Lighthouse Pools admin on front desk entry system
 - Provide all cleaning implements for bathrooms, pool deck including leaf blower, brooms, mops, brushes, dust pans.
 - Complete any repairs to the bathhouse, deck, fence ect.
 - Give Lighthouse 3 sets of keys to pool
 - Health Dept notices from prior season that lists corrections needed prior to opening.
- Contractor will visit pool at least 5 times a week and there will be a written report made each time
- On-site inspection will occur weekly to insure proper quality control & foster communications to improve the operation of the facility.

Special Programs (contact Mariella Cacho: mariella.cacho@yahoo.es)

- *No more Camp Wildwood- due to NO Max. capacity permit*
- Tollefson inquired about renting out our pool for early morning practices
 - Proposal: June 18-July 18 (5 weeks), 6-8am, M-F, rent 3-lanes for \$1500 (\$50 a day)
- **Tollefson Swimming** will handled this summer:
 - Masters swimming (13 weeks) & Adult Stroke & Turn (8 weeks)
 - Beginner Swim Lessons & Youth Stroke & Turn (3- 2-week sessions)
 - NO WATER AEROBICS this year
- John Tollefson: jtollefson@tollefsonswimming.com
 - Phone: 301-949-5136 or 703- 447-8494
- Will need to update swim lesson contract from last year and submit to Tollefson for official approval.
- **We still need to collect our money from last year from Tollefson (\$656.10) for swim lessons 2017**
- Tollefson will handle lesson payments. And split income: 75%TOLL/ 25% Wildwood
- Last Year's schedule translated to this year's calendar:

YOUTH Programs Lessons (M,T,TH,F, 2-week sessions (8 classes total) 30-minute each class)

 - AM Class: 11am or 11:30am
 - PM Class: 3:00pm or 3:30pm
 - Session 1: June 18-June 29
 - Eval.: Fri. June 15 (3-4pm) & Sat. June 16 (11-12noon)
 - Session 2: July 2 – July 13
 - Eval. Fri June 29 (3-4pm) & Sat June 30 (11-12noon)
 - Session 3: July 16 – July 27
 - Eval. Fri July 13 (3-4pm) & Sat July 14 (11-12noon)
 - \$80 per session—we will need to increase by \$ 2.70 to account to Paypal fee
 - Last year we only offered Youth Stroke & Turn in the AFTERNOON will it be the same this year?

ADULT Swim Programs

- Adult Stroke & Turn (T-Th) 8 weeks starting May 31 @ 6-7am
 - \$100 + \$3.30 Paypal fee
 - Drop in May 31
- Adult Stroke & Turn (Sunday ONLY) 8 weeks starting June 3 @ 10-11am
 - \$55 + \$1.95 Paypal fee
 - Drop in June 3
- Masters Swimming (M-W-F) 13 week session starting June 1 @ 6 -7:30am
 - \$225 + \$7.05 Paypal fee
 - Drop in June 1

Swim Team Liaison- relays any info between swim team and board.

- Wildwood Wombats Reps: Contact at: wombats@wildwoodpool.com
 - A Reps -Debbie Attar & Margaret Bartholomew
 - B Reps - Allison Peppelman & Erin Besch
 - Swim Team REP – Katrina Sukduang
 - Minnows Rep – Erin Miller Lo
- Wombat Coaches: Contact at: wombatcoaches@wildwoodpool.com
 - Kevin Fisher, Mina Erickson, Janet Scott, Patrick Winter, Hanna Silnicky, Jordon Matus

Snack Bar/ Contract Review (contact Mariella Cacho: mariella.cacho@yahoo.es)

- Continue with Vignola Gourmet?
 - Giovanni Vignola: vignolagourmet@gmail.com 301-770-4523/ 240-315-8828
- Please identify set snack bar hours for 2018 season:
 - May 26 – June 16 (school in session)
 - June 17 – Sept 3
 - Sept 4 - Sept 9 (school in session)
- PERMITS:
 - We need to pass Health Inspection before season starts. Call: 301- 674- 8339
 - Need a copy of the snack bar manager license too
- Swim Team and Snack Bar need to negotiate terms for Home Meet use of Snack Bar

Communication/Webmaster (contact: Melissa Brady: meldan527@comcast.net)

- Laura will be sending out a weekly newsletter every FRIDAY during the season. If you have anything to report or would like to announce to members please let me know and I can include it.

