AQUATICS ADMINISTRATIVE BOARD AGENDA
City of Aurora & Fox Valley Park District
May 12, 2020  10:00AM
Cole Administration Center via teleconference
101W. Illinois Avenue, Aurora

1. Call Meeting to Order President O’Connor
2. Roll Call President O’Connor
3. Addenda to the Agenda President O’Connor
4. Minutes President O’Connor
   4.1 Approve meeting minutes from October 8, 2019.
5. Continued Business President O’Connor
6. Financial Reports Director Pilmer
7. New Business
   7.1 Acceptance of Fox Valley Park District Board of Commissioners action on outdoor aquatics and forward notification to City of Aurora. President O’Connor
   7.2 Recreation Report Jaime Ijams
   7.3 Operations Report John Kramer
   7.4 Marketing Report Dan Leahy
8. Adjourn President O’Connor

This meeting will be held via teleconference. Members of the public who wish to hear the proceedings will be asked to practice social distancing while at the Cole Center.

Next Meeting: Tuesday, June 9, 2020 8:00 a.m. at Cole Administration Center
1. **Call Meeting to Order**
   President O’Connor called the meeting to order at 8:02am.

2. **Roll Call**
   President O’Connor directed the Board Secretary to take attendance by roll call. The following members of the Aquatics Administrative Board were present: Al Broholm, Mary Anne Cummings, Roberto Saenz, and President Robert O’Connor. Excused absent: Scheketa Hart-Burns. Also present: Executive Director Jim Pilmer, Directors Erickson, Ijams, Kramer, Leahy, Michael, Palmquist, and Summer, JEM staff: Jerica Cyr, Alissa Moore, & Isela Juarez; and FVPD administrative staff.

3. **Addenda to the Agenda**
   Al Broholm requested a discussion of Days of Operation be added to New Business.

4. **Minutes**
   4.1 **Approve meeting minutes from September 10, 2019.**
   Al Broholm made a motion to approve the September 2019 minutes, seconded by Roberto Saenz. Roll call voting Aye: Al Broholm, Mary Anne Cummings, Roberto Saenz, and President Robert O’Connor. Voting Nay: none, and the minutes were approved.

5. **Continued Business**
   President O’Connor reported that there was no new information regarding a possible aquatic site being built at N. Farnsworth and Bilter Roads.

6. **Financial Reports**
   6.1 **Approve Statement of Revenues & Expenses for Period Ending August 31, 2019.**
   *Original agenda incorrectly stated “Approve Statement of Revenues & Expenses for Period Ending September 30, 2019”*
   Diana Erickson responded to a question that was asked at the September 2019 meeting regarding a decrease in salaries at Phillips Park in 2019 over the prior year. She reported that in 2018 there was a large amount of horticultural work, more swim instructors were needed as the weather was better, and the cost of health insurance was higher.

   President O’Connor asked for a Financial Summary Narrative for September 2019 when it becomes available as opposed to waiting until the next board meeting. He also asked for an estimate of expenses through the end of the fiscal year. Director Pilmer stated there may be a need to meet again before the next regularly scheduled meeting, President O’Connor agreed and suggested January 2020.

   Al Broholm made a motion to approve the corrected agenda item 6.1 Statement of Revenues & Expenses for period ending August 31, 2019, seconded by Mary Anne Cummings. Roll call voting Aye: Al Broholm, Mary Anne Cummings, Roberto Saenz, and President Robert O’Connor. Voting Nay: none, and the statement was approved.

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6.2 Approve List of Bills for Month Ending September 30, 2019 totaling $82,722.78.
Al Broholm made a motion to approve the List of Bills for month ending September 30, 2019, seconded by Roberto Saenz. Roll call voting Aye: Al Broholm, Mary Anne Cummings, Roberto Saenz, and President Robert O’Connor. Voting Nay: none, and the list of bills was approved.

7. **New Business**

7.1 **Facilities and Operations Report**
John Kramer gave an update on the winterization process at both facilities.

7.2 **Approve the amended service agreement between Fox Valley Park District and Jeff Ellis Management, LLC for the management of the Outdoor Aquatic Centers.**
Jaime Ijams presented the service agreement between FVPD and JEM for management of outdoor aquatics. She highlighted the changes made in 2017 whereby FVPD took over the hiring of front-line staff, cashiers, aquatics programming. JEM still maintains all lifeguard applications including hiring and training. The agreement extends the relationship through the 2022 season with the option to renew for an additional 3 years beyond that. JEM has increased rates by 30% due to increases in the rate of pay for outdoor lifeguards, recruiting costs, general liability insurance and the increase in minimum wage that takes effect over time. There are some issues regarding liability that JEM would like revised, and the agreement is under review with Attorney Hodge.

President O’Connor suggested that the recommendation should be changed to authorize staff to review and report back on the status of the agreement after it has been reviewed by legal counsel. Roberto Saenz made a motion to authorize FVPD staff to continue to review the amended service agreement between FVPD and JEM and report back when all parties are satisfied with the final outcome, seconded by Al Broholm. Roll call voting Aye: Al Broholm, Mary Anne Cummings, Roberto Saenz, and President Robert O’Connor. Voting Nay: none, and the authorization for staff to review and report on the agreement was approved.

