

Lakeville ARENAS

LAKEVILLE ARENAS BOARD MEETING

December 20, 2023



Lakeville Arenas Board Meeting Agenda

Wednesday December 20, 2023

3:30 p.m. Hasse Arena Lobby Conference Room

1) **Meeting Call to Order**

2) **Consent Agenda**

1. Approval of Lakeville Arenas Board Minutes for Nov 15, 2023.
2. Receipt of Lakeville Arenas Financial Report for Nov 2023.
3. Receipt of Lakeville Arenas Budget Report for Nov 2023.
4. Receipt of Lakeville Arenas Check Register for Nov 2023.
5. Receipt of Lakeville Arenas Portfolio Holdings for Nov 2023.

Action(s) Needed: Motion to approve the consent agenda.

3) **Arenas Manager's Report**

- a) Arenas Manager Report Review/Discussion.
- b) Acknowledgements/Approvals detailed in Managers Report.
 - i) Year End P&L and Forecasting Report

Action(s) Needed: Motion to accept the Arena Managers Reports, Acknowledgements and Approvals as submitted.

4) **Resolution 12202023.1 Approving Amendment to the Hasse Arena Naming Rights Agreement**

- a) Discussion.

Action(s) Needed: Motion to approve Resolution 12202023.1 Approving Amendment to the Hasse Arena Naming Rights Agreement.

5) **Resolution 12202023.2 Granting Approval of Arenas Position Classification and Pay Plan**

- a) Discussion.

Action(s) Needed: Motion to approve Resolution 12202023.2 Approving 2024 Salary Plans.

6) **Resolution 12202023.3 Approving the Amended 2023 Adopted Budget.**

- a) Discussion.

Action(s) Needed: Motion to approve 12202023.3 Approving the Amended 2023 adopted Budget.

7) **Other Business**

- a) None

8) **Signatures Required**

- a) Lakeville Arenas Board Meeting Minutes for Nov 15, 2023.
- b) Resolution Approving Hasse Naming Rights Amendment
- c) Resolution Approving 2024 Salary Plans
- d) Resolution Approving 2023 Year End Amended Budget
- e) Non-Waiver of Tort Liability Waiver Form

9) **Adjourn**

Lakeville Arenas Board of Directors Meetings

Every 3rd Wednesday of the month at 3:30pm, Hasse Arena Lobby Conference Room, 8525 215th Street. Lakeville MN 55044



**CONSENT AGENDA FOR THE LAKEVILLE ARENAS
NOVEMBER 15, 2023, BOARD MEETING**

1. Approval of Lakeville Arenas Board Minutes for Nov 15, 2023.
2. Receipt of Lakeville Arenas Financial Report for Nov 2023.
3. Receipt of Lakeville Arenas Budget Report for Nov 2023.
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Lakeville Arenas Board Meeting Minutes

Wednesday November 15, 2023

3:30 p.m. Hasse Arena Lobby Conference Room

1) Meeting Call to Order

The Lakeville Arenas Board Meeting was called to order by Board Chair Ms. Keliher at 3:30pm.

Members Present: Keliher, Patterson, Van Zyl, Volk. **Absent:** Miller

Other Present: Joe Bergquist – Lakeville Arenas Manger.

2) Consent Agenda

Motion to approve the consent agenda for the Lakeville Arenas Board Meeting was made by Ms. Volk. Motion was seconded by Mr. Patterson. There was no further discussion. Motion carried 4-0.

3) Arenas Manager's Report

a) Arenas Manager Report Review/Discussion.

b) Acknowledgements/Approvals detailed in Managers Report.

i) Update on Pavilion Rink slab solution.

A motion was made by Dr. Vav Zyl to accept the Arena Managers Report, acknowledgements and approvals as submitted. The motion was seconded by Ms. Volk. No further discussion took place. The motion carried 4-0.

4) Resolution 11152023.1 Approving Depositories for 2024

a) Discussion.

A motion was made by Ms. Volk to approve Resolution 11232022.1 Approving depositories for 2024. The motion was seconded by Dr. Van Zyl. No further discussion took place. The motion carried 4-0.

