



AQUATICS ADMINISTRATIVE BOARD AGENDA

City of Aurora & Fox Valley Park District

May 18, 2021 10:00AM

Cole Administration Center

101 W. Illinois Avenue, Aurora

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| 1. Call Meeting to Order | President O'Connor |
| 2. Roll Call | President O'Connor |
| 3. Addenda to the Agenda | |
| 4. Minutes | President O'Connor |
| 4.1 Approve meeting minutes from April 20, 2021. | |
| 5. Continued Business | President O'Connor |
| 6. Financial Reports | Jennifer Paprocki |
| 6.1 Approve Statement of Revenues & Expenses for March 2021. | |
| 6.2 Approve Lists of Bills for April 2021 in the amount of \$23,025.37. | |
| 7. New Business | |
| 7.1. Recreation Report | Jaime Ijams |
| 7.2. Operations Report | John Kramer |
| 7.3. Marketing Report | Dan Leahy |
| 8. Adjourn | |

Next Meeting: Tuesday, June 22, 2021 10:00 a.m. at Phillips Park



AQUATIC ADMINISTRATIVE BOARD MEETING MINUTES

City of Aurora & Fox Valley Park District

April 20, 2021 10:00AM

Cole Administration Center 101 W. Illinois Avenue, Aurora

1.0 Call Meeting to Order

President O'Connor called the meeting to order at 10:04AM.

2.0 Roll Call

President O'Connor directed the Board Secretary to take attendance by roll call. The following members of the Aquatic Administrative Board were physically present: Al Broholm, MaryAnne Cummings and President Robert O'Connor. Present via Teams: Scheketa Hart-Burns. Absent: Roberto Saenz. A quorum was present. Also present in-person: Executive Director Jim Pilmer. Also present via Teams: FVPD Board President Chuck Anderson, and Directors Ijams, Kramer, Leahy, Michael, Palmquist, Paprocki, Santoria, and Summer.

3.0 Addenda to the Agenda

None presented.

4.0 Minutes

4.1 Approve meeting minutes from October 20, 2020.

MaryAnne Cummings made a motion to approve the October 2020 minutes, seconded by Scheketa Hart-Burns. Roll call voting Aye: Al Broholm, MaryAnne Cummings, Scheketa Hart-Burns, and President Robert O'Connor. Voting Nay: none, and the minutes were approved.

5.0 Continued Business

None presented.

6.0 Financial Reports

6.1 Approve Statement of Revenues & Expenses for Period September 1, 2020 through December 31, 2020.

6.2 Approve Statement of Revenues & Expenses for Period January 1, 2021 through February 28, 2021.

Jennifer Paprocki recommended approval of the statements of revenues and expenses for Q4 2020 and January & February 2021 with one correction, all Variance to Budget-Excess/(Deficiency) totals should be shown as deficiencies. President O'Connor called for a motion to approve both statements concurrently. Scheketa Hart-Burns made a motion to approve, seconded by MaryAnne Cummings. Roll call voting Aye: Al Broholm, MaryAnne Cummings, Scheketa Hart-Burns, and President Robert O'Connor. Voting Nay: none, and the statements were approved.

6.3 Approve List of Bills for Months of October, November, December 2020 in the amount of \$63,284.32.

6.4 Approve List of Bills for Months of January, February, and March 2021 in the amount of \$57,122.

President O'Connor called for a motion to approve both lists of bills concurrently. MaryAnne Cummings made a motion to approve, seconded by Al Broholm. Roll call voting Aye: Al Broholm, MaryAnne Cummings, and President Robert O'Connor. Voting Nay: none, and the lists of bills were approved. Scheketa Hart-Burns did not vote due to connectivity issues.

7.0 New Business

7.1 Approve 2021 Meeting Schedule

President O'Connor stated no board action was needed on this item.