Pavilion Rentals (contact: Allison Peppelman: apeppelman@gmail.com)

- Responsibilities: Email people to double check reservation dates, putting the dates on the calendar and making sure the lifeguards know when the parties will be and that they have the guest list.
- Follow-up: settle guest fee bill
- New Pavilion rental pricing is: \$26/\$37/\$48 (absorbs 3% PayPal fee)
- Should rentals be Credit Card ONLY

Board member Contacts

Encourage everyone to use wmspa@wildwoodpool.com when sending pool board emails.

If you would like to include Melissa in the emails use: info@wildwoodpool.com

New Board member contacts

| | | |
|----------------|--|---|
| Laura Salazar | lauracsalazar@gmail.com | President, Pool Management, Communications/ Webmaster |
| Sandy Scott | sscott@cns.gov | VP, Social, Beautification |
| Terri Yurechko | dntyurechko@gmail.com | Secretary, Membership |
| Michael Caine | mikecaine1@gmail.com | Treasurer/ Budget |
| Chris Calhoun | chriswcalhoun@yahoo.com | Building & Grounds, Social |
| Ted Lieber | gatortheo@aol.com | Snack Bar, Pavilion Rental |
| Marc Wilensky | mwilensky1@gmail.com | Social, Swim Programs |
| Kristi Forman | ksforman@yahoo.com | Building & Grounds, Long Term Planning |
| Ann Saybolt | annsaybolt@me.com | Long Term Planning, Swim Team Liaison |

Administrator

Melissa Brady meldan527@comcast.net [Membership](#)

Long Term Planning

Steps that the board had already taken during previous Proposed Renovation:

- 2014 - Nobis feasibility study (Melissa has copy)
- 2015 - Wildwood Manor Member Survey (Melissa has copy)
- 9/2017 - Geo Technical Report (exploratory drilling) by Hillis Carnes (\$7000)
- 8/2017 – Nobis Engineering (Clark Azar & Asso.): Civil design, flood plain, storm water management
- 10/2017- Nobis submitted Natural Resources Inventory/Forest Service Assessment (NRI/FSD) submitted to MD Parks & Planning (It's good for 2 years from approval) \$2800
 - After submitting county did a final review of the property and deem BOTH Cheshire and Hatherleigh Dr. to be streams with 100 ft setbacks.
 - This didn't seem to effect the renovation proposal but does definitely restrict any future renovations we do which has to be within our fenced in area.
 - It also didn't affect our potential loan amount

Steps we hadn't taken

- Montgomery County permitting process (I don't think any of this was started)
 - Special Exception- minor change- administrative
 - Changing membership size would be *major change* = Longer court process
 - Subdivision of the Property
 - Building Permit
 - Construction Permit

Finances

- We looked at Eagle Bank and Sandy Springs bank for financing proposed renovation.
- Sandy Springs Bank:
 - Holds our existing loan from 2007 bathhouse renovation
 - Original Loan: \$400,000
7.55% interest rate
Interest only for 1st 6 months
No down payment
Closing cost rolled into loan
Equal construction draws from loan during 1st 6 months
 - Refinanced at 5% interest
 - \$261,000 still owed
 - We paid \$25,000 in principle and \$16,000 in interest last year! (11yrs to payoff)
 - Does our loan terms penalize us for paying it down early?
 - SSB proposed Renovation Lender
 - Terms: \$2.4 M Commerical Loan, 20-25yrs,

- 5% interest existing loan (\$261,000) rolled in.
- 30% down = \$720,000 down payment
- Bank wanted to see our income increase about \$90,000 so that we could make our loan payments. This income increase would be accomplished through yearly dues increase.
- Sanya said: bank wanted \$300,000 in our MM to go towards the principal payment NOT towards the initial down payment

Pool Designs and Scope

- Long Term Chair came up with scope & design of original pool proposal (25M vs. 50M)
 - Design influence was 2015 Member Survey results: nicer bathhouse and bigger pool.
 - Cost was not a factor in what the scope of the project would be

