

**NOTICE OF SPECIAL MEETING
OF SALEM CITY COUNCIL**

PURSUANT TO THE OPEN MEETINGS ACT, notice is hereby given that the Salem City Council will meet at 6:00 p.m. Wednesday, December 8, 2010 in the Council Chambers of Salem City Hall, 101 South Broadway, Salem, Illinois, for the following purpose:

1. To consider swimming pool rates and rules for the Salem Family Aquatic Center 2011 Season.

CITY OF SALEM, ILLINOIS

/s/

Jane Marshall

City Clerk

**MINUTES
CITY OF SALEM
SPECIAL CITY COUNCIL MEETING
DECEMBER 8, 2010
6:00 P.M.**

I. CALL TO ORDER

The Salem City Council met in special session on December 8, 2010, at the hour of 6:00 p.m. in the Council Chambers of Salem City Hall. The meeting was called to order by Mayor Leonard Ferguson.

Council Members present:

Councilman Kip Meador
Councilman Steve Huddlestun
Councilman David Black
Councilman Tom Carr
Mayor Leonard E. Ferguson

Others Present:

City Manager Thomas F. Christie
Recreation Director Sherry Daniels
Assistant to the City Manager Bev West
Bob Kane, Kane Insurance
Gayla Wilkerson, SFAC Manager
Media: Salem Times Commoner, WJBD Radio, Marion County Observer

II. CITY COUNCIL ACTION

Mayor Ferguson indicated that the meeting was a Special Meeting for the purpose of discussing rates and rules for the Salem Family Aquatic Center 2011 Season, and opened the floor to discussion.

City Manager Christie indicated Council had received a memo listing Director Daniels' recommendations for the SFAC 2011 Season, and suggested Council discuss each item. Council concurred. City Manager Christie added that before those items are addressed; he wanted to advise Council that he and Director Daniels would like to create two additional positions, one for another part-time manager and one for a part-time maintenance person. Christie added that the \$3.5 Million facility has a great deal of landscaping, and the City was fortunate this year, because the contractor was responsible for maintaining the landscaping. Next year, there will be a great deal of grounds maintenance, as well as general facility maintenance.

Opening Date

Recommendation: Memorial Day weekend – Saturday, May 28. Council consensus was that they concur.

Closing Date

Recommendation: Sunday, August 14. If the SFAC elects to remain open weekends through Labor Day, the closing date would be September 5. (*Extending the season in 2010 cost the City \$2,700 for an additional eight days of operation*). Council consensus (*Mayor Ferguson, Councilmen Huddlestun, Black, and Meador*) was to extend the closing date to September 5th. Councilman Carr disagreed, but indicated he would not oppose trying the extended season for another year.

Hours of Operation

In 2010, the pool was open Sunday through Thursday, 12:00 noon to 7:00 p.m. and on Friday and Saturday from 12:00 noon to 8:00 p.m. Director Daniels received several complaints from both managers and staff who attend Sunday morning church services that they either weren't able to attend service or had to leave early, with a 12:00 opening time. They said that attendance was less than a dozen prior to 1:00 p.m. additionally; the crowd began dropping off at 6:00 p.m. and dropped off dramatically by 7:00 p.m.

Recommendation: Hours of Operation - Monday through Saturday – 12:00 noon to 7:00 p.m.; Sunday – 1:00 p.m. to 7:00 p.m. Council consensus was that they concurred.

Fees

Daily Admission – Current daily admission is \$3.50 for 3 years through 16 years of age and 55 years of age or older; \$4.50 for persons 17 through 54 years of age.

Recommendation: That the fee for daily admission be the same across the board, \$4.00, with children 2 years old and under being admitted free of charge. Following much discussion (*including what age groups attend, how many of each, what amenities would increase attendance, and what additional amenities would be most affordable*), City Council consensus was to increase the fees to \$4.00 and \$4.50.

Private Rental – Current rates (*\$106.50 plus \$1.00 per person*) are only covering staffing costs. Actual cost is \$169.00 for 1.5 hour rental.

Recommendation: City Manager is recommending \$175.00, plus \$1.00 per person. Following discussion, consensus was to charge \$150.00 plus \$1.00 per person for parties of 25 attendees or more and \$150.00 plus \$2.00 per person for parties of less than 25 attendees.

Late Arrivals – Recommendation: To encourage people to come to the facility after work, Director Daniels is recommending that the City offer a rate of \$2/person for those arriving at 5:00 p.m. or later, Monday through Friday. There was discussion regarding some customers who complained about having to vacate the pool fifteen minutes before closing time. Council consensus was to post signs indicating attendees will have to vacate the water at 6:45 p.m. for a 7:00 p.m. closing, and that the facility charge \$2.00/person for those arriving at 5:00 p.m. or later.

