



AQUATICS ADMINISTRATIVE BOARD
City of Aurora & Fox Valley Park District
Tuesday, September 20, 2016
LOCATION: Cole Center Administrative Office

MEETING MINUTES

1. Call Meeting to Order

President Ossyra called the meeting to order at 8:07 a.m.

2. Roll Call

The following members of the Aquatics Administrative Board were present during roll call: Scheketa Hart-Burns, Robert O'Connor and Rachel Ossyra. Absent during roll call: Chuck Anderson and Paul Greviskes. A quorum was present. Also present: Executive Director Jim Pilmer, Park District administrative staff, Jerica Cyr from Jeff Ellis Management and Fred Lantz of Sikich.

3. Minutes

➤ **Approve meeting minutes from July 19, 2016**

Sheketa Hart-Burns moved, Robert O'Connor seconded, and the board unanimously approved the meeting minutes from July 19, 2016. Roll call – voting Aye: Scheketa Hart-Burns, Robert O'Connor and Rachel Ossyra; voting Nay: none. Motion carried.

4. Financial Reports

➤ **Review and accept Audit for the Aquatic Administration Board for the period ending April 30, 2016**

Fred Lantz of Sikich presented the audit review of Family Aquatics to the board. Fred reported there were no corrected or uncorrected errors and no internal control weaknesses.

Board member Paul Greviskes joined the meeting at 8:11 a.m.

Fred told the board that all operating deficits are funded equally between the Fox Valley Park District and the City of Aurora under the terms of the September 1989 agreement. He reported the revenues are approximately \$23,000 over budget; expenses are approximately \$83,000 under budget.

Sheketa Hart-Burns motioned, Robert O'Connor seconded and the board unanimously approved the audit for the Aquatic Administration Board for the period ending April 30, 2016. Roll call – voting Aye: Paul Greviskes, Scheketa Hart-Burns, Robert O'Connor and Rachel Ossyra; voting Nay: none. Motion carried.

➤ **Approve Statement of Revenues & Expenses**

- **Period ending 07/31/16**
- **Period ending 08/31/16**

Sheketa Hart-Burns motioned, Paul Greviskes seconded and the board unanimously approved the Statement of Revenues & Expenses for the period ending 07/31/16. Roll call – voting Aye: Paul Greviskes, Scheketa Hart-Burns, Robert O'Connor and Rachel Ossyra; voting Nay: none. Motion carried.

Scheketa Hart-Burns motioned, Robert O'Connor seconded and the board unanimously approved the Statement of Revenues & Expenses for the period ending 08/31/16. Roll call – voting Aye: Paul Greviskes, Scheketa Hart-Burns, Robert O'Connor and Rachel Ossyra; voting Nay: none. Motion carried.

➤ **Approve List of Bills**

- **Month ending 07/31/16 totaling \$221,778.03.**
- **Month ending 08/31/16 totaling \$175,582.87.**

Scheketa Hart-Burns motioned, Paul Greviskes seconded and the board unanimously approved the List of Bills for the month ending 07/31/16 totaling \$221,778.03. Roll call – voting Aye: Paul Greviskes, Scheketa Hart-Burns, Robert O'Connor and Rachel Ossyra; voting Nay: none. Motion carried.

Director Pilmer expressed to the board that he wanted to publicly recognize Jerry Hernandez for doing a great job in keeping the mechanics running smoothly on an aging infrastructure.

Rachel Ossyra reminded staff about the importance of submitting bills in a timely manner; the board doesn't always realize the time delay when presented with the bills list.

Robert O'Connor motioned, Scheketa Hart-Burns seconded and the board unanimously approved the List of Bills for the month ending 08/31/16 totaling \$175,582.87. Roll call – voting Aye: Paul Greviskes, Scheketa Hart-Burns, Robert O'Connor and Rachel Ossyra; voting Nay: none. Motion carried.

5. Continued Business – None presented.

6. New Business

➤ **Season Wrap-up**

Jaime Ijams updated the board on the 2016 initiatives; 175 participants in the World's Largest Swim Lesson; expansion of the second grade Learn to Swim program; staff training for new RecTrac registration system; online swim pass sales; new family pass and new punch pass; detailed marketing plan. New marketing initiatives included: digital, Groupon, direct mail, print and radio. Dan Leahy added that the district has a new partnership with the Kane County Cougars.

Jaime reported there were 3,356 pre-season passes sold and pre-season sales of about \$134,000; 166 punch passes were sold and 768 \$5 daily admissions. Special events included: Member Appreciation Day, Friday Night Lights and Glow Swim. Overall, daily admissions were up, as was total revenue.

➤ **2017 Budget Presentation**

Jaime Ijams presented the 2017 Aquatic Budget to the board. Revenues are expected to increase based upon the favorable weather during the 2015 and 2016 seasons, and a 3-year average. Programming will be moved in-house and are expected to increase revenues. This will also result in an increase of salaries and wages; however, it will be offset by a reduction in operational costs with Jeff Ellis Management.

Necessary repairs and maintenance include repairs to the pump at Splash Country, replacement of the original boiler and gel coating the slides at Phillips Park. Also, additional pumps and filter renovations are needed at Phillips Park due to an aging infrastructure.

7. Adjourn

Scheketa Hart-burns motioned, Robert O'Connor seconded and the board unanimously approved by voice vote to adjourn the September 20, 2016, meeting of the Aquatics Administrative Board at 9:15 a.m.

*Respectfully submitted by
Arlene Kallien
Executive Administrator
Assistant Board Secretary*