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.
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