



**STMA ARENA BOARD AGENDA
MONDAY, AUGUST 10, 2020
VIA Video Conference
6:00 PM**

Zoom Meeting Link:

<https://us02web.zoom.us/j/87560108801?pwd=U0FPZEU2MG5JRU1TNUh5Z29UbVA5UT09>

Zoom Audio Number: 1 (312)-626-6799

Zoom Meeting ID: 875 6010 8801

- 1. CALL TO ORDER – ROLL CALL**
- 2. ADOPT AGENDA**
- 3. APPROVAL OF THE MINUTES OF JUNE 8, 2020 (pg 2)**
- 4. FINANCE REPORTS**
 - a) Approve the June/July list of claims as presented in the amount of \$44,251.18 and July 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

June 8, 2020

6:00 p.m.

Present via video conference: Chairman Kevin Kasel and members, Larry Sorensen, Keith Wettschreck, Tim Lewis, Aaron Cocking and Kari Dwinnell. Absent member Rebecca Halling. 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 Cocking/Dwinnell **moved** to set the agenda as presented. All voted aye.

Approval of Minutes

Members Sorensen/Wettschreck **moved** to approve the minutes of the May 11, 2020 Board Meeting as presented. Ayes: Sorensen, Cocking, Wettschreck, Kasel, and Dwinnell. Nays: None Abstain: Lewis.

Finance Reports

Lannes reported that \$10,000 of the receivables is not ice time sold it is reimbursement from the two Cities for the use of the arena employees.

Members Cocking/Sorensen **moved** to approve the May list of claims totaling \$26,176.99 and the May Financial Report as presented. All voted aye.

Arena Manager's Report

Fitch updated the board on possible reopening for summer camps following the social distancing and restrictions in place. Nafstad mentioned potentially in mid-July having Midwest Hockey come back following no games and limited people on the ice. Staff has discussed when to have the arena employees return to the rink, expected mid-July.

Chairman Kasel asked if the restrictions follow the CDC and Governor's order. Nafstad stated the Arena's Covid-19 plan to reopen the rink the draft Minnesota Hockey guidelines do follow MDH and CDC guidance. Chairman Kasel asked it was discussed with the school district. Superintendent Foucault informed the board that it was within their guidelines and with the direction of the health department and the school district.

STMA Youth Hockey

Garret mentioned that things are quiet at this time, but there are elections for the STMA Youth Hockey Association board tonight. They are missing the activities and looking forward into getting back.

Adjourn

Members Lewis/Cocking **moved** to adjourn at approximately 6:13 p.m. All voted aye.

Attest:

Tina L. Lannes, City Finance Director



STMA Ice Arena Budget to Actual July 2020 (Cash Basis)

