

AGENDA
JENKS AQUARIUM AUTHORITY – SPECAIL MEETING
BUDGET COMMITTEE MEETING
MONDAY, MAY 19, 2025, 11:00 AM
JENKS CITY HALL, 211 NORTH ELM

If you require special accommodations pursuant to the Americans with Disabilities Act, please notify the City Clerk’s Office at (918) 299-5883 or email agendas@jenksok.org.

CALL TO ORDER

ROLL CALL

BUSINESS

Official action can only be taken on items which appear on the agenda. The Aquarium Authority may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item.

1. Review of proposed changes to the approved FY 2024-2026 Biennial Budget
2. Recommend to the Jenks Aquarium Authority the Fiscal Year Two of the FY 2024-2026 Biennial Budget and its related documents to implement same.

ADJOURNMENT



Memorandum

To: Chair and Members of the Jenks Aquarium Authority

From: David Sims, CFO/Finance Director

Date: May 19, 2025

Re: **FY2026 Budget Highlights – JAA**

Revenue

- **Ticket Sales/Membership/E-tickets** – As of April 2025, the OK Aquarium has recorded \$5.112 million or 89.9% of the FY24-25 Ticket Sales/Membership/E-tickets revenue budget of \$5.688 million. Based on three-year averages for May and June, Staff estimates that the Aquarium will end this fiscal year with \$6.104 million in revenue in this category, which is \$0.416 million above budget. Staff is budgeting for an increase in these categories accordingly.
- **Education Programs/Events/Customer Experience** – As of April 2025, the OK Aquarium has recorded \$1.415 million or 72.5% of the FY24-25 Education Programs/Events/Customer Experience revenue budget of \$1.952 million. Based on three-year averages for May and June, Staff estimates that the aquarium will end this fiscal year with \$1.826 million in revenue in this category, which is \$0.126 million below budget. Staff is budgeting for a decrease in these categories accordingly.

Expenses

- **Personnel Expense**
 - Standard Pay Raise – A 6% base pay increase is budgeted for the FY25-26 budget, which is the amount that was budgeted for the current fiscal year. Additionally, some merit pay raises are included for key personnel. It is management's desire to continue the same percentage to make the Aquarium competitive with surrounding municipalities to retain/find exceptional employees.
 - Total Personnel Expense increases to \$4.363 million from \$3.987 million, which represents a total increase of \$0.377 million or a rate of 9.4%.
- **Maintenance & Operations**
 - Overall, the JAA Operating Fund is seeing an increase of \$0.127 million in Maintenance & Operations over the last fiscal year's budget. Increases in Repairs and Maintenance, Materials and Supplies, Contractual Services and Insurance costs account for 84.9% of the budgeted increase. The minimal variances from various accounts comprise the remaining 15.1% increase from the current fiscal year budget.
 - Total Maintenance & Operations increases to \$4.832 million from \$4.719 million, which represents a total increase of \$0.127 million or a rate of 2.4%. These increases are the result of the increase in sales/use tax collections budgeted for the fiscal year.

JENKS AQUARIUM AUTHORITY
FY 2024-2026 BIENNIAL REVENUE BUDGET
OPERATING FUND (FUND 90)
FY 24-25 ACTUAL FOR PERIOD ENDING MARCH 31, 2025

