



**STMA ARENA BOARD AGENDA
MONDAY, JANUARY 12, 2015
ALBERTVILLE CITY HALL
6:00 PM**

- 1. CALL TO ORDER – ROLL CALL**
- 2. ADOPT AGENDA**
- 3. APPROVAL OF THE MINUTES OF OCTOBER 13, 2014** (pgs. 1-2)
- 4. FINANCE REPORTS**
 - a) Approve the October list of claims as presented in the amount of \$13,328.11 and October report (pgs. 3-6)
 - b) Approve the November list of claims as presented in the amount of \$15,682.06 and November report (pgs. 7-10)
 - c) Approve the December list of claims as presented in the amount of 44,520.06 and December report (pgs. 11-15)
 - d) Memo on estimated arena cost for the Knight to Remember event 2015 (pg. 16)
- 5. ARENA MANAGER**
 - a) Monthly report – October, November and December 2014 (pgs. 17-18)
- 6. NEW BUSINESS**
 - a) *MOTION TO: Allow The Millside Tavern to provide the one-day liquor sales at the STMA Ice Arena for the “Knight to Remember” Event for 2015 (pg. 19)*
- 7. OLD BUSINESS**
- 8. YOUTH HOCKEY ASSOCIATION**
- 9. ADJOURN**

ST. MICHAEL-ALBERTVILLE ICE ARENA BOARD MINUTES

October 13, 2014

6:00 p.m.

Present: Members Gayle Weber, Dan Wagner, Kevin Kasel, and Larry Sorensen were present. Also present: STMA Ice Arena Manager Grant Fitch, City Administrator Adam Nafstad and City Finance Director Tina Lannes. Youth Hockey Association Members Josh Opiola arrived towards the end of the meeting. The meeting was called to order at 6:07 p.m. by Acting Chair Weber.

Set Agenda

Members Kasel\Sorensen **moved** to set the agenda as presented. All voted aye.

Approval of Minutes

Members Kasel\Sorensen **moved** to approve the minutes of the August 11, 2014 Board Meeting as presented. All voted aye.

Finance Reports

Member Kasel asked for the explanation of showing the expenses for the operations budget and why we need to show the expenses for use of operations. Lannes explained that the depreciation reserved for the dehumidification project of \$47,000 and since the money was not transferred to the capital fund the expenses need to be shown under operations. Lannes stated for future reporting the depreciation expense for this capital can be removed.

Members Kasel\Wagner **moved** to approve the August/September list of claims in the amount of \$228,021.46 and the September Financial Report as presented. All voted aye.

Arena Manager's Report

Fitch reported that the dehumidification system is working well so far. Fitch also noted that the new skate sharpener was delivered on September 3, 2014. There was discussion regarding the fundraiser thermometer and staff let the Board that they would be removing the sign.

Fitch updated the Board on the estimated summer ice rental and that Youth Hockey Association would like to hold their 2015 Knight To Remember event at the arena again. Nafstad reported that on average, the net financial result of a summer month with or without ice is about the same. The suggestion is to remove the ice for the event, keep it out until late May to accommodate Lacrosse, and put the ice back in for the summer hockey camps. The Board had some discussion on the options and agreed to take the ice out and try this option for 2015 and review it annually. The Board directed staff to come up with the estimated cost for the Knight To Remember event and present it at the next meeting.

Youth Hockey wants to expand advertising to the locker room doors and the Board agreed that it would be okay as long as it doesn't cause damage or more work for the arena staff.

Nafstad briefly updated the Board on recent gambling discussions had by the Albertville City Council and involving the Youth Hockey Association.

Youth Hockey Association

Josh Opiola mentioned that Youth Hockey Association is here to help and to let them know if there is anything they can assist with. Member Weber mentioned that the amount due from the Association to the STMA Ice Arena for the Knight To Remember event needs to cover the actual expenses and the estimated amount will be presented at the next meeting.

Member Sorensen asked if there was any more information on the study. Josh stated that they are expecting a presentation at a meeting in the near future.

Adjourn

Members Kasel\Sorensen **moved** to adjourn at approximately 6:58 p.m. All voted aye.