Swim Lessons – Current prices are \$20/resident, \$25/non-resident for Introduction to Water and \$42/resident, \$52.50/non-resident for Learn to swim. Recommendation: \$24/resident, \$30/non-resident for Introduction to Water and \$48/resident, \$60/non-resident for Learn-to-Swim. Council concurred.

Pool Passes – Current pass prices are: \$52/resident; \$65/non-resident for 3-16 years of age and 55 years of age and older; \$70/resident, \$87.50/non-resident for 17 through 54 years of age. Family pass was \$150/resident, \$187.50/non-resident

Recommendation: Individual pool passes - \$60.00/resident, \$75/non-resident for everyone, regardless of age. Family passes - \$160/resident, \$200/non-resident. Following discussion, Council agreed, by consensus, to charge \$65/resident and \$80/non-resident for individual passes, and \$180/resident and \$220/non-resident for family passes (*up to four family members living in the same household*). Cost for additional family members will remain the same--\$36 per resident, \$45 per non-resident.

Debit/Credit Cards

City Manager Christie explained that there would be a \$.19/transaction plus 1.64% of the charge for each transaction, in addition to a monthly lease charge for the equipment, and he is not recommending that the pool accept debit or credit cards at this time. Director Daniels and Manager Wilkerson concurred. Following discussion, Council concurred that the SFAC not accept debit or credit cards at this time.

Parent/Grandparent Charge

Councilman Huddleston indicated he had received a complaint from a grandparent who had to pay to come in and watch his/her grandchild swim. (*SCAC requires that children 8 and younger be accompanied by someone 16 years or older.*) Director Daniels indicated that the pool has a certain allowable capacity, and an adult who comes in to watch a child uses one of those spaces, as well as seating. Following discussion, Council directed that a

parent/grandparent wearing street clothes be charged only \$2.00 to enter the pool for the purpose of watching their children/grandchildren.

Concession

Director Daniels indicated SFAC charges \$1.00 for all concession items. Listed below are the 2010 Concession expenditures:

Commodities	- \$16,440.00
Labor	- \$17,028.00
20% of Cities Portion of W/C & SS	- <u>\$ 3,000.00</u>
Total	- \$36,468.00

Total proceeds were \$49,767.85, leaving a profit of \$13,299.85.

Councilman Black asked if SFAC keeps a count of its inventory, and what specific items were sold. Director Daniels indicated they have not in the past, but they can do so for next season. There was also discussion about the number of workers covering during pool break times, and Director Daniels and Manager Wilkerson indicated they have smoothed out issues, and service will be better next season.

Council consensus was to leave concession items at \$1.00 each.

Training and Suits

Director Daniels indicated current policy is that the Salem Family Aquatic Center reimburses guards for 50% of their lifeguard training, and all of the cost of their CPR recertification. New guards are issued two new swim suits and returning guards receive one new swim suit. Council consensus was to continue this practice.

Swim Team

Director Daniels indicated Swim Team has requested an additional *night (an increase from four to five)*. Daniels added that they used four nights last year for meets, and one night for a party, which they had to pay for. Council Consensus was that any “party” should be paid for as any rental is paid for and to allow an additional (fifth) night if it is for a swim meet, but not to permit the additional night if it is to be used for their a party.

Message Board

Councilman Huddlestun recommended the City install a professional message board at the pool. Director Daniels indicated she intends to budget for a sign.

Rules

Director Daniels had provided City Council with a list of the current pool rules. Also provided was a letter from Jesse Moreno, Senior Consultant, IPMG, who serves as the City’s Risk Management Consultant. Mr. Moreno made several suggestions, one of which was that the current diving board rules remain in place. Councilman Carr indicated he feels the City should follow the recommendation of Mr. Morales, and keep the rules as they are. After much discussion, Council consensus, with the exception of Councilman Carr, was to remove the following rules:

- Patrons can only go off forward. Diving backwards off the diving board is forbidden.
- No backwards entry of any kind.

Director Daniels asked that the minutes reflect that she does not agree with Council’s decision to allow backwards diving.

Bike Rack

Director Daniels indicated SFAC will have a bike rack next season.

III. ADJOURNMENT

There being no further business for discussion, at 8:20 p.m., Mayor Ferguson declared the meeting adjourned.

Jane Marshall, CMC
City Clerk
By Bev West, Deputy City Clerk

Approved as written by City Council on December 20, 2010.