



## **AQUATICS ADMINISTRATIVE BOARD**

**City of Aurora & Fox Valley Park District**

**Tuesday, September 22, 2015**

**LOCATION: Cole Center Administrative Office**

**Starting Time: 8:00 a.m.**

### **MEETING MINUTES**

**1. Call Meeting to Order**

President Ossyra called the meeting to order at 8:00 a.m.

**2. Roll Call**

The following members of the Aquatics Administrative Board were present: Chuck Anderson, Scheketa Hart-Burns, Robert O'Connor, Rachel Ossyra and Juan Reyna. A quorum was present. Also present: Executive Director Nancy McCaul, Diana Erickson, Jaime Ijams, Ray Nugent, Jeff Palmquist, Jordan Real, Jerica Cyr- Ellis Rep & staff.

**3. Minutes**

➤ **Approve meeting minutes from July 21, 2015**

Juan Reyna moved, Robert O'Connor seconded, and the board unanimously approved the meeting minutes from July 21, 2015. Roll call – voting Aye: Chuck Anderson, Scheketa Hart-Burns, Robert O'Connor, Rachel Ossyra and Juan Reyna; voting Nay: none. Motion carried.

**4. Financial Reports**

➤ **Review and accept Audit for the Aquatic Administration Board for the period ending April 30, 2015**

Fred Lantz of Sikich, LLC, presented the audit for the Aquatic Administration to the board. He stated there were no new policies or changes to existing policies. There were no corrected or uncorrected misstatements. There were no disagreements with management. He said the financial statements present only the Family Aquatic Center Fund of the Fox Valley Park District and not the Fox Valley Park District itself. He reported a fund balance of \$200,000. Income is down between \$20,000 - \$30,000. There is a restricted fund balance of \$100,000 held in a capital reserve revolving fund restricted for future capital costs related to major repairs, replacements and improvements. Additionally, Fred commented that a possible calendar year versus a fiscal year would be beneficial. Executive Director Nancy McCaul said a calendar year would be very difficult because the park district's current system is on a fiscal year and couldn't handle aquatics being on a calendar year.

Scheketa Hart-Burns motioned, Robert O'Connor seconded and the board unanimously reviewed and accepted the audit for the Aquatic Administration Board for the period ending April 30, 2015. Roll call – voting Aye: Chuck Anderson, Scheketa Hart-Burns, Robert O'Connor, Rachel Ossyra and Juan Reyna; voting Nay: none. Motion carried.

➤ **Approve Statement of Revenues & Expenses**

○ **Period ending 07/31/15**

○ **Period ending 08/31/15**

Diana Erickson said daily admissions are up from this time last year. She also noted that there is a \$32,000 water bill that will be on the October bills list. Scheketa Hart-Burns motioned, Juan Reyna seconded and the board unanimously approved the Statement of Revenues & Expenses for

the period ending July 31, 2015. Roll call – voting Aye: Chuck Anderson, Scheketa Hart-Burns, Robert O’Connor, Rachel Ossyra and Juan Reyna; voting Nay: none. Motion carried.

Scheketa Hart-Burns motioned, Juan Reyna seconded and the board unanimously approved the Statement of Revenues & Expenses for the period ending August 31, 2015. Roll call – voting Aye: Chuck Anderson, Scheketa Hart-Burns, Robert O’Connor, Rachel Ossyra and Juan Reyna; voting Nay: none. Motion carried.

➤ **Approve List of Bills**

- **Month ending 07/31/15 totaling \$247,117.67.**
- **Month ending 08/31/15 totaling \$204,333.17.**

Diana Erickson stated there was nothing unusual to report for the month of July. Scheketa Hart-Burns motioned, Chuck Anderson seconded and the board unanimously approved the list of bills for the month ending July 31, 2015, totaling \$247,117.67. Roll call – voting Aye: Chuck Anderson, Scheketa Hart-Burns, Robert O’Connor, Rachel Ossyra and Juan Reyna; voting Nay: none. Motion carried.