Attest:

Tina Lannes, City Finance Director



STMA Preliminary Budget to Actual October 2014 (Cash Basis)

	2014 Budget	October 2014 Actual	2014 Actual YTD 10/31/2014	% Annual
Income				
Ice Rental (currently includes Dec Acct. Rec.Collected)	\$243,450.00	\$23,513.02	\$174,775.18	71.79%
Concessions	\$33,000.00	\$1,442.50	\$17,697.60	53.63%
Other Revenues (Advertising/LMC/ins claims)	\$12,000.00	\$12,000.00	\$28,293.95	235.78%
Vending	\$1,100.00	\$14.40	\$703.18	63.93%
Open Skate/Hockey, etc	\$6,000.00	\$370.00	\$4,433.00	73.88%
Interest	\$500.00	\$0.00	\$0.00	0.00%
Misc Revenue	\$500.00	\$206.00	\$1,166.90	
Total Income	\$296,550.00	\$37,545.92	\$227,069.81	76.57%
Expenses				
Salaries, wages, taxes & Benefits	\$109,024.90	\$9,061.91	\$84,903.46	77.88%
Supplies (Office, misc)	\$1,500.00	\$79.81	\$1,641.33	109.42%
Supplies (Concession)	\$12,150.00	\$8.53	\$5,906.14	48.61%
Fuel, Misc	\$2,400.00	\$198.98	\$1,070.10	44.59%
Professional Services	\$15,000.00	\$257.94	\$13,634.90	90.90%
Sales Tax	\$3,200.00	\$0.00	\$1,449.81	45.31%
Telephone	\$1,000.00	\$71.28	\$741.90	74.19%
Electric	\$65,000.00	\$6,070.24	\$47,732.74	73.43%
Gas	\$8,000.00	\$79.97	\$8,600.46	107.51%
Water	\$17,500.00	\$687.31	\$13,302.54	76.01%
Refuse	\$1,300.00	\$75.89	\$1,047.73	80.59%
Insurance	\$9,000.00	\$0.00	\$8,690.00	96.56%
Administration	\$11,686.87	\$973.94	\$9,739.06	83.33%
Misc.	\$525.00	\$0.00	\$150.00	28.57%
Repair Maintenance – Machinery	\$10,000.00	\$434.55	\$1,066.48	10.66%
Repair Maintenance – Building	\$27,500.00	\$13,159.35	\$27,106.47	98.57%
Total Operating Expenses	\$294,786.77	\$31,159.70	\$226,783.12	76.93%
Net Income/Loss	\$1,763.23	\$6,386.22	\$286.69	

STMA CASH BALANCES AND RECEIVABLES

October 31, 2014

Cash Balance Operations

Cash Balance 1/1/14	\$ 98,405
Add Revenues (collected in 2014)	\$227,070
Less Dehumidification funds used	\$ 47,000
Less Expenses	\$226,783
Cash Balance 10/31/14	\$51,692
Cash for operations	\$51,692
Total Cash Balance 10/31/14	\$51,692

Accounts Receivable

October 31, 2014 - \$3,385

Cash Balance Dedicated Capital Improvement Fund

Arena Owner Dedicated Cap. Imp. Fund	
Beginning Balance 1/1/14	\$50,000
2013 contribution re. by STMA schools	\$10,000
2014 contribution rec. by St. Michael	\$0
2014 contribution rec. by Albertville	\$0
2014 contribution rec. by STMA Schools	\$0
Donations via Albertville Water Bills	\$353
2014 Capital Expenditures (dehumidification)	(\$196,131)
2014 Albertville dehumidification reimbursement	\$41,164
2014 At. Michael dehumidification reimbursement	\$41,164
2014 STMA Schools dehumidification reimbursement	\$0
Balance 10/31/14	(\$53,451)