5) Resolution 11152023.2 Election of Non-waiver of Statutory Municipal Tort Liability Limits

a) Discussion.

A motion was made by Ms. Volk to approve Resolution 11152023.2 Electing the Non-Waiver of Statutory Municipal Tort Liability Limits and Declining Excess Liability Insurance Coverage. The motion was seconded by Mr. Patterson. No further discussion took place. The motion carried 4-0.

6) Resolution 11152023.3 Approving Healthcare Rates

a) Discussion.

A motion was made by Dr. Van Zyl to approve Resolution 11152023.3 Approving Depositories for 2024. The motion was seconded by Ms. Volk. No further discussion took place. The motion carried 4-0.

Approval of agreement for the 2023 Audit from ABDO Solutions

b) Discussion.

A motion was made by Ms. Volk to approve an agreement with ABDO for the 2023 Audit. The motion was seconded by Dr. Van Zyl. No further discussion took place. The motion carried 4-0.

Other Business

c) None

7) Adjourn

A motion to adjourn the meeting was made by Ms. Volk. The motion was seconded by Mr. Patterson. There was no further discussion. The motion carried 4-0.

LAKEVILLE ARENAS

By: _____
Board Chair Date

ATTEST:

Board Secretary

Date

Lakeville Arenas Board of Directors Meetings

Every 3rd Wednesday of the month at 3:30pm, Hasse Arena Lobby Conference Room, 8525 215th Street. Lakeville MN 55044



Memorandum

To: Lakeville Arenas Board
From: Joseph Bergquist, Arenas Manager
Suzette Hall, Financial Analyst
Copy: Cheri Donovan, Assistant Finance Director
Date: December 14, 2023
Subject: November 30, 2023 Monthly Financial Statements (unaudited)

The November 2023 monthly financial report covers the period January 1, 2023 through November 30, 2023.

STATEMENT OF NET ASSETS
Operating & Capital Project Funds
(Unaudited)

Assets			
Cash	\$		2,947
Cash on hand			2,000
Investments			569,640
Market Value Adjustment			(11,173)
Interest receivable			4,438
Accounts receivable			189,251
Accounts receivable - Other			115,608
Inventory			24,409
Prepaid expenses			5,344
Total assets	\$		<u>902,464</u>
Liabilities			
Salaries payable	\$		33,728
Accounts payable			128,323
Sales tax payable			4,887
Deferred revenue			10,493
Total liabilities			<u>177,431</u>
Net assets	\$		<u>725,033</u>

As of November, the Lakeville Arenas had cash balances of \$4,947 and an investment balance of \$569,640. Cash and investment balances reflect the need for liquidity due to impending expenditures.

At the end of November, there were twelve investments held by Lakeville Arenas. The overall investment strategy is based on cash flow projections. Money not required for short term operations is invested in a manner that ensures safety, liquidity and public trust while maximizing yield.

See the attached investment portfolio as of November 30, 2023.

Accounts receivable at November 30, 2023 amounted to \$189,251.03. The table below shows a breakdown of the accounts receivable.

Days	0-30	31-60	61-90	>90	Total
Amount	163,763	15,383	643	9,462	189,251
Percentage	86.5%	8%	0.5%	5%	100%