Diana Erickson reported on a repair that was made at Splash Country which was reimbursed by our insurance company. Scheketa Hart-Burns motioned, Robert O’Connor seconded and the board unanimously approved the list of bills for the month ending August 31, 2015. Roll call – voting Aye: Chuck Anderson, Scheketa Hart-Burns, Robert O’Connor, Rachel Ossyra and Juan Reyna; voting Nay: none. Motion carried.

**5. Continued Business** – None presented.

**6. New Business**

➤ **Season Wrap-up**

Jaime Ijams reported that Aquatics had struggles with the weather; this impacted sales. However, the season did turn around. Hours of operation were adjusted at each facility, saving the district approximately \$18,000. Swim lessons were rebranded. In June, the park district participated in the World’s Largest Swimming Lesson with about 176 kids participating. Splash Country was host to 3 – 4 private rentals. The district offered second grade learn-to-swim lessons; there were nine free classes with approximately 50 children total.

Rachel Ossyra advised the district that there are a lot of swimming grants to apply for.

Jaime reported there were about 1800 pre-season passes sold; sales of the 5-punch fast pass were up about 29 percent; Groupon sales totaled about \$31,000. The Glow Swim had 307 participants while the Family Luau had 1200 participants. Season pass and revenue sales were down, but daily pass sales were up. Overall, the season ended \$17,000 over budget.

Various repairs and major improvements at Phillips Park and Splash Country were completed.

Juan Reyna commented on his personal experience using Phillips Park for his children’s baseball organization celebration; it was a great experience, but he asked if there were plans to renovate or improve the pavilion.

Jerica Cyr reported they trained 140 lifeguards, 50 cashiers and 50 swim instructors. The majority of Phillips Park rescues were at the plunge pool. Robert O’Connor asked if that was normal.

Jerica said, yes, throughout the industry. Robert O’Connor and Rachel Ossyra both congratulated staff on having a good season, considering the trend of bad weather. Scheketa Hart-Burns motioned, Robert O’Connor seconded and the board unanimously commended staff for a job well done for the season. Roll call – voting Aye: Chuck Anderson, Scheketa Hart-Burns, Robert O’Connor, Rachel Ossyra and Juan Reyna; voting Nay: none. Motion carried.

➤ **Consultant Update**

Jeff Palmquist reported there are plans to further differentiate the facilities. This includes a new splash pad, a dry play pad, entry enhancements at Phillips Park, rental cabanas, a climbing wall in the deep well, and Splash Country entry plaza improvements. They will also look at the life cycle

of the lazy river; possibly decommission it. Scheketa Hart-Burns motioned, Chuck Anderson seconded and the board unanimously commended Jeff for a job well done. Roll call – voting Aye: Chuck Anderson, Scheketa Hart-Burns, Robert O’Connor, Rachel Ossyra and Juan Reyna; voting Nay: none. Motion carried.

Robert O’Connor motioned, Scheketa Hart-Burns seconded and the board unanimously commended Laurie Hoffman for her service and hard work. The board agreed she will be missed. Roll call – voting Aye: Chuck Anderson, Scheketa Hart-Burns, Robert O’Connor, Rachel Ossyra and Juan Reyna; voting Nay: none. Motion carried.

Rachel Ossyra motioned, Chuck Anderson seconded and the board unanimously expressed their appreciation to Executive Director Nancy McCaul for all of her hard work and dedication to the Fox Valley Park District. Roll call – voting Aye: Chuck Anderson, Scheketa Hart-Burns, Robert O’Connor, Rachel Ossyra and Juan Reyna; voting Nay: none. Motion carried.

Robert O’Connor expressed his appreciation to the entire FVPD staff; he noted everyone works very hard. Scheketa Hart-Burns said she enjoyed working with Nancy McCaul and Laurie Hoffman very much. Rachel Ossyra told the board about her experience at the recent NRPA conference; she attended a session regarding improving social equity; this has her very inspired about our mission.

**7. Adjourn**

Sheketa Hart-Burns motioned, Robert O’Connor seconded and the board unanimously approved by voice vote to adjourn the meeting at 9:10 a.m.

*Respectfully submitted:*

*Arlene Kallien  
Executive Assistant*