



AQUATICS ADMINISTRATIVE BOARD

City of Aurora & Fox Valley Park District

Tuesday, September 18, 2018 8:00AM

LOCATION: Cole Administration Center, 101 W. Illinois Av., Aurora

MEETING MINUTES

1. Call Meeting to Order

President Ossyra called the meeting to order at 8:02am.

2. Roll Call

President Ossyra directed the Board Secretary to take attendance by roll call. The following members of the Aquatics Administrative Board were present: Mary Anne Cummings, Scheketa Hart-Burns, Robert O'Connor, Roberto Saenz, and President Rachel Ossyra. A quorum was present. Also present: Executive Director Jim Pilmer, Jeffrey Ellis, Benjamin Strong, Department Directors, JEM Staff, FVPD Staff, and guests. Robert O'Connor left the meeting at 8:56am.

President Ossyra asked that the staff and guests introduce themselves to the group.

3. Addenda to the Agenda

None presented.

4. Minutes

4.1 Approve meeting minutes from June 19, 2018.

Scheketa Hart-Burns made a motion to approve the June 2018 minutes, seconded by Mary Anne Cummings. Roll call voting Aye: Mary Anne Cummings, Scheketa Hart-Burns, Robert O'Connor, Roberto Saenz, and President Rachel Ossyra. Voting Nay: None, and the June 19, 2018 minutes were approved.

4.2 Approve meeting minutes from July 17, 2018.

Scheketa Hart-Burns made a motion to approve the July 2018 minutes, seconded by Roberto Saenz. Roll call voting Aye: Mary Anne Cummings, Scheketa Hart-Burns, Robert O'Connor, Roberto Saenz, and President Rachel Ossyra. Voting Nay: None, and the July 17, 2018 minutes were approved.

5. Continued Business

None presented.

6. Financial Reports

6.1 Approve Statement of Revenues & Expenses

- **For Period Ending June 30, 2018.**
- **For Period Ending July 31, 2018.**
- **For Period Ending August 31, 2018.**

Scheketa Hart-Burns made a motion to approve the Statements of Revenues & Expenses for June, July and August 2018, seconded by Robert O'Connor. Roll call voting Aye: Mary Anne Cummings, Scheketa Hart-Burns, Robert O'Connor, Roberto Saenz, and President Rachel Ossyra. Voting Nay: None, and the statements were approved.

6.2 Approve List of Bills

- **For Month Ending June 30, 2018 totaling \$275,641.19.**
- **For Month Ending July 31, 2018 totaling \$208,568.84.**
- **For Month Ending August 31, 2018 totaling \$160,090.27.**

Diana Erickson noted to the Board that further expenses for the water bills from City of Aurora will be reflected in the September financial reports to be presented on October 16, 2018.

Robert O'Connor requested that for future reporting purposes that more clarity be given when reporting American Express expenses.

Scheketa Hart-Burns made a motion to approve the List of Bills for June, July and August 2018, seconded by Robert O'Connor. Roll call voting Aye: Mary Anne Cummings, Scheketa Hart-Burns, Robert O'Connor, Roberto Saenz, and President Rachel Ossyra. Voting Nay: None, and the lists of bills were approved.

7. New Business

7.1 Season Wrap Up & Marketing Report

Dan Leahy reported on the marketing efforts made during spring and summer directed at outdoor aquatics. New in 2018 was a coupon in the Clipper magazine. Public Relations efforts include every media type except television. Billboards are a new initiative for the District this year to promote aquatic memberships, which were up over last year. It is believed that the increase is due in part to the billboard promotions. Dan pointed out that the marketing budget for aquatics is about 2% of the revenue; however, the recommended budget for marketing is 8-10% of revenue. It is a goal of marketing to increase the 2019 budget slightly to better promote outdoor aquatics next year.

Jaime Ijams reported that there was an increase in season pass purchases in 2018 which resulted in increased revenue, to surpass the budgeted amount. Daily attendance and special events continue to be affected by the weather, however staff will continue to look at ways to increase attendance and revenue through birthday party rentals, swim teams, and special events and programs. Glow Swim has been very successful, and staff added a second date in 2018. After hour rentals decreased in 2018 which may be due in part to an increase in rates which resulted from an increase in staffing costs with JEM. There were two Learn to Swim grants which provided swim lessons to 78 children. Splash Country was open and 75 operating days in the 2018 season, Phillips Park had 82 operating days.

Alyssa Moore of JEM reported on staff training, including lifeguard training which is followed up by monthly in-service training, vigilance awareness training and monthly audits conducted at both facilities. There were 11 rescues at Splash Country, 87 at Phillips Park, mainly in the deep well.

7.2 Facilities & Operations Report

John Kramer reported on the ongoing maintenance and repairs at Splash Country including concrete pool deck repairs and water clarity issues, as well as numerous watermain failures, tree removal and the winterization process which requires the replacement of unit heaters. President Ossyra thanked Director Kramer and his staff for their diligence in maintaining and repairing the outdoor facilities.

Robert O'Connor left the meeting after this report, at 8:56am.

7.3 Public Safety Report

In Chief Summer's absence, Director Pilmer reported on incidents at the facilities in July and August. There were no reported incidents at Splash Country, there were 11 at Phillips Park in July, most were theft investigations crimes of opportunity where personal items were left unattended. In August, there were only 2 incidents.

7.4 Budget Presentation

Jaime Ijams presented the proposed consolidated budget for 2019. The 2019 proposed budgeted amounts are as follows: Revenues-\$727,266, Expenses-\$1,517,226, and a projected Net Loss of \$789,960.

7.5 Aquatics Study Committee

Director Pilmer reported on the joint study led by the FVPD and City of Aurora. The first meeting was held on August 23, the minutes will be sent to the Aquatics Administrative Board. There is a tour of some area aquatic facilities planned in the coming weeks, after which the committee will meet again to discuss the future direction of aquatics in the community.

Director Pilmer thanked Jeff Ellis and Benjamin Strong from Jeffery Ellis Management for attending the board meeting.

8. Adjourn

Sheketa Hart-Burns made a motion to adjourn, seconded by Roberto Saenz. Voice voting Aye: Mary Anne Cummings, Sheketa Hart-Burns, Roberto Saenz, and President Rachel Ossyra. Voting Nay: None, and the meeting was adjourned at 9:18am.

Respectfully submitted by:

*Kim Nooncaster
Board Secretary*