*Addenda to the Agenda*
Al Broholm inquired about the days of operation for the water parks and how the schedule is determined. He asked about keeping both parks open through Labor Day as a means to generate additional revenue. Phillips Park is open though Labor Day, however, Splash Country is not due to low usage after children return to school in mid-August. The possibility of keeping both parks open has been discussed many times in the past and it has been determined that the cost to operate the parks late in the season is far greater than any revenue received. Al Broholm acknowledged that the parks operate at a deficit but asked if the parks should still remain open through Labor Day as a service to the taxpayers. Director Pilmer stated that the recent community study showed that taxpayers support aquatics regardless of the fact that they operate at a loss. The discussion ended with the general agreement that it is not feasible at this time to keep both parks open through Labor Day.

7.3 **Approve 2020 Aquatics Administrative Board Budget.**
Jaime Ijams recommended approval of the 2020 Aquatics Administrative Board budget as presented. Al Broholm made a motion to approve, seconded by Roberto Saenz. Roll call voting Aye: Al Broholm, Mary Anne Cummings, Roberto Saenz, and President Robert O’Connor. Voting Nay: none, and the 2020 budget was approved.

7.4 **Approve 2020 Aquatics Administrative Board Meeting Calendar.**
Roberto Saenz made a motion to approve the 2020 Aquatics Administrative Board meeting calendar with the addition of a meeting in December 2019 or January 2020, date to be determined. Motion seconded by Al Broholm. Roll call voting Aye: Al Broholm, Mary Anne Cummings, Roberto Saenz, and President Robert O’Connor. Voting Nay: none, and the calendar was approved.
8. **Adjourn**
   President O’Connor expressed appreciation to all of the staff for their work in 2019. Al Broholm made a motion to adjourn the meeting, seconded by Roberto Saenz. Roll call voting Aye: Al Broholm, Mary Anne Cummings, Roberto Saenz, and President Robert O’Connor. Voting Nay: none, and the meeting was adjourned at 8:56am.

Respectfully submitted by:

Kim Nooncaster
Board Secretary
TO: Jim Pilmer, Executive Director
FROM: Jaime Ijams, Director of Recreation
DATE: May 11, 2020
RE: Outdoor Aquatic Centers Closed for 2020 Season

In light of the COVID-19 pandemic, the Fox Valley District and Board of Commissioners have decided to make the difficult decision to keep Splash Country Water Park and Phillips Park Family Aquatic Center closed for the 2020 season.

The pools were scheduled to open Memorial Day weekend through Labor Day and would normally draw hundreds to thousands of people in per day, through admissions lines, into the locker rooms, using the bathrooms and crowding the pool deck and lounge chairs while enjoying the waterpark amenities and pools. The Centers for Disease Control (CDC) has stated online that they do not recommend using water parks within local, state or national parks at this time due to crowded pools making social distancing a challenge, the challenge of keeping surfaces clean and disinfected, and the difficulty of preventing the virus from spreading from children and patrons touching their nose, mouth and hands and then touching surfaces.

Likewise, operating pools during the coronavirus outbreak has led staff to several concerns, including proper and adequate training for lifeguards and swim instructors, extra safety and sanitation measures, staffing level adequacy and the extensive staff labor and PPE required to continue preparing pools while maintaining social distancing and sanitation standards throughout the season. We believe it would be extremely difficult to enforce the 6 feet social distancing requirements in this type of setting and limit the spread with the constant touching of water play features, slides, lockers rooms, cash handling and the daily interaction of swim instructors and most importantly the lifeguards’ responsibility to save lives.

Within the Governor’s Restore Illinois plan, Phase 4 includes outdoor recreation, but with limitations of public gatherings to less that 50 people. With an already significant decrease in membership sales these limitations would heavily affect daily attendance, and the other programs and rentals that help support the overall budget and outdoor aquatic operations. Unfortunately, we have determined that with the uncertainly of how to open the water parks and still comply with the strict limits and safety protocols issued by the CDC and Illinois Department of Public Health (IDPH) we will not be able to open this season.

I recommend to the Board of Commissioners approval to keep the Outdoor Aquatic Centers closed for the 2020 Season and forward to the Aquatic Administrative Board for further action.
TO: Jim Pilmer, Executive Director
FROM: John Kramer, Director of Operations
DATE: May 12, 2020
RE: Information Item – Operations, Aquatic Maintenance Workgroup Update

The following updates are as of 5/6/2020.

**Splash Country Water Park**

- Slide tower carpentry repairs are complete
- Phone in first aid office complete
- Surveillance cameras are installed and operational
- Pool painting
  - Main pool spot painting planned in 2020
  - Lazy River TBD

**Phillips Park Family Aquatic Center**

- Phone in first aid office complete
- 2nd boiler replacement complete
- Slide pool suction improvements currently underway
- Drop slide painting underway
- Pool painting
  - Main pool completed in 2019
  - Slide pool completed in 2019
  - Diving pool planned in 2020