STMA Arena	2020 Budget	June-July 2020 Actual	2020 Actual YTD 07/31/20	2020 YTD % of Budget
Income				
Ice Rental	\$667,770.00	\$1,811.67	\$322,197.77	48.25%
Concessions	\$65,000.00	\$11.00	\$40,323.00	62.04%
Room Rental	\$500.00	\$0.00	\$37.26	
Other Revenues (Advertising/LMC/Ins Claims/ATM)	\$20,000.00	\$0.00	\$350.00	1.75%
Vending	\$1,500.00	\$0.00	\$448.75	29.92%
Open Skate/Hockey, etc.	\$12,000.00	\$160.00	\$1,805.00	15.04%
Interest	\$1,600.00	\$0.00	\$0.00	0.00%
reimbursement - Cities	\$0.00	\$21,142.72	\$21,142.72	0.00%
Misc. Revenue	\$400.00	\$0.00	\$172.00	
Total Income	\$768,770.00	\$23,125.39	\$386,476.50	50.27%
Expenses				
Salaries, Wages, Taxes & Benefits	\$331,824.50	\$40,670.39	\$171,091.11	51.56%
Supplies (Office, Misc.)	\$1,500.00	\$0.00	\$72.25	4.82%
Supplies (Concession)	\$28,850.00	\$0.00	\$12,015.19	41.65%
Fuel, Misc.	\$1,500.00	\$0.00	\$288.75	19.25%
Professional Services	\$28,000.00	\$251.80	\$14,921.63	53.29%
Sales Tax	\$6,352.00	\$0.00	\$3,590.00	56.52%
Telephone	\$1,700.00	\$220.18	\$1,009.65	59.39%
Electric	\$150,000.00	\$19,503.90	\$49,802.45	33.20%
Gas	\$60,000.00	\$1,961.84	\$18,570.02	30.95%
Water	\$20,000.00	\$759.54	\$3,846.09	19.23%
Refuse	\$2,500.00	\$0.00	\$929.44	37.18%
Insurance	\$20,000.00	\$0.00	\$14,027.00	70.14%
Education/Training	\$1,500.00	\$0.00	\$0.00	0.00%
Administration	\$13,410.35	\$2,235.06	\$7,822.71	58.33%
Misc.	\$3,385.00	\$0.00	\$3,171.28	93.69%
Repair Maintenance – Machinery	\$11,000.00	\$40.82	\$5,150.12	46.82%
Repair Maintenance – Building	\$30,000.00	\$12,316.38	\$27,312.94	91.04%
Total Operating Expenses	\$711,521.85	\$77,959.91	\$333,620.63	46.89%
Net Income/Loss	\$57,248.15	(\$54,834.52)	\$52,855.87	

STMA ICE ARENA CASH BALANCES AND RECEIVABLES

July 31, 2020

Cash Balance Operations

Cash Balance Operations 1/1/20	\$41,943
Less expenses paid for 2019	\$(20,045)
Add Revenues	\$386,477
Less Expenses	\$(333,621)
Est. Cash Balance Operations 07/31/20	<u>\$74,754</u>

Accounts Receivable (invoiced)

Operations July 31, 2020 - \$ 64,899.16

Cash Balance Dedicated Capital Improvement Fund

Arena Owner Dedicated Cap. Imp. Fund	
Beginning Balance 1/1/20	\$53,599
Invoiced St. Michael \$15,000	\$15,000
Invoiced ISD 885 \$15,000	\$15,000
Invoiced City of Albertville \$15,000	\$15,000
City of Albertville Utility Bill Customer Donation	\$43
Balance 07/31/20	<u>\$98,642</u>