7.2 Departmental Reports

7.2.1 Recreation

Jaime Ijams presented the plan for opening outdoor aquatic parks for the upcoming season. She reported that the contract with JEM was canceled in 2020, and shortly after, the decision was made to close outdoor aquatic parks for the 2020 season due to the pandemic which resulted in a reduction of the operating deficit by approximately \$400,000. With regard to the 2021 season, we are still operating under somewhat unknown conditions as to what capacities will be allowed due to State of IL safety mitigations at the time of park opening. Additional guidelines come from the IDPH. As a result of this, Director Ijams recommends block scheduling and consolidating our services by operating only one outdoor park for the 2021 season, Phillips Park Family Aquatic Center. This facility has outdoor lighting which would allow the opportunity to keep the park open for an extended day and would also accommodate regular swim lessons, keeping them separate from regular operating hours. The operating costs are also lower at Phillips Park versus Splash Country. The park would open for a set time in the early afternoon for general admission, close for a period for cleaning, and reopen for a late afternoon session. Director Ijams shared the challenges of operating the park with the additional safety mitigations and costs incurred to ensure guest safety and projected an estimated loss of \$800,000 - \$1,000,000 for the season.

Director Pilmer then reported that he received a directive from Mayor Irvin and President Chuck Anderson to open both parks this season to help address the capacity issues and offer a recreational outlet to the communities we serve. This presents some challenges to the District and staff is working on a cost/benefit analysis and potential plan to open both parks. President O'Connor stated further discussion would be necessary and due to the timely nature of the decision to be made, an additional meeting was likely needed before the next scheduled meeting on May 18.

7.2.2 Operations

John Kramer reported that Operations was prepared to pivot and work with Recreation and Finance should the decision be made to open both parks. He stated that general repair and maintenance work has been done and the parks are in good shape.

7.2.3 Marketing & Communications

Dan Leahy reported that the Marketing Department was ready for the challenge to communicate park opening information as soon as it is decided upon and available, including disseminating it to the local school districts.

8.0 Adjourn

Before adjournment, Director Pilmer thanked Scheketa Hart-Burns for making 17 swim scholarships available through the Fox Valley Park Foundation.

Sheketa Hart-Burns made a motion adjourn, seconded by MaryAnne Cummings. Roll call voting Aye: Al Broholm, MaryAnne Cummings, Scheketa Hart-Burns, and President Robert O'Connor. Voting Nay: none, and the meeting was adjourned at 11:19AM.

Respectfully submitted by:

*Kim Nooncaster
Board Secretary*



TO: Jim Pilmer, Executive Director
 FROM: Jennifer Paprocki, Director of Finance
 DATE: May 18, 2021
 RE: Outdoor Aquatic Financial Summary Narrative
 For the Period Ending March 31, 2021

**Financial Statement Summary for the Period
 Beginning January 1, 2021 through March 31, 2021**

REVENUES

Revenues are recognized during the operational season of the outdoor pools. The normal revenue season begins in May and extends into the beginning of September; therefore, no revenues are reported year to date.

EXPENDITURES

Year to date expenditures totaled \$51,278, down 37% from the same period of 2020.

Salaries and Wages

This category totaled \$16,728 and was down 23% from the 2020 year to date amount. The combined reallocation of full-time staff coupled with a vacant position has led to this decrease. Full-time salaries for the reported months were as follows:

<i>Month</i>	Full-Time Salary Costs
<i>January</i>	\$ 4,748
<i>February</i>	\$ 4,385
<i>March</i>	\$ 4,565

Employee Benefits

This category includes health insurance and payroll taxes directly allocated to the Outdoor Aquatic Fund for the respective full-time and part-time employees performing maintenance and oversight of the facilities. In 2021, one full-time recreation manager and two operations employees had between 10-20% of their salaries allocated to the facilities as well as the respective payroll taxes and health insurance costs.

No additional employee related costs have been incurred to date in 2021.

Utilities

Total utilities for the reporting period were \$15,206. This is slightly lower than the year to date costs from 2020 of \$16,373. Utility costs during the reported months were as follows:

<i>Month</i>	Utility Costs
<i>January</i>	\$ 1,191
<i>February</i>	\$ 7,538
<i>March</i>	\$ 6,477

Professional Services

There were no significant professional service expenses incurred during the reporting period.