STMA Vendor Check Detail Register

October 2014

Check Amt Invoice Comment

10100 Premier Bank

Paid Chk#	003108E	10/6/2014	COMDATA			
E 810-00000-252	Food/Concessions For Resale			\$8.53	090817	STMA Arena Concessions Acct Code CB951
Paid Chk#	003116E	10/6/2014	RANDYS ENVIRONMENTAL SERVICES			
E 810-00000-384	Refuse/Garbage Disposal			\$75.89	STMA Oct 2014	STMA Arena Garbage
Paid Chk#	003150E	10/20/2014	FERRELLGAS			
E 810-00000-212	Motor Fuels			\$135.49	1083816432	STMA Arena Fuel
E 810-00000-212	Motor Fuels			\$63.49	1083930510	STMA Arena Fuel
Paid Chk#	003152E	10/20/2014	MP NEXLEVEL, LLC			
E 810-00000-405	Repair/Maint - Buildings			\$3,805.85	114992	STMA Arena Fiber Repair
Paid Chk#	003157E	10/20/2014	RUSSELL SECURITY RESOURCE INC.			
E 810-00000-200	Office Supplies (GENERAL)			\$52.00	A24188	STMA Arena Padlock
Paid Chk#	003188E	10/28/2014	XCEL ENERGY			
E 810-00000-381	Electric Utilities			\$6,042.29	0542327499	STMA Arena
Paid Chk#	033632	10/6/2014	ARAMARK UNIFORM SERVICES			
E 810-00000-405	Repair/Maint - Buildings			\$11.87	629-8070030	STMA Arena Mats & Mop
Paid Chk#	033635	10/6/2014	BLI LIGHTING SPECIALISTS			
E 810-00000-405	Repair/Maint - Buildings			\$565.00	00575831	STMA Arena Wallpack, Electric Mat, Wire, Overhead
Paid Chk#	033669	10/6/2014	SCR, INC - ST. CLOUD			
E 810-00000-405	Repair/Maint - Buildings			\$660.00	288153	STMA Arena Refrig Equip Maint Oct 2014
Paid Chk#	033672	10/6/2014	STEP SAVER INC			
E 810-00000-405	Repair/Maint - Buildings			\$112.31	83330	STMA Arena Salt & Resin Cleaner
Paid Chk#	033676	10/6/2014	AUTUMN RIDGE LANDSCAPING INC			
E 811-00000-520	Buildings and Structures			\$480.00		seeding dehumid project
Paid Chk#	033683	10/20/2014	ARAMARK UNIFORM SERVICES			
E 810-00000-405	Repair/Maint - Buildings			\$11.87	629-8079017	STMA Arena Mats, Mop
Paid Chk#	033684	10/20/2014	BCBS OF MINNESOTA			
E 810-00000-130	Employer Paid Ins (GENERAL)			\$792.25	CI261100NOV1	Emp Health Ins
Paid Chk#	033686	10/20/2014	CENTERPOINT ENERGY			
E 810-00000-383	Gas Utilities			\$79.97	53901310SEP14	STMA Arena 5898 Lachman Ave NE
Paid Chk#	033687	10/20/2014	CHARTER COMMUNICATIONS			
E 810-00000-321	Telephone			\$71.28	STMAOCT14	STMA Arena Phone
Paid Chk#	033689	10/20/2014	CONTINENTAL SAFETY EQUIPMENT			
E 810-00000-300	Professional Svcs (GENERAL)			\$257.94	437042	STMA Arena Air Quality Testing Gas

Paid Chk# 033694 10/20/2014 **DJS TOTAL HOME CARE CTR-ARENA**

E 810-00000-405	Repair/Maint - Buildings	\$97.09	78972
E 810-00000-405	Repair/Maint - Buildings	\$4.99	79200

STMA Arena Air Filters
STMA Arena Batteries

810 STMA ARENA \$12,848.11

811 Arena Dedicated Cap Imp Fund \$480.00



STMA Preliminary Budget to Actual November 2014 (Cash Basis)

	2014 Budget	November 2014 Actual	2014 Actual YTD 11/30/2014	% Annual
Income				
Ice Rental (currently includes Dec Acct. Rec.Collected)	\$243,450.00	\$38,807.50	\$213,582.68	87.73%
Concessions	\$33,000.00	\$3,157.75	\$20,855.35	63.20%
Other Revenues (Advertising/LMC/ins claims)	\$12,000.00	\$0.00	\$28,293.95	235.78%
Vending	\$1,100.00	\$0.00	\$703.18	63.93%
Open Skate/Hockey, etc	\$6,000.00	\$240.00	\$4,673.00	77.88%
Interest	\$500.00	\$0.00	\$0.00	0.00%
Misc Revenue	\$500.00	\$208.00	\$1,374.90	
Total Income	\$296,550.00	\$42,413.25	\$269,483.06	90.87%
Expenses				
Salaries, wages, taxes & Benefits	\$109,024.90	\$10,704.17	\$95,607.63	87.69%
Supplies (Office, misc)	\$1,500.00	\$0.00	\$1,641.33	109.42%
Supplies (Concession)	\$12,150.00	\$3,890.22	\$9,796.36	80.63%
Fuel, Misc	\$2,400.00	\$270.98	\$1,341.08	55.88%
Professional Services	\$15,000.00	\$2,385.45	\$16,020.35	106.80%
Sales Tax	\$3,200.00	\$103.56	\$1,553.37	48.54%
Telephone	\$1,000.00	\$71.28	\$813.18	81.32%
Electric	\$65,000.00	\$5,151.12	\$52,883.86	81.36%
Gas	\$8,000.00	\$1,992.02	\$10,592.48	132.41%
Water	\$17,500.00	\$1,368.81	\$14,671.35	83.84%
Refuse	\$1,300.00	\$75.71	\$1,123.44	86.42%
Insurance	\$9,000.00	\$0.00	\$8,690.00	96.56%
Administration	\$11,686.87	\$973.91	\$10,712.97	91.67%
Misc.	\$525.00	\$60.00	\$210.00	40.00%
Repair Maintenance – Machinery	\$10,000.00	\$0.00	\$1,066.48	10.66%
Repair Maintenance – Building	\$27,500.00	\$1,142.73	\$28,249.20	102.72%
Total Operating Expenses	\$294,786.77	\$28,189.96	\$254,973.08	86.49%
Net Income/Loss	\$1,763.23	\$14,223.29	\$14,509.98	

