



AQUATICS ADMINISTRATIVE BOARD
City of Aurora & Fox Valley Park District
September 22, 2020 10:00AM
Cole Administration Center, 101 W. Illinois Av., Aurora

MEETING MINUTES

1.0 Call Meeting to Order

President O'Connor called the meeting to order at 10:00AM.

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. Excused Absent: Scheketa Hart-Burns. A quorum was present. Also present: Executive Director Jim Pilmer, Directors Ijams, Kramer, Michael, Palmquist, Santoria, and Summer; Assistant Director of Finance Jen Paprocki, and Interim Director of Finance/Third Party Consultant Annmarie Mampe.

3.0 Addenda to the Agenda

President O'Connor suggested adding Aquatics Park Directional Signage to Continued Business at item 5.2.

4.0 Minutes

4.1 Approve meeting minutes from July 14, 2020.

Roberto Saenz made a motion to approve the minutes from July 14, 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 minutes were approved.

5.0 Continued Business

5.1 Carrico Aquatics Credit

John Kramer reported that Carrico Aquatics agreed to issue credit for professional services rendered at Phillips Park and Splash Country reflected back to the beginning of the year.

5.2 Aquatics Park Directional Signage

Director Pilmer reported that immediately after the July 14, 2020 meeting, Fox Valley Park District sent an official letter to the Chair of the Government Operations Committee at the City of Aurora, Scheketa Hart-Burns, who said she would be happy to carry the signage proposal forward with the city staff. The FVPD Marketing Department has drawn up the proposed signage and placement. The proposal must now go through the approval process at city council. Jeff Palmquist confirmed that the wayfinding notification proposal is now being handled by Ken Schroth, Public Works Director and this will likely be handled this fall or winter before the parks open in 2021.

Al Broholm expressed concerns that the current plan for signage does not include Barnes Road. Director Pilmer suggested added a Splash Country logo to the Blackberry Farm sign.

President O'Connor asked that this discussion be placed on the October 20, 2020 agenda as continued business.

6.0 Financial Reports

6.1 Approve Statement of Revenues & Expenses for Period Ending June 30, 2020.

6.2 Approve Statement of Revenues & Expenses for Period Ending July 31, 2020.

Jennifer Paprocki indicated that anything of special note is highlighted in the Financial Summary Narrative. She also reported that the financial statements were restructured to be easier to read. MaryAnne Cummings commented and Jennifer Paprocki confirmed that by not operating the facilities, a significant amount of money was saved. President O'Connor expressed appreciation for the efforts made to keep expenses down while still properly maintaining the closed facilities.

President O'Connor recommended approval of items 6.1 and 6.2 in one action. MaryAnne Cummings made a motion to approve the statements of revenues and expenses for periods ending June 30 and July 31, 2020, seconded by Roberto Saenz. Roll call voting Aye: Al Broholm, MaryAnne Cummings, Roberto Saenz, and President Robert O'Connor. Voting Nay: none, and the statements were approved.

6.3 Approve List of Bills for Month Ending July 31, 2020 totaling \$42,682.84.

6.4 Approve List of Bills for Month Ending August 31, 2020 totaling \$25,627.83.

Jennifer Paprocki commented that the largest bill in July was a payment to PDRMA.

President O'Connor asked about the payment to Great Lakes Kwik Space, John Kramer explained that the extra storage space is rented and used to store the deck chairs while work is done in the bath houses and also to protect them from UV damage when not in use. He also reported that the District has purchased some used tractor trailers for storage purposes for next year.

MaryAnne Cummings inquired about the Deuchler Engineering expense, John Kramer confirmed her assumption that it is for routine testing for storm water and effluent.

President O'Connor asked about the lighting repair expense, John Kramer reported that it was for repairs to the outdoor deck lighting at Phillips Park.

President O'Connor recommended approval of items 6.3 and 6.4 in one action. Roberto Saenz made a motion to approve the lists of bills for July 31 and August 31, 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 lists of bills were approved.

7.0 New Business

7.1 Facilities & Operations Report

John Kramer reported that the parks are being winterized and the October list of bills will reflect expenses related to those activities. He also reported that painting projects are being completed at both pools.

President O'Connor asked Chief Summer if he had any security issues to report, there were none.

7.2 Budget Presentation

Jaime Ijams presented the proposed 2021 budget and discussed some highlights including:

a 13% overall decrease in expenses mostly attributed to the move to in-house staffing instead of contracting with JEM. There is an overall decrease in repairs and maintenance expenses as a result of the diligent work done by the Operations staff to keep the facilities in overall good repair. There is a 77% increase in salaries expense as a result of taking on the staffing of lifeguards in-house which is offset by a 94% decrease in professional services which reflects the absence of JEM expenses.

Total proposed revenues are \$713,665, total proposed operating expenses are \$1,395,954, with a net operating loss of \$682,289 which will be shared 50/50 between the Fox Valley Park District and the City of Aurora.

MaryAnne Cummings asked about the possibility of keeping the parks open later in the summer, Director Pilmer reported that it is a possibility now that we have moved to all in-house staffing.

She also asked about allowing the school districts to use our outdoor pools to teach swimming as part of their PE programs. Director Pilmer reported that every second-grade student in the public schools in Aurora has access to free swim lessons through the Fox Valley Park District; however, many parents are not opting

into the program. With regard to making the pools available through the PE program, there are many obstacles including space and transportation.

President O'Connor stated the board has time to review the proposed budget and it will be on the October 20 agenda for adoption.

8.0 Adjourn

Roberto Saenz 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 Aquatics Administrative Board adjourned at 10:57am.

Respectfully submitted by:

Kim Nooncaster
Board Secretary