<u>ACCOUNTS RECEIVABLE @ 11/30/2023</u>	<u>PER</u>	<u>Accts Rec.</u>	<u>Late</u>	<u>Accts Rec.</u>	<u>Payment</u>	
	<u>ABOVE</u>	<u>Sales Tax</u>	<u>Fees</u>	<u>Rental</u>	<u>Date</u>	
FOUR STAR HOCKEY	(07/23 & 08/23)	6,310.00	452.33	6,762.33		
MARK OLSEN (FOUR STAR) - RETURNED PMT	(07/23 & 08/23)	2,520.00	179.55	2,699.55		
PERFECTLY UNIQUE EVENTS - Dry Floor	(09/23)	600.00	42.75	642.75		
ISD 194 (SCHOOL OPEN SKATE)	(10/23)	575.00	-	575.00	12/6/2023	
HERITAGE FIGURE SKATING CLUB (HFSC)	(10/23 & 11/23)	17,680.00	-	17,680.00	\$11,180 -12/6/23	
LHA - TEAM ICE	(11/23)	1,300.00	-	1,300.00	12/6/2023	
LHA	(11/23)	87,596.66	-	87,596.66	12/6/2023	
LHA TOURNAMENTS	(11/23)	4,680.00	-	4,680.00	12/6/2023	
DEVENIRGOALTENDERS	(10/23 & 11/23)	2,240.00	172.40	2,412.40		
N. GIRLS HS HOCKEY	(10/23 & 11/23)	18,338.34	-	18,338.34		
N. BOYS HS HOCKEY	(11/23)	9,595.00	-	9,595.00		
S. GIRLS HS HOCKEY	(10/23 & 11/23)	14,795.00	-	14,795.00		
S. BOYS HS HOCKEY	(11/23)	9,400.00	-	9,400.00		
FARMINGTON HOCKEY ASSOC	(11/23)	7,930.00	-	7,930.00		
HOCKEY FINDER	(11/23)	3,840.00	312.00	4,152.00		
FRIDAY NIGHT HOCKEY	(11/23)	640.00	52.00	692.00		
		-	-	-	-	
Total Accounts Receivable		188,040.00	1,211.03	-	189,251.03	-

Inventory is comprised of pro-shop merchandise and concessions at the Ames and Hasse Arenas.

Prepaid expenses include workers compensation (December 2023) and general liability insurance (December 2023).

Salaries payable of \$ 33,728, represents wages earned through November 30, 2023 to be paid in the following month.

STATEMENTS OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

General Fund

The statement of revenues and expenses and changes in fund balance is presented on page four (4) and only reports activity in the "General (Operating) Fund."

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

GENERAL FUND

FOR THE ELEVEN-MONTH PERIOD ENDING NOVEMBER 30, 2023

(unaudited)

	Amended	11/30/2023	Variance		11/30/2022	Variance
	Budget	Actual	From		Actual	from 2022
			Amended	%		Actual
			Budget			Pos / (Neg)
			Pos / (Neg)			Pos / (Neg)
Operating Revenues						
Arena rental	\$ 1,160,371	\$ 978,800	\$ (181,571)	84.4%	\$ 940,624	\$ 38,176
Learn to skate	86,544	71,984	(14,560)	83.2%	58,357	13,627
Admissions-public skating	54,250	40,623	(13,627)	74.9%	31,842	8,781
Arena Programming	29,641	29,855	214	0.0%	17,691	12,164
Event admissions (net of ISD reimb)	39,110	26,268	(12,842)	67.2%	31,444	(5,176)
Concession sales (net)	111,769	123,639	11,870	110.6%	61,169	62,470
Proshop sales (net)	4,732	5,956	1,224	125.9%	1,646	4,310
Skate sharpening	7,915	4,363	(3,552)	55.1%	4,413	(50)
Skate rental	6,026	3,117	(2,909)	51.7%	4,437	(1,320)
Vending machines	3,852	2,934	(918)	76.2%	1,375	1,559
Other - advertising contract	42,364	44,798	2,434	105.7%	27,680	17,118
Other / donations	5,757	1,627	(4,130)	0.0%	1,936	(309)
Interest income	6,378	17,311	10,933	271.4%	3,544	13,767
Net Chg in FV of Investments	(11,240)	5,621	16,861	0.0%	(18,288)	23,909
Total revenues	<u>1,547,469</u>	<u>1,356,896</u>	<u>(190,573)</u>	<u>87.7%</u>	<u>1,167,870</u>	<u>189,026</u>
Operating Expenses						
Personnel	562,907	491,190	71,717	87.3%	435,946	(55,244)
Commodities	106,524	87,472	19,052	82.1%	49,392	(38,080)
Utilities	324,759	269,786	54,973	83.1%	270,554	768
Contractual	112,738	76,041	36,697	67.4%	119,605	43,564
Other	280,342	216,544	63,798	77.2%	148,023	(68,521)
Debt service	13,500	12,875	625	0.0%	14,125	1,250
Capital reserve fund	140,000	128,333	11,667	91.7%	128,333	-
Total Expenses	<u>1,540,770</u>	<u>1,282,241</u>	<u>258,529</u>	<u>83.2%</u>	<u>1,165,978</u>	<u>(116,263)</u>
Change in fund balance	6,699	74,655	67,956		1,892	72,763
Fund balance - January 1, 2023		<u>462,882</u>				
Fund balance - November 30, 2023		<u>\$ 537,537</u>				

Capital Maintenance Reserve Fund

The following statement of revenues and expenses and changes in fund balance reflects activity for the "Capital Maintenance Reserve Fund."