Maintenance and Repair

Included in this category are maintenance and repairs to the aquatic features, buildings, and repairs related to irrigation. No significant items to note related to maintenance and repair for either aquatic facility.

Other Services

This category includes other contractual services related to property and casualty liability insurance, advertising, credit card fees, turf maintenance, refuse removal and alarm services. No significant items to note related to other services for March.

Materials and Supplies

This category includes parts, fittings, plumbing, gasoline, recreational program, chemical, and turf care materials and supplies. No significant expenses were incurred during the reported months.

Capital Expenditures

There were no capital expenditures incurred during the reported months.

Fox Valley Park District
 Revenue and Expense Summary - Consolidated
 Period Ending *March 31, 2021*



	2021 Budget	Year-to-Date 2021	Variance to Budget Favorable (Unfavorable)	Year-to-Date 2020
REVENUES:				
Rental Income				
Concessionaire Lease	\$ -	\$ -	\$ -	\$ -
Aquatic Facility Rentals	6,500	-	(6,500)	-
Locker Rentals	-	-	-	-
Intergovernmental	-	-	-	-
Fees	-	-	-	-
Season Passes	180,000	-	(180,000)	220
Daily Admissions	431,000	-	(431,000)	-
Group Admissions	40,845	-	(40,845)	(36)
Merchandise Sales	2,800	-	(2,800)	-
Food and Beverage Sales	-	-	-	-
Investment Income	-	-	-	-
Miscellaneous Receipts	5,400	-	(5,400)	(1,000)
Program Revenues	47,120	-	(47,120)	-
TOTAL REVENUES	\$ 713,665	\$ -	\$ (713,665)	\$ (816)
EXPENSES:				
Salaries and Wages	526,228	16,728	509,500	21,746
Employee Benefits	50,036	6,481	43,555	3,541
Other Employee Expenses	16,030	-	16,030	-
Utilities	204,400	15,206	189,194	16,373
Professional Services	25,000	424	24,576	-
Maintenance and Repair	166,500	4,864	161,636	13,098
Other Services	75,200	4,522	70,678	4,579
Materials and Supplies	247,388	3,053	244,335	22,291
Food and Beverage Purchases	-	-	-	-
Miscellaneous Expenses	100	-	100	-
Capital Expenditures	27,500	-	27,500	-
TOTAL EXPENSES	\$ 1,338,382	\$ 51,278	\$ 1,287,104	\$ 81,628
EXCESS/(DEFICIENCY)	\$ (624,717)	\$ (51,278)		\$ (82,444)

Fox Valley Park District
Statement of Revenues and Expenses
Period Ending *March 31, 2021*



Splash Country Water Park

	2021 Budget	Year-to-Date 2021	Variance to Budget Favorable (Unfavorable)	Year-to-Date 2020
REVENUES:				
Rental Income				
Concessionaire Lease	\$ -	\$ -	\$ -	\$ -
Aquatic Facility Rentals	3,000	-	(3,000)	-
Locker Rentals	-	-	-	-
Intergovernmental	-	-	-	-
Fees				
Season Passes	90,000	-	(90,000)	110
Daily Admissions	231,000	-	(231,000)	-
Group Admissions	25,000	-	(25,000)	(36)
Merchandise Sales	1,800	-	(1,800)	-
Food and Beverage Sales	-	-	-	-
Investment Income	-	-	-	-
Miscellaneous Receipts	2,700	-	(2,700)	(1,000)
Program Revenues	23,280	-	(23,280)	-
TOTAL REVENUES	\$ 376,780	\$ -	\$ (376,780)	\$ (926)
EXPENSES:				
Salaries and Wages	277,489	8,628	268,861	11,142
Employee Benefits	25,968	3,261	22,707	1,791
Other Employee Expenses	8,115	-	8,115	-
Utilities	104,500	7,872	96,628	6,521
Professional Services	12,000	180	11,820	-
Maintenance and Repair	67,000	3,279	63,721	11,072
Other Services	41,400	2,738	38,662	2,851
Materials and Supplies	141,994	683	141,311	10,014
Food and Beverage Purchases	-	-	-	-
Miscellaneous Expenses	100	-	100	-
Capital Expenditures	27,500	-	27,500	-
TOTAL EXPENSES	\$ 706,066	\$ 26,640	\$ 679,426	\$ 43,391
EXCESS/(DEFICIENCY)	\$ (329,286)	\$ (26,640)		\$ (44,317)

