



**STMA ARENA BOARD AGENDA
MONDAY, OCTOBER 14, 2019
ALBERTVILLE CITY HALL
6:00 PM**

- 1. CALL TO ORDER – ROLL CALL**
- 2. ADOPT AGENDA**
- 3. APPROVAL OF THE MINUTES OF SEPTEMBER 9, 2019 (pgs. 1-2)**
- 4. FINANCE REPORTS**
 - a) Approve the September list of claims as presented in the amount of \$8,826.06 and September report (pgs. 3-6)
- 5. ARENA MANAGER**
 - a) Monthly report (pg. 7)
- 6. OLD BUSINESS**
- 7. NEW BUSINESS**
- 8. YOUTH HOCKEY ASSOCIATION**
- 9. ADJOURN**

ST. MICHAEL-ALBERTVILLE ICE ARENA BOARD MINUTES

September 9, 2019

6:00 p.m.

Present: Chairman Kevin Kasel and members, John Vetsch, Kari Dwinnell, Larry Sorensen and Ryan Gleason. **Absent:** members Tim Lewis and Aaron Cocking. Also present: City Administrator Adam Nafstad, City Finance Director Tina Lannes, STMA Arena Manager Grant Fitch, STMA School District Superintendent Dr. Ann-Marie Foucault, and Garret from STMA Youth Hockey Association. The meeting was called to order at 6:02 p.m. by Chairman Kasel.

Set Agenda

Members Sorensen/Vetsch **moved** to set the agenda as presented. All voted aye.

Approval of Minutes

Member Dwinnell asked staff if the Live Barn contract has been remitted to the City Attorney and the School District. Nafstad stated it has been provided to the City Attorney and will look into when it will be provided to the school district. Nafstad mentioned that there were some questions on the contract.

Members Vetsch/Sorensen **moved** to approve the minutes of the August 12, 2019 Board Meeting as presented. All voted aye.

Finance Reports

Lannes presented the financials noting that there was nothing out of the ordinary to point out, but as the season gets started the board will see the ice rental revenue start to increase again.

Members Vetsch/Sorensen moved to approve the August list of claims totaling \$21,613.18 and the August Financial Report as presented. All voted aye.

Arena Manager's Report

Fitch reported that the Midwest Hockey for next summer verbal agreement in which they have requested a reduced rate for practices next summer. Nafstad stated he would bring back the bulk ice discount after doing more research.

Nafstad provided an update for Live Barn on the contract and he will continue to work on it with the attorney. Also, staff will ask about the additional monitor that is stated in the contract; if there are other options.

Member Dwinnell asked staff if there was anything on the figure skating club. Fitch mentioned that the Buffalo Figure Skating Club is using our ice as a supplement. Also, the other organizations that staff reached out to all want prime time ice in which the availability is not there. In addition, Elk River is also looking for ice hours this year due to the loss of a sheet while they build another. Member Sorensen asked if we know how these private rentals are finding our ice mentioning, if it is on Facebook. Fitch said that several private rentals, he believes, started from Facebook.

Member Sorensen asked if there was an update on the situation of the ice color. Fitch informed the board that the new rink will take longer to replace, but the old sheet would possibly take a week to replace due to the concrete floor, but either way it will have to wait until Spring 2020. Member Sorensen asked how we prevent this from happening again. Fitch reported that those items have been discussed, but currently it is all under warranty.

Youth Hockey Association

Garret told the board that they start tonight and are excited for a great year ahead.

Adjourn

Members Sorensen/Dwinnell **moved** to adjourn at approximately 6:19 p.m. All voted aye.

Attest:

Tina L. Lannes, City Finance Director



STMA Ice Arena Budget to Actual September 2019 (Cash Basis)