STMA CASH BALANCES AND RECEIVABLES

November 30, 2014

Cash Balance Operations

Cash Balance 1/1/14	\$ 98,405
Add Revenues (collected in 2014)	\$269,483
Less Dehumidification funds used	\$ 47,000
Less Expenses	\$254,973
Cash Balance 11/30/14	\$ 65,915
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Cash for operations	\$65,915
Total Cash Balance 11/30/14	\$65,915

Accounts Receivable

November 30, 2014 - \$5,387.50

Cash Balance Dedicated Capital Improvement Fund

Arena Owner Dedicated Cap. Imp. Fund	
Beginning Balance 1/1/14	\$50,000
2013 contribution re. by STMA schools	\$10,000
2014 contribution rec. by St. Michael	\$0
2014 contribution rec. by Albertville	\$0
2014 contribution rec. by STMA Schools	\$0
Donations via Albertville Water Bills	\$353
2014 Capital Expenditures (dehumidification)	(\$196,131)
2014 Albertville dehumidification reimbursement	\$41,164
2014 At. Michael dehumidification reimbursement	\$41,164
2014 STMA Schools dehumidification reimbursement	\$0
Balance 11/30/14	(\$53,451)

STMA Vendor Check Detail Register

November 2014

Check Amt Invoice Comment

10100 Premier Bank

Paid Chk#	Date	Vendor	Check Amt	Invoice	Comment
Paid Chk# 003180E 11/3/2014 RANDYS ENVIRONMENTAL SERVICES					
E 810-00000-384		Refuse/Garbage Disposal	\$75.71	STMANov 2014	STMA Arena 10/18/14
Paid Chk# 003185E 11/3/2014 WATSON COMPANY					
E 810-00000-252		Food/Concessions For Resale	\$812.47	844737	STMA Arena Concessions
Paid Chk# 003199E 11/17/2014 FERRELLGAS					
E 810-00000-212		Motor Fuels	\$117.49	1084234345	STMA Arena Propane
E 810-00000-212		Motor Fuels	\$153.49	1084429304	STMA Arena Propane
Paid Chk# 003208E 11/17/2014 WATSON COMPANY					
E 810-00000-252		Food/Concessions For Resale	\$611.29	845164	STMA Arena Concessions
E 810-00000-252		Food/Concessions For Resale	\$200.42	845390	STMA Arena Concessions
Paid Chk# 003209E 11/17/2014 WRIGHT-HENNEPIN COOP ELECTRIC					
E 810-00000-381		Electric Utilities	\$27.95	STMADEC14	STMA Arena Fire Panel Monitoring Dec 2014
Paid Chk# 033727 11/3/2014 292 DESIGN GROUP, INC.					
E 810-00000-300		Professional Svcs (GENERAL)	\$1,761.55	13027.02-5	STMA Arena Dehumid & Insulation Retrofit 8/1/14-9/30/14
Paid Chk# 033728 11/3/2014 ARAMARK UNIFORM SERVICES					
E 810-00000-405		Repair/Maint - Buildings	\$14.25	629-8088008	STMA Arena Mats, Mop
E 810-00000-405		Repair/Maint - Buildings	\$14.25	629-8096980	STMA Arena Mats, Mop
Paid Chk# 033734 11/3/2014 CJ S LINEN SERVICE					
E 810-00000-399		Miscellaneous	\$35.00	31052	STMA Arena Rug cleaned, bar towels
Paid Chk# 033736 11/3/2014 COCA COLA ENTERPRISES BOTTLING					
E 810-00000-254		Soft Drinks/Mix For Resale	\$429.60	0158197607	STMA Arena dofs & Powerade
Paid Chk# 033737 11/3/2014 EBERT CONSTRUCTION					
E 810-00000-405		Repair/Maint - Buildings	\$245.00	21622400	STMA Arena Repair snow retention and replace clips
Paid Chk# 033741 11/3/2014 JORSON & CARLSON INC					
E 810-00000-300		Professional Svcs (GENERAL)	\$55.65	0381819	STMA Arena Ice Scraper Knives Sharpened
Paid Chk# 033753 11/3/2014 SCR, INC - ST. CLOUD					
E 810-00000-405		Repair/Maint - Buildings	\$660.00	289725	STMA Arena Maint Contract Refrig Equip
Paid Chk# 033757 11/6/2014 CARD SERVICES(ARENA)					
E 810-00000-252		Food/Concessions For Resale	\$17.88	102416	CB951 STMA Arena Concessions
Paid Chk# 033763 11/17/2014 ALS COFFEE					
E 810-00000-252		Food/Concessions For Resale	\$969.50	125883	STMA Arena coffe, hot coco, cups, lids
Paid Chk# 033767 11/17/2014 BCBS OF MINNESOTA					
E 810-00000-130		Employer Paid Ins (GENERAL)	\$792.25	CI261100DEC1	Emp Health Ins