Fox Valley Park District
Statement of Revenues and Expenses
Period Ending *March 31, 2021*



	2021 Budget	Year-to-Date 2021	Variance to Budget Favorable (Unfavorable)	Year-to-Date 2020
Phillips Park Family Aquatic Center				
REVENUES:				
Rental Income				
Concessionaire Lease	\$ -	\$ -	\$ -	\$ -
Aquatic Facility Rentals	3,500	-	(3,500)	-
Locker Rentals	-	-	-	-
Intergovernmental	-	-	-	-
Fees				
Season Passes	90,000	-	(90,000)	110
Daily Admissions	200,000	-	(200,000)	-
Group Admissions	15,845	-	(15,845)	-
Merchandise Sales	1,000	-	(1,000)	-
Food and Beverage Sales	-	-	-	-
Investment Income	-	-	-	-
Miscellaneous Receipts	2,700	-	(2,700)	-
Program Revenues	23,840	-	(23,840)	-
TOTAL REVENUES	\$ 336,885	\$ -	\$ (336,885)	\$ 110
EXPENSES:				
Salaries and Wages	248,739	8,100	240,639	10,605
Employee Benefits	24,068	3,220	20,848	1,750
Other Employee Expenses	7,915	-	7,915	-
Utilities	99,900	7,335	92,565	9,851
Professional Services	13,000	244	12,756	-
Maintenance and Repair	99,500	1,586	97,914	2,026
Other Services	33,800	1,784	32,016	1,728
Materials and Supplies	105,394	2,370	103,024	12,277
Food and Beverage Purchases	-	-	-	-
Miscellaneous Expenses	-	-	-	-
Capital Expenditures	-	-	-	-
TOTAL EXPENSES	\$ 632,316	\$ 24,639	\$ 607,677	\$ 38,237
EXCESS/(DEFICIENCY)	\$ (295,431)	\$ (24,639)		\$ (38,127)