ACCOUNT NO.	REVENUES DESCRIPTION	FY 22-23	FY 22-23	FY 23-24	FY 23-24	FY 24-25	FY 24-25	FY 25-26	BUDGET CHANGE	
		ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL - 3/31	YR1 BUDGET	YR2 BUDGET		
90 4015	MEMBERSHIPS	785,666	720,000	\$ 881,322	900,000	722,934	\$ 915,000	\$ 915,000	-	1
90 4016-005	TICKET SALES	4,162,657	3,900,000	4,558,514	4,200,000	3,385,561	4,265,000	4,393,000	128,000	2
90 4028	ARCADE MACHINES	8,772	15,000	9,159	9,000	4,035	9,000	9,000	-	
90 4028-001	HURRICANE SIMULATOR	26,332	24,000	25,145	24,000	14,639	25,000	25,000	-	
90 4028-002	V.R. SIMULATOR	284,997	240,000	247,849	285,000	153,094	285,000	262,000	(23,000)	3
90 4028-003	MECHANICAL BULLSHARK	-	1,000	-	1,000	-	-	-	-	
90 4028-004	PRESSED PENNY MACHINE	8,101	5,000	10,638	5,000	4,538	6,000	6,000	-	
90 4028-005	PHOTO BOOTH	32,614	20,000	30,855	32,000	22,606	32,500	33,000	500	4
90 4028-006	CAROUSEL	154,431	160,000	198,256	240,000	141,201	240,000	204,000	(36,000)	5
90 4029/30-001	VENDING/ATM COMMISSION	4,052	9,000	8,322	7,500	3,443	7,600	7,600	-	
90 4031-001	EVENT SALES	164,730	105,000	129,370	160,000	74,376	160,000	144,000	(16,000)	6
90 4031-002	GIFT SHOP	263,880	175,000	236,564	260,000	190,936	264,000	251,000	(13,000)	7
90 4031-003	CAFÉ DELI	125,233	90,000	117,184	120,000	63,500	120,000	120,000	-	
90 4031-004	EVENT CATERING	23,377	25,000	24,031	25,000	18,205	25,000	25,000	-	
90 4031-011	HALLOWMARINE	85,261	70,000	110,755	80,000	65,467	81,500	81,500	-	8
90 4031-013	E-TICKETS	519,634	350,000	673,858	500,000	560,778	508,000	599,000	91,000	9
90 4100-4200	GRANTS & DONATIONS	230,092	60,000	240,300	264,950	-	40,000	40,000	-	
90 4101	STATE'S SALES TAX - MARKETING \$	280,377	224,000	308,014	252,000	232,200	256,000	287,000	31,000	10
90 4125	BIRTHDAY PARTIES	63,983	50,000	42,137	60,000	28,662	60,000	54,000	(6,000)	11
90 4130	REIMBURSEMENTS	750	-	785	-	1,165	-	-	-	
90 4130-001	FISH FOOD	318,287	225,000	292,203	300,000	182,641	305,000	290,000	(15,000)	12
90 4130-003	WISHING WELL	11,221	10,000	9,211	10,000	5,814	10,000	10,000	-	
90 4130-004	STROLLER RENTALS	1,373	4,000	1,402	1,300	1,370	1,300	1,300	-	
90 4140	MISCELLANEOUS	193,729	8,000	32,508	8,000	12,722	10,000	10,000	-	
90 4160-019	AQUARIUM RUN EVENT	57,332	50,000	41,245	50,000	3,625	51,000	51,000	-	13
90 4010-029	FISH AND FIREWORKS (4TH OF JULY EVENT)	9,689	16,000	12,271	10,000	5,790	5,000	5,000	-	
90 4160-024	SPECIAL EVENT	23,410	20,000	18,298	20,000	13,151	20,000	20,000	-	
90 4160-025	EXHIBIT DONATIONS	64,641	80,000	63,631	80,000	33,492	80,000	80,000	-	
90 4170-001	LEISURE HOSPITALITY RENT	68,840	50,000	68,698	50,000	32,243	50,000	50,000	-	
90 4190-001	INTEREST	91,798	1,000	188,864	75,000	153,957	75,000	100,000	25,000	14
90 4190-002	INTEREST ON INVESTMENTS	69,755	49,500	151,551	49,500	113,962	50,000	75,000	25,000	15
90 4312	EDUCATION PROGRAMS	239,009	105,000	298,679	190,000	140,736	193,000	232,000	39,000	16
90 4312-005	FISH FRIENDS DONATIONS	81,502	50,000	102,430	50,000	50,241	51,000	64,000	13,000	17
SUBTOTAL		8,455,526	6,911,500	9,134,046	8,319,250	6,437,086	8,200,900	8,444,400	243,500	
90 4510-001	FUND BAL OPERATING TXFR-JPWA FUND 59	-	500,000	-	500,000	-	500,000	500,000	-	
90 4510-017	TRANSFER FROM FUND 93	179,018	-	2,078,498	-	4,804,274	5,000,000	1,000,000	(4,000,000)	18
	FUND BALANCE - LOAN POOL DEBT SERVICE	-	-	-	-	-	-	-	-	
	FUND BALANCE - CAPITAL ITEMS	420,412	648,500	566,374	472,000	170,837	335,457	328,707	(6,750)	19
	FUND BALANCE - PERSONNEL IN 940	-	211,000	102,341	233,400	156,988	241,100	355,800	114,700	20
	FUND BALANCE - RISK MANAGEMENT	30,000	30,000	-	30,000	-	30,000	70,000	40,000	21
SUBTOTAL		629,429	1,389,500	2,747,213	1,235,400	5,132,098	6,106,557	2,254,507	(3,852,050)	
TOTALS		9,084,955	8,301,000	11,881,260	9,554,650	11,569,184	14,307,457	10,698,907	(3,608,550)	