	2019 Budget	September 2019 Actual	2019 Actual YTD 9/30/19	2019 YTD % of Budget
Income				
Ice Rental	\$600,346.76	\$30,914.72	\$327,307.77	54.52%
Concessions	\$55,000.00	\$790.50	\$43,474.50	79.04%
Room Rental	\$0.00	\$0.00	\$100.00	
Other Revenues (Advertising/LMC/Ins Claims)	\$20,000.00	\$12,350.00	\$13,459.45	67.30%
Vending	\$2,000.00	\$0.00	\$862.05	43.10%
Open Skate/Hockey, etc.	\$7,000.00	\$886.00	\$11,383.80	162.63%
Interest	\$1,600.00	\$0.00	\$0.00	0.00%
Misc. Revenue	\$400.00	\$12.00	\$285.00	
Total Income	\$686,346.76	\$44,953.22	\$396,872.57	57.82%
Expenses				
Salaries, Wages, Taxes & Benefits	\$309,784.00	\$19,539.86	\$223,383.84	72.11%
Supplies (Office, Misc.)	\$1,500.00	\$0.00	\$1,741.74	116.12%
Supplies (Concession)	\$17,600.00	\$753.14	\$18,213.52	103.49%
Fuel, Misc.	\$1,200.00	\$0.00	\$1,048.78	87.40%
Professional Services	\$24,000.00	\$358.07	\$26,280.58	109.50%
Sales Tax	\$4,508.00	\$833.86	\$5,094.46	113.01%
Telephone	\$1,700.00	\$149.69	\$1,303.13	76.65%
Electric	\$155,000.00	\$10.74	\$71,089.36	45.86%
Gas	\$60,000.00	\$1,225.56	\$26,444.21	44.07%
Water	\$30,000.00	\$787.96	\$13,093.50	43.65%
Refuse	\$2,500.00	\$97.31	\$1,655.80	66.23%
Insurance	\$20,000.00	\$0.00	\$15,187.00	75.94%
Education and Training	\$1,500.00	\$0.00	\$165.00	11.00%
Administration	\$13,019.76	\$1,084.50	\$9,764.34	75.00%
Misc.	\$3,035.00	\$8.40	\$2,334.03	76.90%
Repair Maintenance – Machinery	\$11,000.00	\$802.83	\$1,692.60	15.39%
Repair Maintenance – Building	\$30,000.00	\$1,809.69	\$13,515.33	45.05%
Total Operating Expenses	\$686,346.76	\$27,461.61	\$432,007.22	62.94%
Net Income/Loss	\$0.00	\$17,491.61	(\$35,134.65)	

STMA ICE ARENA CASH BALANCES AND RECEIVABLES
September 30, 2019

Cash Balance Operations

Cash Balance Operations 1/1/19	\$ 80,695
Add Revenues (collected in 2019)	\$ 396,873
Less Expenses	<u>\$(432,007)</u>
Est. Cash Balance Operations 9/30/19	<u>\$ 45,561</u>

Accounts Receivable (invoiced)

Operations September 30, 2019 - \$4,325

Cash Balance Dedicated Capital Improvement Fund

Arena Owner Dedicated Cap. Imp. Fund	
Beginning Balance 1/1/19	\$156,581
Furniture	(\$10,798)
Sale of Sink	\$150
Zamboni	(\$139,676)
Donations (via City of Albertville Water Bill)	\$112
Invoiced St. Michael \$15,000	\$15,000
Invoiced ISD 885 \$15,000	\$15,000
Invoiced City of Albertville \$15,000	\$15,000
Balance 9/30/19	<u>\$51,369</u>

STMA Ice Arena Vendor Check Detail Register

CITY OF ALBERTVILLE

September 2019 to September 2019

Paid Chk#	Date	Vendor	Check Amt	Invoice	Comment
AMERIPRIDE SERVICES, INC.					
E 810-00000-405	9/3/2019	Repair/Maint - Buildings	\$23.02	2201227698	Arena mops,mats
E 810-00000-405	9/3/2019	Repair/Maint - Buildings	\$23.02	2201232939	Arena mops, mat
ATHLETICA SPORTS SYSTEMS					
E 810-00000-404	9/3/2019	Repair/Maint - Machinery/Equip	\$148.56	410959	net lacing twine,vertical centre goal pad fender
CTM SERVICES, INC					
E 810-00000-404	9/3/2019	Repair/Maint - Machinery/Equip	\$156.88	4341	Arena Annual Emissions Test,Completed Emissions Report
E 810-00000-404	9/3/2019	Repair/Maint - Machinery/Equip	\$228.39	4342	Arena Preventative Maintenance
RANDYS ENVIRONMENTAL SERVICES					
E 810-00000-384	9/3/2019	Refuse/Garbage Disposal	\$97.31	SEPTEMBER	Arena Trash Removal
TWIN PINES IMPRINTING					
E 810-00000-300	9/3/2019	Professional Srvs (GENERAL)	\$204.01	1881	Arena vinyl decals - keep off the glass,watch for flying
BCBS OF MINNESOTA					
E 810-00000-130	9/20/2019	Employer Paid Ins (GENERAL)	\$3,190.50	19083009097	Emp Health Ins
E 810-00000-130	9/20/2019	Employer Paid Ins (GENERAL)	\$722.00	19083009097	Emp Health Ins
WRIGHT HENNEPIN COOP ELECTRIC					
E 810-00000-381	9/11/2019	Electric Utilities	\$10.74		Arena Elevator Monitoring 9/30/19
AMERIPRIDE SERVICES, INC.					
E 810-00000-405	9/16/2019	Repair/Maint - Buildings	\$23.02	2201238136	Arena mops,mats
COMDATA ARENA					
E 810-00000-252	9/18/2019	Food/Concessions For Resale	\$14.26		Arena Concessions
GREAT LAKES COCA-COLA DISTRIB					
E 810-00000-254	9/3/2019	Soft Drinks/Mix For Resale	\$716.16	3597206979	Arena concessions
KLEIN ELECTRIC, INC.					
E 810-00000-405	9/3/2019	Repair/Maint - Buildings	\$45.00	5331	Arena - replace exterior GFCI in use cover
CHARTER COMM-ARENA					
E 810-00000-321	9/11/2019	Telephone	\$34.09	01315380901	Arena Cable 8352305160131538
ACE OF ALBERTVILLE - ARENA					
E 810-00000-405	9/16/2019	Repair/Maint - Buildings	\$43.45	109401/1	paracord blk,sprayr household,broom angle,cable ties
E 810-00000-405	9/16/2019	Repair/Maint - Buildings	\$29.96	109542/1	pine sol cleaner,grk t-30x2,1/4 x 1 1/4 torx flat masonry
E 810-00000-405	9/16/2019	Repair/Maint - Buildings	\$30.92	109712/1	cable ties,eye bolts w/nut
E 810-00000-405	9/16/2019	Repair/Maint - Buildings	\$11.96	109738/1	concrete mix
CJ S LINEN SERVICE					
E 810-00000-399	9/16/2019	Miscellaneous	\$8.40	36454	Arena (21) Cleaning Towels
COBORNS					
E 810-00000-252	9/18/2019	Food/Concessions For Resale	\$22.72	103460555	Arena Concessions