Fox Valley Park District
Bills List
For the month of April



Vendor Name	Warrant	Description	Amount
AMERICAN EXPRESS	040621A1	PHONE SERVICE 3/10 - 4/14	\$103.61
AMERICAN EXPRESS	040621A1	PHONE SERVICE 3/10 - 4/14	\$99.34
AMERICAN EXPRESS	040621A1	SUMMER LIFEGUARD UNIFORMS	\$3,270.50
AMERICAN EXPRESS Total			\$3,473.45
AQUA PURE ENTERPRISES INC	040721-1	ACCU TAB PUMP MOTOR	\$1,206.82
AQUA PURE ENTERPRISES INC Total			\$1,206.82
ARTLIP AND SONS INC	040721-1	INSTALL VOLTAGE TO NEW BOILER	\$2,873.42
ARTLIP AND SONS INC Total			\$2,873.42
BALL SEED COMPANY	040721-1	ANNUAL PLUGS	\$223.61
BALL SEED COMPANY	040721-1	ANNUAL PLUGS	\$231.82
BALL SEED COMPANY	040721-1	ANNUAL PLUGS	\$678.28
BALL SEED COMPANY	040721-1	ANNUAL PLUGS	\$230.80
BALL SEED COMPANY	042121-1	ANNUAL PLUGS	\$3.79
BALL SEED COMPANY	042121-1	ANNUAL PLUGS	\$26.15
BALL SEED COMPANY	042121-1	ANNUAL PLUGS	\$3.77
BALL SEED COMPANY	042121-1	ANNUAL PLUGS	\$26.04
BALL SEED COMPANY Total			\$1,424.26
CARRICO AQUATIC RESOURCES, INC	042121-1	CHEMICAL TESTS FOR VAC AND PPAC	\$260.00
CARRICO AQUATIC RESOURCES, INC	042121-1	POOL CHEMICALS - PHILLIPS	\$499.70
CARRICO AQUATIC RESOURCES, INC Total			\$759.70
CITY OF AURORA/WATER DEPARTMENT	041421-1	SPLASH COUNTRY 1/28 - 3/26	\$33.80
CITY OF AURORA/WATER DEPARTMENT	041421-1	SPLASH COUNTRY 1/28 - 3/26	\$33.80
CITY OF AURORA/WATER DEPARTMENT	041421-1	SPLASH COUNTRY 1/27 - 3/26	\$33.80
CITY OF AURORA/WATER DEPARTMENT Total			\$101.40
COMCAST CABLE	041421-1	INTERNET - SPLASH 4/4 - 5/3	\$113.35
COMCAST CABLE	041421-1	INTERNET - PHILLIPS 4/10 - 5/9	\$113.35
COMCAST CABLE Total			\$226.70
COMPOST SUPPLY	042121-1	MUSHROOM COMPOST FOR ALL LOCATIONS	\$52.50
COMPOST SUPPLY	042121-1	MUSHROOM COMPOST FOR ALL LOCATIONS	\$122.50
COMPOST SUPPLY Total			\$175.00
CONCENTRIC INTEGRATION, LLC	040721-1	SCADA SYSTEM UPDATES	\$361.59
CONCENTRIC INTEGRATION, LLC	040721-1	SCADA SYSTEM UPDATES	\$361.60
CONCENTRIC INTEGRATION, LLC Total			\$723.19
CONSTELLATION NEWENERGY-ELECTRIC	040721-1	PHILLIPS AQUATIC 2/18 - 3/19	\$1,915.85
CONSTELLATION NEWENERGY-ELECTRIC	042121-1	SPLASH COUNTRY 3/2 - 4/2	\$1,876.76
CONSTELLATION NEWENERGY-ELECTRIC Total			\$3,792.61

