

MINUTES OF THE REGULAR MEETING  
OF THE POOL ADVISORY COMMITTEE  
OF THE CITY OF SUNSET HILLS, MISSOURI  
HELD ON MONDAY, APRIL 19, 2021

BE IT REMEMBERED that the Pool Advisory Committee of the City of Sunset Hills, Missouri met at through ZOOM. The meeting convened at 6:05pm.

Park Board

Present:

Jan Hoffmann	-Pool Advisory Chairman
Pat Duke	-Pool Advisory Member
Mayor Pat Fribis	-Pool Advisory Member
Lisa Soto	-Pool Advisory Member
Aimie Monda	-Pool Advisory Member
Gerald Brown	-Director of Parks and Recreation

Absent:

**APPROVAL OF THE MINUTES**

Copies of the Minutes of the March, 2021 Pool Advisory meeting were distributed to the members for their review. Mayor Fribis made a motion to accept the minutes as submitted. Ms. Soto seconded the motion, and it was unanimously approved.

**Old Business**

**A. Review Aquatic Facility Operation for 2021 –**

Mr. Brown reported that the Sunset Hills Aquatic Facility operation proposed was approved by the Board of Alderman. The guidelines have been updated and Mr. Brown presented the following recommendations:

Competition Pool

-Hours of Operation – 12 -3 and 4 -7 daily; you will be expected to reserve a time slot each day of entry.

-Membership – we recommend that all admittance be based on if you have an Gold or Aquatic membership; we will have no daily visits.

-Current Capacity load based on guidelines is (100) per deck space guideline.

-We will provide chairs/tables, they will be cleaned before opening, between 3 – 4pm daily and at closing.

-Day Camp Swim time, Fridays 10:15 – 11:30am

Lazy River/Leisure Pool

- Hours of Operation – 12 -3 and 4-7 (Friday, Saturday and Sunday); you will be expected to reserve a time slot each day of entry
- Membership – we recommend that all admittance be based on if you have an Gold or Aquatic membership; we will have no daily visits.
- Current Capacity load based on guidelines is (50) per deck space guideline.
- We will provide chairs/tables, they will be cleaned before opening, between 3 – 4pm on weekend days and at closing.
- Each additional day added on – Staff direct cost of \$850.00

**Programming**

- Swim Lessons – we will offer Monday/Wednesday – 10:30 -11:30, 7:15 – 8:15pm
- Water Aerobics – we will offer Tuesday/Thursday – 10:30 -11:30
- Lap Swim – We will offer Monday/Wednesday 7:15pm – 8:15pm and Saturday (10:30 -11:30am)
- Swim/Dive Team – we can handle (200) kids, offer practice Monday – Friday 7am -10am, broken into (4) practices. The Swim Team will only be available if the Municipal League offers a league this year.
- River walk offered Saturdays (10:30 -11:30), to add River walk Monday -Friday (10:30 -11:30) additional \$1,500 on expenses.

**Concessions**

- Hours of operation 12 -5pm daily
- We will follow St. louis County Guidelines on restaurant specifications and only sell prepackaged good.

**Dates of Operation**

-June 12<sup>th</sup> – September 6<sup>th</sup>

**Draft Budget**

*Capital items*

Replace ADA Lifts	\$12,331	Purchased
Lap Lanes, Reels, Cover	\$6,325.41	Purchased
Robotic Pool Cleaner	\$5,008.53	Purchased
Competition Pool Painting	\$23,000.00	Approved at 3/9/2021
Upgrade Computer system/WiFi	\$5,600.00	Purchased
Tables, Chairs, Umbrellas	\$13,000	Budgeted
Floor Scrubber	\$2,500	Budgeted
<b>Total</b>	<b>\$67,764.94</b>	

**B. On-going Expenses**

<b>Competition Pool</b>	<b>\$131,300</b>	
Utilities	\$13,000	

Guards	\$63,000/12 weeks	
Building Maintenance Supplies	\$10,000	
Marketing	\$2,000	
Facility Maintenance	\$15,000	
Equipment Maintenance	\$1,800	
Office Supplies	\$1,500	
Rec Supplies	\$1,000	
Misc.	\$5,000	
Swim & Dive Team coaches/expenses	\$19,000	
<b>Lazy River/Leisure Pool</b>	<b>\$60,500</b>	
Utilities	\$8,000	
Guards	<b>\$37,000</b>	
Building Maintenance supplies	\$6,000	
Facility Maintenance	\$5,000	
Equipment Maintenance	\$500	
Rec Supplies	\$1,000	
Misc.	\$3,000	
<b>Concessions (pre-packaged items)</b>	<b>\$19,700</b>	
Staff	\$4,700	
Supplies	\$15,000	

**Scenario 1 (described above)**

<b>Proposed Revenue</b>	<b>\$165,500</b>	
Pool Memberships	\$108,000	2019 Historical Data
Swim Lessons	\$6,000	
Water Aerobics	\$6,000	
Swim Team	\$22,500	
Concessions	\$23,000	
Total Revenue	\$165,500	
Total Expenses	<b>\$279,265</b>	
	<b>(-113,765)</b>	

## **New Business**

- A. Review new guidelines from the county pertaining to Covid-19 requirements.  
Mr. Brown covered while walking through operation of 2021, he also reported the following changes:
- they do not require a 3' walkway around the pool
  - No longer have to be 6' from lifeguard
  - Life guards only wear masks when not actively lifeguarding.
  - Reservations are not required, however we are currently reviewing to see how we can manage entry without reservations.

## **Other Matters deemed Necessary**

Ms. Soto asked if we would be prorating memberships, if individuals chose not to get pool portion and only purchased fitness, will they get the difference to purchase a gold now. Mr. Brown stated that yes, we will work with members on getting them gold package pricing.

## **NEXT MEETING DATE**

The Pool Advisory Committee will meet May 17, 2021 @ Pool @6:00pm.

## **ADJOURNMENT**

Mayor Fribis made a motion to adjourn the meeting at 6:49 pm. Ms. Monda seconded the motion, and it was unanimously approved.

**As submitted by,**

**Gerald Brown, Director of Parks & Recreation**