Paid Chk# 033772 11/17/2014 **CHARTER COMMUNICATIONS**
E 810-00000-321 Telephone \$71.28 STMANOV14 STMA Arena Phone

Paid Chk# 033774 11/17/2014 **COCA COLA ENTERPRISES BOTTLING**
E 810-00000-254 Soft Drinks/Mix For Resale \$499.68 0158199010 STMA Arena Soda, Water, PowerAde

Paid Chk# 033777 11/17/2014 **DJS TOTAL HOME CARE CTR-ARENA**
E 810-00000-405 Repair/Maint - Buildings \$3.91 79593 STMA Arena fasteners, propane cylinder

Paid Chk# 033786 11/17/2014 **METLIFE-GROUP BENEFITS**
E 810-00000-130 Employer Paid Ins (GENERAL) \$314.16 JUL-AUG14 Emp Life, Dental Stdis
E 810-00000-130 Employer Paid Ins (GENERAL) \$157.08 NOV14 Emp Life, Dental Stdis
E 810-00000-130 Employer Paid Ins (GENERAL) \$157.08 OCT14 Emp Life, Dental Stdis
E 810-00000-130 Employer Paid Ins (GENERAL) \$157.08 SEP14 Emp Life, Dental Stdis

Paid Chk# 033796 11/17/2014 **POSTMASTER**
E 810-00000-433 Dues and Subscriptions \$60.00 STMA2014 STMA Arena PO Box 193 Annual Renewal

Paid Chk# 033804 11/24/2014 **XCEL ENERGY**
E 810-00000-381 Electric Utilities \$5,123.17 0546173786 STMA Arena 589 Lachman Ave NE

810 STMA ARENA

\$15,682.06

STMA Preliminary Budget to Actual December 2014 (Cash Basis)

	2014 Budget	December 2014 Actual	2014 Actual YTD 12/31/14	% Annual
Income				
Ice Rental (currently includes Dec Acct. Rec.Collected)	\$243,450.00	\$40,735.00	\$254,317.68	104.46%
Concessions	\$33,000.00	\$10,586.25	\$31,441.60	95.28%
Other Revenues (Advertising/LMC/ins claims)	\$12,000.00	\$958.70	\$29,252.65	243.77%
Vending	\$1,100.00	\$259.25	\$962.43	87.49%
Open Skate/Hockey, etc	\$6,000.00	\$2,412.00	\$7,085.00	118.08%
Interest	\$500.00	\$0.00	\$0.00	0.00%
Misc Revenue	\$500.00	\$851.00	\$2,225.90	
Total Income	\$296,550.00	\$55,802.20	\$325,285.26	109.69%
Expenses				
Salaries, wages, taxes & Benefits	\$109,024.90	\$16,875.77	\$112,483.40	103.17%
Supplies (Office, misc)	\$1,500.00	\$0.00	\$1,641.33	109.42%
Supplies (Concession)	\$12,150.00	\$3,562.54	\$13,358.90	109.95%
Fuel, Misc	\$2,400.00	\$216.98	\$1,558.06	64.92%
Professional Services	\$15,000.00	\$508.51	\$16,528.86	110.19%
Sales Tax	\$3,200.00	\$0.00	\$1,553.37	48.54%
Telephone	\$1,000.00	\$71.28	\$884.46	88.45%
Electric	\$65,000.00	\$5,968.24	\$58,852.10	90.54%
Gas	\$8,000.00	\$3,296.98	\$13,889.46	173.62%
Water	\$17,500.00	\$0.00	\$14,671.35	83.84%
Refuse	\$1,300.00	\$248.50	\$1,371.94	105.53%
Insurance	\$9,000.00	\$0.00	\$8,690.00	96.56%
Administration	\$11,686.87	\$973.90	\$11,686.87	100.00%
Misc.	\$525.00	\$407.46	\$617.46	117.61%
Repair Maintenance – Machinery	\$10,000.00	\$3,259.06	\$4,325.54	43.26%
Repair Maintenance – Building	\$27,500.00	\$1,111.74	\$29,360.94	106.77%
Total Operating Expenses	\$294,786.77	\$36,500.96	\$291,474.04	98.88%
Net Income/Loss	\$1,763.23	\$19,301.24	\$33,811.22	

