



**AQUATICS ADMINISTRATIVE BOARD MINUTES**  
**City of Aurora & Fox Valley Park District**  
**July 14, 2020 10:00AM**  
**Cole Administration Center, 101 W. Illinois Ave., Aurora**

**1.0 Call Meeting to Order**

President O'Connor called the meeting to order at 10:02AM.

**2.0 Roll Call**

President O'Connor directed the Board Secretary to take attendance by roll call. The following members of the Aquatics Administrative Board were present: Al Broholm, Maryanne Cummings, Roberto Saenz, and President Robert O'Connor. A quorum was present. Absent: Scheketa Hart-Burns. Also present: Executive Director Jim Pilmer. Present via teleconference: Directors Ijams, Kramer, Leahy, Michael, Palmquist, Santoria, Summer, Assistant Director of Finance Jennifer Paprocki, and Anthony Cervini of Sikich LLC.

**3.0 Addenda to the Agenda**

None presented.

**4.0 Minutes**

**4.1 Approve meeting minutes from June 9, 2020.**

Roberto Saenz made a motion to approve the June 9, 2020 meeting minutes, seconded by Maryann Cummings. Roll call voting Aye: Al Broholm, Maryanne Cummings, Roberto Saenz, and President Robert O'Connor. Voting Nay: none, and the minutes were approved.

**5.0 Continued Business**

**5.1 Follow up on directional street signage.**

Director Pilmer recommended that signage for the aquatic centers be handled through a request made to government operations at the City of Aurora for directional signage on the roadways. President O'Connor agreed and suggested the request be made to the proper committee to be completed by next year's aquatic season.

**6.0 Acceptance of the Audit Report for the Family Aquatic Centers financial year January 1, 2019 to December 31, 2019.**

Jennifer Paprocki introduced Anthony Cervini, Partner at Sikich LLC who presented the audit report for the year ended December 31, 2019 He was pleased to announce that Sikich offered a clean, unmodified opinion of the Aquatic Administrative Board's financial records.

**7.0 Financial Reports**

**7.1 Approve Statements of Revenues & Expenses for Period Ending May 31, 2020.**

President O'Connor asked about salaries and wages and whether the monthly expense is expected to remain the same throughout the year. He also asked for a breakdown of actual employees and the cost associated to each and made a general request to keep salary costs down as much as possible through year-end. Maryanne Cummings inquired about the variance to budget total on the statement of revenue & expenses for Splash Country. Assistant Director Paprocki acknowledged that it was an accounting error and that the amounts were added together instead of subtracted.

Maryanne Cummings made a motion to approve the statement of revenues and expenses for period ending May 31, 2020 with the above mentioned correction, seconded by Roberto Saenz. Roll call voting Aye: Al Broholm, Maryanne Cummings, Roberto Saenz, and President Robert O'Connor. Voting Nay: none, and the statement was approved.

## **7.2 Approve List of Bills for Month Ending June 30, 2020 totaling \$55,402.97.**

Al Broholm asked about the billing for internet. Director Michael explained that although the facilities are closed, they are still being monitored for security purposes and burglar and fire alarms also require internet, however, the District is being billed at a lesser rate during the facility shutdown.

Al Broholm also asked about the consulting fees. Director Kramer advised that the District receives regular advice on chemical applications, regulatory items and repairs. President O'Connor asked if these services could be reduced for the remainder of the year, Director Kramer agreed that it could.

President O'Connor asked about the refuse expense and Director Kramer explained that the billing is one-third of what it would be if the facilities were open but as maintenance and repairs occur, refuse removal is required. Al Broholm asked if the District waste hauler could be used, Director Kramer advised that it cannot accommodate larger waste bins.

Roberto Saenz made a motion to approve the list of bills for June 30, 2020, seconded by Maryanne Cummings. Roll call voting Aye: Al Broholm, Maryanne Cummings, Roberto Saenz, and President Robert O'Connor. Voting Nay: none, and the list of bills was approved.

## **8.0 New Business**

### **8.1 Facilities & Operations Report**

John Kramer reported that normal maintenance operations are taking place including painting at both facilities, and patching and color matching of diamond brite and lazy river repairs at Splash Country.

### **8.2 Public Safety Report**

Chief Summer reported that there have been very little public safety issues, however, the District officers do patrol District properties from 12-8PM which includes the aquatic facilities. Officers are also encouraged to park at the aquatic facilities during downtime to show a presence. Public service officers are also visiting splash pads and the aquatic facilities as part of their duties.

Director Pilmer reported that Aquatics Manager Dan Chambers has resigned and before the position is filled, he will evaluate and upgrade the position and seek a candidate that is both a certified pool operator and certified facility operator. This position would oversee maintenance at the outdoor facilities but would be under the leadership of Recreation. He is also considering moving the contracted outdoor lifeguard services to in-house. There will be budgeting challenges for 2021 and it should be noted that Phillips Park is much easier to operate as it does not have a lazy river which requires many more lifeguards and it is in better condition overall. President O'Connor noted that future demands for outdoor aquatics may be very different and will require new ideas.

President O'Connor asked that the board meet again in September to consider the budget. The planned date is September 15; however, the board remains flexible depending on the needs of District staff.

## **9.0 Adjourn**

Al Broholm made a motion to adjourn, seconded by Maryanne Cummings. Roll call voting Aye: Al Broholm, Maryanne Cummings, Roberto Saenz, and President Robert O'Connor. Voting Nay: none, and the meeting adjourned at 10:51AM.

*Respectfully submitted by:*

*Kim Nooncaster  
Board Secretary*