STMA Ice Arena Vendor Check Detail Register

June 2020 to July 2020

Paid Chk#	Invoice Date	Vendor	Check Amt	Invoice	Comment
Paid Chk# 008487E	6/1/2020	SCR, INC - ST. CLOUD			
E 810-00000-405	Repair/Maint - Buildings		\$951.00	C004828	Monthly Blanket Billing
Paid Chk# 008504E	6/5/2020	SIGNAPAY			
E 810-00000-300	Professional Svcs (GENERAL)		\$12.95	JUNE 2020	Arena CC Fees
Paid Chk# 008508E	6/15/2020	CITY OF ALBERTVILLE			
E 810-00000-382	Water Utilities		\$141.95	JUNE 2020	Arena Water Bill 87-00000315-00-0 4/14/20-5/12/20
E 810-00000-382	Water Utilities		\$194.43	JUNE 2020	Arena Water Bill 87-00000310-00-5 4/14/20-5/12/20
Paid Chk# 008509E	6/22/2020	BCBS OF MINNESOTA			
E 810-00000-130	Employer Paid Ins (GENERAL)		\$776.00	200602469306	Emp Health Ins
E 810-00000-130	Employer Paid Ins (GENERAL)		\$3,430.00	200602469306	Emp Health Ins
Paid Chk# 008522E	6/15/2020	CULLIGAN			
E 810-00000-405	Repair/Maint - Buildings		\$21.00	101X33823306	DI Carbon Standby Rental Service 6/1/20-6/30/20
Paid Chk# 008539E	6/15/2020	SCR, INC - ST. CLOUD			
E 810-00000-405	Repair/Maint - Buildings		\$908.63	W54864	disconnect ductwork & sock on outside of old compressor room
E 810-00000-405	Repair/Maint - Buildings		\$93.45	W54865	quote for metal guard for the front hall thermostat
E 810-00000-405	Repair/Maint - Buildings		\$236.50	W54866	RTU 2 calling for heat but is not hitting set point
Paid Chk# 008546E	6/15/2020	WRIGHT HENNEPIN COOP ELECTRIC			
E 810-00000-381	Electric Utilities		\$10.74		Arena Elevator Monitoring 6/30/20
Paid Chk# 008561E	7/6/2020	MR CUTTING EDGE			
E 810-00000-404	Repair/Maint - Machinery/Equip		\$40.00	2287	Arena ice scraper blade 94"
Paid Chk# 008565E	7/6/2020	SCR, INC - ST. CLOUD			
E 810-00000-405	Repair/Maint - Buildings		\$951.00	C004928	Monthly Blanket Billing
E 810-00000-405	Repair/Maint - Buildings		\$213.00	W55420	Arena DHU down, rink foggy & dripping
Paid Chk# 008600E	7/5/2020	SIGNAPAY			
E 810-00000-300	Professional Svcs (GENERAL)		\$131.95	JULY 2020	Arena CC Fees
Paid Chk# 008602E	6/17/2020	CITY OF ALBERTVILLE			
E 810-00000-382	Water Utilities		\$193.67	JULY 2020	Arena Water Bill 05/12/20-6/9/20 87-00000310-00-5
E 810-00000-382	Water Utilities		\$229.49	JULY 2020	Arena Water Bill 05/12/20-6/9/20 87-00000315-00-0
Paid Chk# 008603E	7/20/2020	BCBS OF MINNESOTA			
E 810-00000-130	Employer Paid Ins (GENERAL)		\$776.00	200702257315	Emp Health Insurance
E 810-00000-130	Employer Paid Ins (GENERAL)		\$3,430.00	200702257315	Emp Health Insurance
Paid Chk# 008612E	7/14/2020	WRIGHT HENNEPIN COOP ELECTRIC			
E 810-00000-381	Electric Utilities		\$10.74	JULY 2020	Arena Elevator Monitoring 7/31/20
Paid Chk# 008614E	7/20/2020	AMERIPRIDE SERVICES, INC.			
E 810-00000-405	Repair/Maint - Buildings		\$38.14	2201348744	Arena mops,mats
Paid Chk# 008620E	7/20/2020	CULLIGAN			
E 810-00000-405	Repair/Maint - Buildings		\$21.00	101X33920102	DI Carbon Standby Rental 7/1/20-7/31/20