STMA CASH BALANCES AND RECEIVABLES

December 31, 2014

Cash Balance Operations

Cash Balance 1/1/14	\$ 98,405
Add Revenues (collected in 2014)	\$325,285
Less Dehumidification funds used	\$ 47,000
Less Expenses	\$291,474
Cash Balance 12/31/14	\$ 85,216
Cash for operations	\$85,216
Total Cash Balance 12/31/14	\$85,216

Accounts Receivable

December 31, 2014 - \$41,040

Cash Balance Dedicated Capital Improvement Fund

Arena Owner Dedicated Cap. Imp. Fund	
Beginning Balance 1/1/14	\$50,000
2013 contribution re. by STMA schools	\$10,000
2014 contribution rec. by St. Michael	\$15,000
2014 contribution rec. by Albertville	\$15,000
2014 contribution rec. by STMA Schools	\$15,000
Donations via Albertville Water Bills	\$353
2014 Capital Expenditures (dehumidification)	(\$220,446)
2014 Albertville dehumidification reimbursement	\$41,164
2014 At. Michael dehumidification reimbursement	\$41,164
2014 STMA Schools dehumidification reimbursement	\$41,164
Balance 12/31/14	\$8,398

STMA Vendor Check Detail Register

December 2014

Check Amt Invoice Comment

10100 Premier Bank

Paid Chk# 003217E	12/1/2014	WATSON COMPANY			
E 810-00000-252	Food/Concessions For Resale		\$184.80	845622	STMA Arena Concessions
E 810-00000-252	Food/Concessions For Resale		\$164.58	845881	STMA Arena Concessions
Paid Chk# 003265E	12/15/2014	CTM SERVICES, INC			
E 810-00000-404	Repair/Maint - Machinery/Equip		\$3,080.02	3154	STMA Arena Repair 2003 Olympia
Paid Chk# 003268E	12/15/2014	FERRELLGAS			
E 810-00000-212	Motor Fuels		\$99.49	1084639178	STMA Arena Propane
E 810-00000-212	Motor Fuels		\$117.49	1084894517	STMA Arena Propane
Paid Chk# 003274E	12/15/2014	RANDYS ENVIRONMENTAL SERVICES			
E 810-00000-384	Refuse/Garbage Disposal		\$248.50	STMADec14	STMA Arena Garbage
Paid Chk# 003279E	12/15/2014	WATSON COMPANY			
E 810-00000-252	Food/Concessions For Resale		\$138.58	845989	STMA Arena Conecttions
E 810-00000-252	Food/Concessions For Resale		\$696.33	846339	STMA Arena Concessions
E 810-00000-252	Food/Concessions For Resale		(\$22.62)	846339	STMA Arena Concessions
Paid Chk# 003281E	12/15/2014	WRIGHT-HENNEPIN COOP ELECTRIC			
E 810-00000-381	Electric Utilities		\$27.95	STMA JAN15	STMA Arena Fire Panel Monitor Jan 15
Paid Chk# 003285E	12/29/2014	BECKER ARENA PRODUCTS, INC			
E 810-00000-404	Repair/Maint - Machinery/Equip		\$179.04	00100634	STMA Arena Rivet Trusshead & Edger Blade
Paid Chk# 003293E	12/31/2014	WATSON COMPANY			
E 810-00000-252	Food/Concessions For Resale		\$674.46	0846940	STMA Arena Concessions
Paid Chk# 033828	12/1/2014	PICK ELECTRIC			
E 810-00000-405	Repair/Maint - Buildings		\$125.00	111414	STMA Arena GFI to front entry & above bleachers
Paid Chk# 033833	12/1/2014	STEP SAVER INC			
E 810-00000-405	Repair/Maint - Buildings		\$80.32	84988	STMA Arena Bulk Salt & Resin Cleaner
Paid Chk# 033839	12/15/2014	AMERICAN SUPPLY GROUP INC.			
E 810-00000-405	Repair/Maint - Buildings		\$234.02	44600	STMA Arena Cleaning Supplies
E 810-00000-405	Repair/Maint - Buildings		\$28.40	44623	STMA Arena Cleaners
Paid Chk# 033841	12/15/2014	ARAMARK UNIFORM SERVICES			
E 810-00000-405	Repair/Maint - Buildings		\$14.25	629-8115194	STMA Arena Mats, Mop, Laundry Bag
Paid Chk# 033843	12/15/2014	CARD SERVICES(ARENA)			
E 810-00000-252	Food/Concessions For Resale		\$13.41	111714	STMA Arena Concessions
Paid Chk# 033850	12/15/2014	COCA COLA ENTERPRISES BOTTLING			
E 810-00000-254	Soft Drinks/Mix For Resale		\$857.76	0168190912	STMA Arena Soda, Powerade, Water
Paid Chk# 033852	12/15/2014	DAN DEHMER LANDSCAPING INC			
E 810-00000-300	Professional Svcs (GENERAL)		\$230.00	5220	STMA Arena Nov Snowplow
Paid Chk# 033853	12/15/2014	DEHMER FIRE PROTECTION			
E 810-00000-405	Repair/Maint - Buildings		\$50.00	2524	STMA Arena Fire Extinguisher Srvc