Project Manager

- Project manager is necessary to have project done on time and has the time/ knowledge it takes to oversee such a large project.
- John Chadwick was used by Little Falls- said he was key to having their pool open on time.
- He would oversee all permit process, sub contractors and be point of contact for project.
- For our reno proposal John would have gotten \$75,000 for his work
 - Had an out clause if Membership vote didn't pass and only owed him \$500

Commercial Pool Construction Companies

- There are 3 main Commercial Pool Construction companies in this area:
 - Paddock, Olympia and NVBlu

NVBlu

- All-in-One company: doesn't subcontract out, everyone is in-house for construction
 - this would be helpful to get the project done on time.
- We never bid-out the Reno project since NVBlu made the architectural drawings
 - we were locked into going with them.
 - To remedy not bidding out the project within the contract there would be a "guaranteed maximum price with shared savings clause"
 - To be motivated to have project done on time there would be a "Liquidated Damages Clause"
- We never paid anything for pool renovation plans
 - NVBlu has rights to them & we can't use them or bring them to someone else to modify them.
- Bathhouse cost was way too much- \$660,000

Wildwood Manor member In-put/ Voting Process

- 350 equity memberships max. and additional 50 summer memberships
- By-laws state that 2/3s of equity members have to approve the renovation
- This is very hard to do and put a lot of pressure in the end on the board just to get people to vote.

- Some people voted YES because they felt the pool needs to be renovated but knew that they would be unable to pay the assessment & increased dues.
- Would changing the by-laws to majority (51%) help?
 - Down Payment = \$720,000 = 285 equity members x \$2500
 - 285 eligible equity members for reno vote
 - 144 = YES (51%), 102 = NO (36%), NEVER voted = 39 (13%)
 - 15 years ago this proposal would have pass!
 - BUT 144(YES) members x \$2500 = \$360,000 this is only half of down payment
 - Where would the rest of the down payment come from??

Helpful References

- Analysis of 25 neighboring pools: membership dues and amenities
- History of our pool's maintenance/ changes made
- Other Pools that have recently done renovations:
 - Little Falls Pool (Sanya's benchmark for our renovation proposal)
 - 2017- \$2 Million renovation: complete pool replacement and bathhouse update
 - I believe it's a different demographic, so hard to compare
 - \$2000 assessment (75% back upon leaving) and increase in dues
 - Architect: SEI Rockville architect hired through NVBlu
 - Rock Creek Pool (under construction now!)
 - Pool expansion (2 lanes), new baby pool, food prep area, 2 pavillions
 - Elite Pools- design their pool renovation
 - Cost \$900,000, they had \$200,000 on-hand and had members cover \$200,000
 - Mohican - complete replacement of pool and bathhouse in 2013
 - Cost \$3.4 million, they had \$650,000 in savings to put down
 - Membership had to cover remaining \$400,000 of downpayment
 - North Chevy Chase
 - 2018 Bathhouse renovation
 - Glenwood
 - 2004 -\$1 million pool renovation
 - Merrimack
 - 2018 - currently renovating bathhouse snack bar area
 - Architect: John Katinas
 - Wildwood Manor Bathhouse 2007
 - Architect: Dave Almy
 - I believe plumbing was not done well!
 - There wasn't an assessment and no down payment required from bank!
 - Our original interest rate was 7.5% and it was refinanced to 5.5%

Lessons learned from Proposal Process

- Too Rushed- Proposal needs to be presented at beginning of swim season. (May)
- Soonest we could have another proposal would be May 2019
- Proposal TONE- needs to be more understanding and in-tune with the community's concerns.
- Rest of the board needs to vocally back the Long Term Planning Committee
- Long Term Planning needs to be a Committee NOT one person.

Long Term Planning Committee Prospects

People that signed-up at the annual meeting to help with Renovation:

- Michelle Dreyfuss: michelle.dreyfuss@gmail.com
 - Area of expertise: Financial planning – board governance
 - (She was the one that grilled us about the budget)
- Patrick Crump: Patrick.crump@savethechildren.org

Contacts

- Sanya Sukduang: Sanya.Sukduang@finnegan.com
- Celeste Bruce: cbruce@rwillaw.com