STMA Ice Arena Vendor Check Detail Register

June 2020 to July 2020

			Check Amt	Invoice	Comment
Paid Chk# 008627E	7/20/2020	GARAGE DOOR STORE			
E 810-00000-405	Repair/Maint - Buildings		\$228.00	Z140579	Arena zamboni door
Paid Chk# 008640E	7/20/2020	SCR, INC - ST. CLOUD			
E 810-00000-405	Repair/Maint - Buildings		\$951.00	C005030	Monthly Blanket Billing
Paid Chk# 008645E	7/20/2020	ZEE MEDICAL SERVICE			
E 810-00000-405	Repair/Maint - Buildings		\$49.50	54103610	first aid kit
Paid Chk# 040106	6/1/2020	METLIFE-GROUP BENEFITS			
E 810-00000-130	Employer Paid Ins (GENERAL)		\$475.44	MAY 2020	Emp Life, Dental, Stdis, Vision
Paid Chk# 040122	6/15/2020	CHARTER COMM-ARENA			
E 810-00000-321	Telephone		\$51.68	0131538060120	Arena Cable 8352305160131538
Paid Chk# 040145	6/15/2020	XCEL ENERGY			
E 810-00000-381	Electric Utilities		\$6,697.33	687799969	5898 Lachman Avenue NE 51-5873315-4
Paid Chk# 040149	6/24/2020	CHARTER COMM-ARENA			
E 810-00000-321	Telephone		\$116.82	0131702061020	Arena Voice 8352305160131702
Paid Chk# 040158	7/6/2020	LAWINGER ELECTRIC			
E 810-00000-405	Repair/Maint - Buildings		\$3,056.67	3167	Arena Media Room Ballast Repair
Paid Chk# 040160	7/6/2020	METLIFE-GROUP BENEFITS			
E 810-00000-130	Employer Paid Ins (GENERAL)		\$310.10		Emp Life, Dental, Stdis, Vision
Paid Chk# 040163	7/6/2020	PREMIUM WATERS INC			
E 810-00000-405	Repair/Maint - Buildings		\$17.10	802827-05-20	Arena Water Delivery
Paid Chk# 040164	7/6/2020	S.G.O.			
E 810-00000-405	Repair/Maint - Buildings		\$1,552.12	05142	Carlisle Roofing System holes,leak
Paid Chk# 040166	7/6/2020	STEP SAVER INC			
E 810-00000-405	Repair/Maint - Buildings		\$96.60	138143	Arena Bulk Salt
Paid Chk# 040182	7/14/2020	CHARTER COMM-ARENA			
E 810-00000-321	Telephone		\$51.68	0131538070120	Arena Cable 8352305160131538
Paid Chk# 040194	7/20/2020	AMERICAN SUPPLY GROUP INC.			
E 810-00000-405	Repair/Maint - Buildings		\$1,976.88	6297A	COVID-19
Paid Chk# 040213	7/20/2020	KLEIN ELECTRIC, INC.			
E 810-00000-405	Repair/Maint - Buildings		\$916.65	5997	test/repair elevator line CAT 5E data wire

810 STMA ARENA

\$44,251.18



MANAGER' GENERAL UPDATE

Date: August 10th, 2020
To: STMA Arena Board
From: Grant Fitch, STMA Arena Manager

ARENA MONTHLY RENTAL HOURS – JUNE & JULY

<u>User</u>	<u>Hour Sold</u>
STMAYHA	0 hours
Summer Camps	120 hours
RYHA (Rogers)	0 hours
Adult Hockey	4 hours
AAA/94's	136 hours
Public Skating/OH	0 hours
Private rentals	15 hours
<hr/>	
Total Hours Booked	275
Monthly Budget Projection	391 (July 200 and June 191)

Re-opening: Ice Arenas were allowed to open June 1st with restrictions in place. STMA Ice Arena opened June 22nd for Summer camps and was available for private ice rentals in July. The Arena has COVID-19 guidelines in place

Blue Rink: Warranty repair of ice completed June 15th. Open date was June 22nd with limited players and social distancing enforced. Ice install went well and looks good

Gold Rink: Opened Monday July 13th

Operations: 6-25-20 St Cloud Refrigeration was called to respond to a refrigeration alarm and found a small CO2 leak. Compressor system wasn't down during the leak.

Furnace (east end - old corridor): Heat exchanger for the east end furnace has a crack in it and is still under the 20 year warranty. Labor is not covered by the warranty and will be rather extensive. We are looking at options to relocate and have requested quotes.

3M Window film: Working with the school on solutions for sun glare on the Ice surface.

STMAYHA: Youth Hockey skills clinics start Monday September 14th

Summer Hockey Camps: Started June 22nd and ran through August 6th

Summer AAA: Booked 220 hours of practice Ice and Tournament Ice for MHP (Midwest Hockey Program) that started Monday July 13th and will run through September 13th. The Arena will host 2 tournaments in July and 2 in August.