Paid Chk# 033857	12/15/2014	DJS TOTAL HOME CARE CTR-ARENA			
E 810-00000-405	Repair/Maint - Buildings		\$9.99	80079	STMA Arena Thermometer
Paid Chk# 033867	12/15/2014	MINNESOTA DEPT OF HEALTH			
E 810-00000-433	Dues and Subscriptions		\$332.00	2015	STMA Arena 2015 Food, Bev License
Paid Chk# 033872	12/15/2014	OMANN BROTHERS			
E 811-00000-520	Buildings and Structures		\$13,200.00	24044	STMA Arena Dehumidifier Pad & Restoration
Paid Chk# 033875	12/15/2014	SCR, INC - ST. CLOUD			
E 810-00000-405	Repair/Maint - Buildings		\$660.00	291114	STMA Arena Maint Contract Refrig Equip
Paid Chk# 033883	12/15/2014	WEIDNERS PLUMBING & HEATING CO			
E 810-00000-520	Buildings and Structures		\$11,115.15	241211	STMA Arena
Paid Chk# 033887	12/22/2014	ALS COFFEE			
E 810-00000-252	Food/Concessions For Resale		\$396.50	125579	STMA Arena Coffe, Hot Chocoale, Cups
Paid Chk# 033888	12/22/2014	ARAMARK UNIFORM SERVICES			
E 810-00000-405	Repair/Maint - Buildings		\$14.25	629-8124354	STMA Arena Mats, Mop
Paid Chk# 033889	12/22/2014	BANYON DATA SYSTEMS			
E 810-00000-300	Professional Svcs (GENERAL)		\$222.86	00152162	Win Support
Paid Chk# 033890	12/22/2014	BCBS OF MINNESOTA			
E 810-00000-130	Employer Paid Ins (GENERAL)		\$752.75	CI261100JAN15	Emp Health Ins
Paid Chk# 033894	12/22/2014	CENTERPOINT ENERGY			
E 810-00000-383	Gas Utilities		\$3,296.98	53901310NOV14	STMA Arena 5898 Lachman Ave
Paid Chk# 033895	12/22/2014	CHARTER COMMUNICATIONS			
E 810-00000-321	Telephone		\$71.28	STMADEC14	STMA Arena Phone
Paid Chk# 033897	12/22/2014	COCA COLA ENTERPRISES BOTTLING			
E 810-00000-254	Soft Drinks/Mix For Resale		\$472.04	0168191909	STMA Arena Soft Drinks
Paid Chk# 033903	12/22/2014	METLIFE-GROUP BENEFITS			
E 810-00000-130	Employer Paid Ins (GENERAL)		\$157.08	DEC14	Emp Life, Dental, Stdls, Vision
Paid Chk# 033913	12/22/2014	WATSON COMPANY			
E 810-00000-252	Food/Concessions For Resale		\$336.08	846556	STMA Arena Concessions
Paid Chk# 033917	12/22/2014	XCEL ENERGY			
E 810-00000-381	Electric Utilities		\$5,940.29	0550510905	STMA Arena 303459708
Paid Chk# 033925	12/29/2014	METLIFE-GROUP BENEFITS			
E 810-00000-130	Employer Paid Ins (GENERAL)		\$164.55	JAN2015	Emp Life, Dental, Stdls
Paid Chk# 033936	12/31/2014	ARAMARK UNIFORM SERVICES			
E 810-00000-405	Repair/Maint - Buildings		\$14.25	6298133320	STMA Arena
Paid Chk# 033937	12/31/2014	JORSON & CARLSON INC			
E 810-00000-300	Professional Svcs (GENERAL)		\$55.65	390930	STMA Arena Ice Scrap Knives Sharpened

Paid Chk# 033943 12/31/2014 **STEP SAVER INC**
E 810-00000-405 Repair/Maint - Buildings

\$86.58 086375 Bulk Salt

Fund Summary

810 STMA ARENA	\$31,320.06
811 Arena Dedicated Cap Imp Fund	<u>\$13,200.00</u>
Total	\$44,520.06



2015 Knight to Remember cost estimate

Date: November 6, 2014
To: STMA Arena Board
From: Tina Lannes, City Finance Director

As requested, below please find an estimated break-down of operational costs associated with the annual Knight to Remember Event. In the past Youth Hockey Association has paid \$400 to \$450 per event. Based on the amount below, the charge for 2015 will be \$625, unless directed otherwise.

