



City of Winooski

Community Services Department

27 West Allen Street
Winooski, VT 05404

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Charter for **Pool Feasibility and Design Project Team**

Authority

The “Pool Feasibility and Design Project Team” serves the City through the Community Services Commission, under the provision of the City’s “Council Appointed Board, Commission, and Project Team Policy”.

The Project Team is an ad hoc group responsible for advising the Community Services Commission and Community Services Director on issues related to executing the Pool Replacement Project Charter issued by the City Manager, including the potential replacement and on-going operations of the Myers Memorial Pool.

The Project Team is purely advisory in nature and has no supervisory authority over City staff or authority to give permission on behalf of the City for outside groups or individuals to act.

Charter Date

This charter is issued on January 27, 2016 by the Community Services Commission.

Purpose

The purpose of the Pool Feasibility and Design Project Team is to hold regular public meetings where members of the Winooski community can provide input, share ideas, and bring up concerns as they relate to the City’s exploration of the feasibility (and potential subsequent design) of a replacement facility for the current Myer’s Memorial Pool. The Project Team will also work closely with the Community Services Commission, City staff and a selected Pool study vendor to ultimately recommend a replacement plan for the pool. The Project Team will formally report back to the Community Services Commission at least twice each year while in existence.



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Scope

This body must operate within the laws of the State of Vermont, the Winooski City Charter, and adopted City Policies and Procedures.

The Project Team's initial charge will be to assist in the selection of a vendor to complete a thorough Pool Replacement Feasibility and Scoping Study. The Project Team will also be tasked with assisting in any community outreach and data gathering (surveys, focus groups, community meetings, etc.) organized to support the selected vendor in establishing community need/interest as well as the goals of an updated municipal pool facility.

The Project Team will also work closely with the Community Services Commission, the selected vendor, and City staff in proposing a replacement design and plan that:

- meets the previously identified community needs and goals;
- is operationally sustainable over time; and
- is based on a reasonable funding plan (both initial investments and long term costs).

Membership

Membership shall include five voting members and allow for two alternate members, in accordance with the City of Winooski Council Appointed Board, Commission & Project Team Policy. Members shall serve for the duration of the Project Team's existence. Composition of the Project Team should strive to be reflective of the community. A diverse and inclusive Project Team will broaden the information base and offer wider insights into community needs. The Project Team shall include a representative from the Community Services Commission as selected by the Commission. The Project Team will also seek to have an ex-officio representative from the Greater Burlington YMCA. Membership will be determined by a team consisting of the Community Services Commission Chair, a Community Services Commission at-large member, and the Community Services Director.

Staff:

The Community Services Director and Recreation and Parks Manager shall serve as ex officio members of the Project Team, providing expertise, and representing the City staff.