* Transfer to Insurance & Cash Reimbursement for JAA Notes

ACCOUNT NO.	EXPENSES DESCRIPTION	FY 22-23	FY 22-23	FY 23-24	FY 23-24	FY 24-25	FY 24-25	FY 25-26	BUDGET CHANGE	
		ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL -3/31	YR1 BUDGET	YR2 BUDGET		
911	AQUARIUM OPERATIONS	458,697	403,500	403,178	439,000	335,463	451,100	493,960	42,860	22
911	AQUARIUM OPERATIONS - IMMOTION	75,240	120,000	105,845	142,500	76,547	142,500	131,000	(11,500)	23
912	EDUCATION PROGRAMS	168,418	154,300	146,457	200,800	120,715	191,200	202,155	10,955	24
913	EXHIBITS/LSS	1,763,421	2,033,800	1,881,536	2,262,200	1,516,195	2,489,100	2,606,740	117,640	25
915	DEVELOPMENT SERVICES	439,053	599,700	433,427	699,500	458,742	745,700	794,682	48,982	26
916	EVENTS	289,741	328,500	294,809	349,300	223,098	366,400	380,145	13,745	27
917	ODWC	3,316	-	-	205,000	14,837	-	-	-	28
918	VISITOR SERVICES	678,752	735,400	735,889	904,700	604,332	874,600	937,200	62,600	29
919	FACILITY	1,539,013	1,726,800	1,565,501	1,879,500	1,367,490	1,882,200	1,990,040	107,840	30
920	VOLUNTEERS	11,117	13,000	12,453	13,000	11,052	24,500	24,905	405	31
	SUBTOTAL	5,426,766	6,115,000	5,579,096	7,095,500	4,728,470	7,167,300	7,560,827	393,527	
									-	
611	DEBT SERVICE	1,216,901	1,296,500	1,197,496	1,301,500	877,437	1,297,500	1,278,500	(19,000)	32
923	JAA CAPITAL ITEMS	420,412	648,500	7,784,867	472,000	170,837	335,457	1,328,707	993,250	33
940	SPECIAL EXHIBITORY FORCE ACCOUNT	155,005	211,000	148,167	233,400	156,988	241,100	355,800	114,700	34
5500	TRANSFERS- RISK MANAGEMENT	30,000	30,000	-	30,000	-	30,000	70,000	40,000	35
	SUBTOTAL	1,822,318	2,186,000	9,130,530	2,036,900	1,205,261	1,904,057	3,033,007	1,128,950	
									-	
	TOTALS	7,249,084	8,301,000	14,709,626	9,132,400	5,933,731	9,071,357	10,593,834	1,522,477	