Fox Valley Park District
Bills List
For the month of April



DEUCLER ENGINEERING CORP	042121-1	IEPA TESTING FOR SPLASH	\$90.00
DEUCLER ENGINEERING CORP	042121-1	IEPA TESTING PHILLIPS PARK	\$122.00
DEUCLER ENGINEERING CORP Total			\$212.00
FEECE OIL COMPANY	040721-1	ALLOCATED FUEL CHG/DIESEL	\$1.65
FEECE OIL COMPANY	040721-1	ALLOCATED FUEL CHG/GAS	\$7.15
FEECE OIL COMPANY	040721-1	ALLOCATED FUEL CHG/DIESEL	\$7.37
FEECE OIL COMPANY	040721-1	ALLOCATED FUEL CHG/GAS	\$25.12
FEECE OIL COMPANY	040721-1	ALLOCATED FUEL CHG/DIESEL	\$10.39
FEECE OIL COMPANY	040721-1	ALLOCATED FUEL CHG/DIESEL	\$6.35
FEECE OIL COMPANY	040721-1	ALLOCATED FUEL CHG/GAS	\$4.69
FEECE OIL COMPANY	040721-1	ALLOCATED FUEL CHG/DIESEL	\$1.65
FEECE OIL COMPANY	040721-1	ALLOCATED FUEL CHG/GAS	\$7.15
FEECE OIL COMPANY	040721-1	ALLOCATED FUEL CHG/DIESEL	\$7.37
FEECE OIL COMPANY	040721-1	ALLOCATED FUEL CHG/GAS	\$25.12
FEECE OIL COMPANY	040721-1	ALLOCATED FUEL CHG/DIESEL	\$10.39
FEECE OIL COMPANY	040721-1	ALLOCATED FUEL CHG/DIESEL	\$6.35
FEECE OIL COMPANY	040721-1	ALLOCATED FUEL CHG/GAS	\$4.69
FEECE OIL COMPANY	042121-1	ALLOCATED FUEL CHG/GAS	\$4.59
FEECE OIL COMPANY	042121-1	ALLOCATED FUEL CHG/DIESEL	\$2.31
FEECE OIL COMPANY	042121-1	ALLOCATED FUEL CHG/GAS	\$3.57
FEECE OIL COMPANY	042121-1	ALLOCATED FUEL CHG/GAS	\$6.33
FEECE OIL COMPANY	042121-1	ALLOCATED FUEL CHG/GAS	\$22.60
FEECE OIL COMPANY	042121-1	ALLOCATED FUEL CHG/GAS	\$4.59
FEECE OIL COMPANY	042121-1	ALLOCATED FUEL CHG/DIESEL	\$2.31
FEECE OIL COMPANY	042121-1	ALLOCATED FUEL CHG/GAS	\$3.57
FEECE OIL COMPANY	042121-1	ALLOCATED FUEL CHG/GAS	\$6.33
FEECE OIL COMPANY	042121-1	ALLOCATED FUEL CHG/GAS	\$22.60
FEECE OIL COMPANY Total			\$204.24
FIRST ILLINOIS SYSTEMS, INC	042121-1	APRIL PEST CONTROL - PHILLIPS	\$31.00
FIRST ILLINOIS SYSTEMS, INC Total			\$31.00
FOX METRO WRD	042121-1	SPLASH CONCESSION 1/27 - 3/26	\$3.00
FOX METRO WRD	042121-1	SPLASH BATH 1/28 - 3/26	\$3.00
FOX METRO WRD Total			\$6.00
FVPD EMP. BENEFIT TRUST FUND	040121FV	APRIL HEALTH INSURANCE	\$904.45
FVPD EMP. BENEFIT TRUST FUND	040121FV	APRIL HEALTH INSURANCE	\$904.45
FVPD EMP. BENEFIT TRUST FUND Total			\$1,808.90
GERMANIA SEED COMPANY	040721-1	ANNUAL PLUGS FOR ANNUAL BEDS	\$330.53
GERMANIA SEED COMPANY	040721-1	ANNUAL PLUGS FOR ANNUAL BEDS	\$565.89
GERMANIA SEED COMPANY Total			\$896.42
HOME DEPOT CREDIT SERVICES	041421-1	BLDG MATERIAL - PHILLIPS	\$50.64
HOME DEPOT CREDIT SERVICES Total			\$50.64

Fox Valley Park District
Bills List
For the month of April



JR JUAREZ GENERAL WELDING	042121-1	ALUMINUM HAND HOLD FOR UNDERGROUND VALVE	\$2,800.00
JR JUAREZ GENERAL WELDING Total			\$2,800.00
MENARDS - MONTGOMERY	042121-1	FLOORING MATERIAL FOR ADMISSIONS	\$688.86
MENARDS - MONTGOMERY Total			\$688.86
MINER ELECTRONICS	042121-1	RADIO CONTRACT	\$171.25
MINER ELECTRONICS	042121-1	RADIO CONTRACT	\$171.25
MINER ELECTRONICS Total			\$342.50
NICOR GAS	042121-1	SPLASH - BATH HOUSE 3/11 - 4/11	\$424.42
NICOR GAS	042121-1	SPLASH CONCESSION 3/11 - 4/11	\$95.93
NICOR GAS	042121-1	PHILLIPS 3/8 - 4/6	\$217.21
NICOR GAS Total			\$737.56
NORTH AMERICAN	042121-1	CUSTODIAL SUPPLIES - PHILLIPS	\$342.06
NORTH AMERICAN Total			\$342.06
PPG ARCHITECTURAL FINISHES	040721-1	PAINT SUPPLIES - PHILLIPS	\$68.77
PPG ARCHITECTURAL FINISHES	042121-1	PAINT SUPPLIES - PHILLIPS	\$52.69
PPG ARCHITECTURAL FINISHES Total			\$121.46
TYLER BUSINESS FORMS	040121PC	AP/PAYROLL CHECKS AND DIRECT DEPOSIT FORMS	\$13.59
TYLER BUSINESS FORMS	040121PC	AP/PAYROLL CHECKS AND DIRECT DEPOSIT FORMS	\$13.59
TYLER BUSINESS FORMS Total			\$27.18
Grand Total			\$23,025.37