STMA Ice Arena Vendor Check Detail Register

CITY OF ALBERTVILLE

September 2019 to September 2019

Paid Chk#	Date	Vendor	Check Amt	Invoice	Comment
039352	9/30/2019	CENTERPOINT ENERGY			
E 810-00000-383	Gas Utilities		\$1,225.56		5898 Lachman Avenue NE 5390131-0
039354	9/30/2019	CHARTER COMM - CH			
E 810-00000-321	Telephone		\$115.60	01317020910	Arena Voice 8352305160131702
039359	9/30/2019	JORSON & CARLSON INC			
E 810-00000-300	Professional Svcs (GENERAL)		\$61.19	0592557	ice scraper knives cleaned sharpened and honed
039361	9/30/2019	LAZARRE GRAPHICS AND APPAREL			
E 810-00000-300	Professional Svcs (GENERAL)		\$60.00	592	Arena 4 provided garmets,embroidery
039364	9/30/2019	MAD MONKEY MEDIA			
E 810-00000-405	Repair/Maint - Buildings		\$773.10	5004	Arena 33x48 dry erase boards
039367	9/30/2019	SCR, INC - ST. CLOUD			
E 810-00000-405	Repair/Maint - Buildings		\$806.24	W46251	Arena changing room furnaces not heating

810 STMA ARENA

\$8,826.06



MANAGER' GENERAL UPDATE

Date: October 14th, 2019
To: STMA Arena Board
From: Grant Fitch, STMA Arena Manager

ARENA RENTAL HOURS – SEPTEMBER

<u>Name</u>	<u>Prime-time</u>	<u>Off-peak</u>
STMA_YHA	201.25 hours	
Adult Hockey	3 hours	
High School Boys/Girls	12.5 hours	
Public Skating/OH	49.75 hours	
Private rentals	26.5 hours	
Learn to Skate	0 hours	
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Total hours	293 (2 sheet)	
Total hours 2018	113 (1 sheet)	

Midwest Hockey AAA Program:

Spring/Summer 2020

March 30 - May 18, Sunday -Thursday evenings
July 27 - August 24, Monday - Thursday evenings
Practice times 5:30, 6:45, and 8:00
1st half is 8 weeks – practice Ice about 15 hours per week
2nd half is 4 weeks – practice Ice about 15 hours per week

Tournaments Hosted at STMA:

April 10-12 – Early Trailblazer
April 24-26 – Early Trailblazer AA
May 8-10 – Spring Stampede
May 22-24 – Spring Stampede AA
August 14-16 – Summer Round Up AA
August 28-30 – Summer Round Up

Ice Time Projected for Spring/Summer 2020:

1. Midwest Hockey Program 250
 2. Summer Hockey Development 145
 3. STMAYHA 67
 4. Private rentals 116
 5. Mn Hockey 15
 6. 94's AAA 90
 7. Open Skate/Open Hockey 245
- Total projected hours 928 (2020) vs Actual 810 (2019)**