FOOTNOTES TO JAA

REVENUE

- 1 No increase based on current fiscal year estimate (\$915,000) and below 3-year average (\$860,000)
- 2 Increase based on current fiscal year estimate (\$4.484 million) and below 3-year average (\$4.4 million)
- 3 Decrease based on on current fiscal year estimate (\$224,000) and above 3-year average (\$252,000)
- 4 Increase based on current fiscal year performance (revenue split is 41% AQ and 59% Apple Photo Booth)
- 5 Decrease based on current fiscal year estimate (\$194,500) and above 3-year average (\$196,000)
- 6 Decrease based on current fiscal year estimate (\$126,000) and above 3-year average (\$140,000)
- 7 Decrease based on current fiscal year estimate (\$256,000) and above 3-year average (\$252,000)
- 8 No increase based on current and previous fiscal year performance
- 9 Increase based on current fiscal year estimate (\$707,000) and below 3-year average (\$633,000)
- 10 Revenue based on 4.5% (State's sales tax portion) of the revenue budget for Memberships, Ticket Sales, E-Tickets, VR Simulator and Carousel
- 11 Decrease based on current fiscal year estimate (\$41,500) and above 3-year average (\$49,000)
- 12 Decrease based on current fiscal year estimate (\$267,000) and below 3-year average (\$292,000)
- 13 No increase based on current and previous fiscal year performance
- 14 Increase based on anticipated current interest rates staying stable. Still fairly conservative on anticipated amounts for the entire fiscal year.
- 15 Increase based on anticipated current interest rates staying stable. Still fairly conservative on anticipated amounts for the entire fiscal year.
- 16 Increase based on current fiscal year estimate (\$296,000) and below 3-year average (\$277,000)
- 17 Increase based on current fiscal year estimate (\$83,000) and below 3-year average (\$89,000)
- 18 JAA Revenue Bond reimbursements for shark quarantine construction
- 19 Revenue is based on the expense budget - account 923 JAA Capital Items
- 20 Revenue is based on the expense budget - account 940 Special Exhibitory Force Account
- 21 Increase for wellness policy being implemented in FY26
- 22 Increase Personnel Expense for a 6% increase in pay, increase in Maintenance & Operations
- 23 50% revenue split, expense is based on the the revenue budget for VR simulator
- 24 Increase Personnel Expense for a 6% increase in pay, increase in Maintenance & Operations
- 25 Increase Personnel Expense for a 6% and merit pay increases and 2 new FT positions, increase for materials and supplies and repair and maintenance
Increase Personnel Expense for a 6% and merit pay increase in pay and promotion of 1 employee, increase in Maintenance & Operations and State Sales Tax Marketing due to
- 26 increased budget of revenue
- 27 Increase Personnel Expense for a 6% increase in pay, increase in Maintenance & Operations
- 28 No current ODWC grant to budget for current fiscal year
- 29 Increase Personnel Expense for a 6% and merit pay increases and 1 new FT position, increase for materials and supplies
Increase Personnel Expense for a 6% and merit pay increases, increase in material and supplies and repair and maintenance. Increase Insurance related to additional coverage
- 30 required for quarantine building. No increase in Utilities based on current fiscal year estimate (\$740,000) and below 3-year average (\$782,000)
- 31 Increase in materials and supplies and volunteer expense
- 32 Decrease in both principal and interest expense on the JPWA/JAA Pledge Loan refinancing
- 33 Increase due to the expenditures on the capital items list
- 34 Increase Personnel Expense for a 6% increase in pay and 2 new FT positions
- 35 Increase for wellness policy being implemented in FY26

**CITY OF JENKS/JPWA/JAA
CAPITAL ITEMS/PROJECTS FY 26
2024-2026 BIENNIUM**

FUND	ACCOUNT	OBJECT	DESCRIPTION	AMOUNT	FUND TOTAL
90	923	5392	ROOF REPAIRS	40,000	
90	923	5392	INTERIOR BUILDOUT OF QUARANTINE BUILDING	1,000,000	
90	923	5399	MOVEMENT OF SQ FREEZER TO SITE	20,265	
90	923	5399	STRADLE FORKLIFT	20,000	
90	923	5399	MAIN DECK REPLACEMENT	136,942	
90	923	5399	REPLACEMENT AC FOR ROOF	61,500	
90	923	5399	ROOFTOP CHILLER UNIT	25,000	
90	923	5399	SECURITY CAMERAS	25,000	1,328,707

\$ 1,328,707