Expense	Estimated Amount
Garbage (1 ea)	\$115.00
Employees (22 hrs)	\$278.00
Heat (30 hours)	\$90.00
Lighting (30 hrs)	\$60.00
Dehumid. (10 hrs)	\$80.00
Total	\$623.00

This amount does not include Grant's time



MANAGER' GENERAL UPDATE

Date: January 12th, 2015
To: STMA Arena Board
From: Grant Fitch, STMA Arena Manager

ARENA RENTAL HOURS:

OCTOBER

<u>Name</u>	<u>Prime-time</u>	<u>Off-peak</u>
Youth Hockey	171.75 hours	
Adult Hockey	0 hours	
High School Boys/Girls	15 hours	
Public Skating/OH	5.5 hours	
Private rentals	20.5 hours	
Learn to Skate	6 hours	
<hr/>		
Total hours	218.75 hours	

NOVEMBER

<u>Name</u>	<u>Prime-time</u>	<u>Off-peak</u>
Youth Hockey	146 hours	
Adult Hockey	6 hours	
High School Boys/Girls	49.25 hours	
Public Skating/OH	9.25 hours	
Private rentals	2.5 hours	
Learn to Skate	4 hours	
<hr/>		
Total hours	217 hours	

DECEMBER

<u>Name</u>	<u>Prime-time</u>	<u>Off-peak</u>
Youth Hockey	151 hours	
Adult Hockey	6 hours	
High School Boys/Girls	64.25 hours	
Public Skating/OH	28.25 hours	
Private rentals	2.25 hours	
Learn to Skate	0 hours	
<hr/>		
Total hours	251.75 hours	

Dehumidification Update: The new system continues to work well and has been alarm-free for the past several months.

Operations: No major repairs at this time.

Meeting Tuesday December 2nd 2014 (National Sports Center):

Present: Adam Nafstad, Steve Bot, Jillian Hendrickson, Roger Lucy (STMA - YHA), Chris Hanson (STMA - YHA), Grant Fitch, Mark Erickson (Research Analyst for the STMA study), Steve Olson (Chief Operating officer) and Pete Carlson (Arena Manager - National Sports Center.)

This was a great opportunity for the groups to meet and discuss concerns regarding funding/financing, expansion and added operations. We look forward to continuing to work the MASC to evaluate athletic needs in our community.

Open Skate / Open Hockey (Dec 22 through Jan 2): Good turn out with about 25 kids per session over the holiday break. Total hours for Open Skate = 15.25 and Open Hockey =13.



MEMORANDUM

Date: December 4, 2014
To: STMA Arena Board
From: Adam Nafstad, Albertville Administrator
Re: Liquor Sales for “Knight to Remember” Event

The Millside Tavern, owned by Becky Berning and operated out of St. Michael, has indicated they wish to provide the liquor for the “Knight to Remember” event on March 21st. The Millside Tavern currently holds an on-sale intoxicating liquor license, but does not hold a caterer’s permit. Generally, an on-sale establishment may sell intoxicating liquor off its premises only if it holds a caterer’s permit and if the sale of the liquor is secondary to food service at an event. However, a provision in Minnesota State Statute 340A.404 subd. 4 allows “a City to authorize a retail on-sale licensee (licensee within the City or an adjacent municipality) to dispense intoxicating liquor at any convention, banquet, conference, meeting or social affair conducted on the premises of a sports, convention or cultural facility owned by the City”. This provision allows The Millside Tavern to provide liquor at the event where they would not otherwise be able to do so.

At their November 17th meeting, the Albertville Council approved the one-day liquor sale at the STMA Ice Arena, contingent upon 1) the receipt of proof of general and liquor liability insurance, 2) proof of current liquor licenses held, and 3) approval of the STMA Ice Arena Board.

Staff discussed the relevant statute with the City Attorney and it appears the City of Albertville meets the statutory requirements to give this authorization. Staff also spoke with the STMA Ice Arena insurance agent and no issues were seen, so long as the licensee names the STMA Ice Arena as the location and clarifies the date of the event.

No fee is associated with the authorization.

If the Arena Board agrees with the one-day liquor sale, the following motion is requested:

MOTION TO: Allow The Millside Tavern to provide the one-day liquor sales at the STMA Ice Arena for the “Knight to Remember” Event for 2015.