**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
CAPITAL MAINTENANCE RESERVE FUND
FOR THE ELEVEN-MONTH PERIOD ENDING NOVEMBER 30, 2023
(unaudited)**

	2023 Amended Budget	10/31/2023 Actual	Variance from Amended Budget Positive(Negative)
Revenues			
From General Fund	\$ 140,000	\$ 128,333	\$ (11,667)
Interest Revenue	<u>3,464</u>	<u>8,743</u>	<u>\$ 5,279</u>
Total Revenues	143,464	137,076	(6,388)
Expenses			
	<u>320,000</u>	<u>311,990</u>	<u>8,010</u>
Change in fund balance	(176,536)	(174,914)	(1,622)
Fund balance - January 1, 2023		<u>362,410</u>	
Fund balance - November 30, 2023		<u>\$ 187,496</u>	

Capital Projects 2023	Budget	Expense	Comments
Indoor Hasse Dasher Brd	320,000	311,991	Becker Arena 5/24/23, 8/29/23 & 9/12/23

A transfer is made from the General Fund to the Capital Maintenance Reserve Fund each year. This transfer finances future capital acquisitions and building improvements.

ARENA DEBT

The Hasse Arena construction was originally financed with a Lease Revenue Bond issued by the Lakeville Housing and Redevelopment Authority in 2006. The debt is repaid with property taxes levied by the City of Lakeville and Independent School District 194. The 2006 bonds were advance refunded by HRA Lease Revenue Refunding Bonds, Series 2016A. The HRA2016A debt was refunded in April 2022. See details below.

In June 2020, the Lakeville City Council authorized the issuance of debt (approximately \$770,000) for the Ames Arena parking lot improvements. The competitive sale took place on July 20 and closed on August 13. The bonds were issued with a premium of \$145,777 which were used to reduce the amount of debt issued to \$620,000. True interest cost was 0.83%. The debt principal will be paid by contributions from the Lakeville Hockey Association (LHA) and the Heritage Figure Skating Club (HFSC). The interest will be paid by Lakeville Arenas. Staff will be calculating an allocation of the premium so LHA and HFSC will be paying the par plus premium.

On November 16, 2020, the Lakeville City Council authorized the issuance of debt (approximately \$8 million) to fund the APEX energy savings improvement projects at both the Hasse and Ames Arenas. The competitive sale took place on January 19, 2021 and closed on February 16, 2021. The bonds were issued with a premium of \$313,284 which was used to reduce the amount of debt issued to \$7,770,000. True interest cost was 1.48%. The debt will be repaid using property taxes and revenues received from Independent School District #194 per a Joint Powers Agreement approved in August 2020. Per the JPA the debt and debt-related costs are paid 50/50 by the City and ISD#194. Lakeville Arenas approved resolution 5172023.1 which approved a commitment to appropriate funding of \$63,460/year for debt service associated with the APEX energy savings improvement project.

On February 7, 2022, the City Council authorized the issuance of Taxable General Obligation Bonds, Series 2022B, to refund the HRA Lease Revenue Refunding Bonds, Series 2016A (noted above) and provide funding for constructing a new outdoor rink at the Hasse Arena. The sale of the bonds was held on March 7, 2022 and closed on April 5, 2022. True interest cost was 2.69%. The refunding resulted in savings of approximately \$130,000 over the term of the bonds. An amended and restated joint powers agreement to address the payment of the refunding portion of the 2022B bonds was approved by ISD#194 and the City of Lakeville in February 2022. Agreements have been approved with Lakeville Hockey Association (LHA) and Heritage Figure Skating Club (HFSC) for additional contributions to be used for debt repayment of the bonds issued for the new outdoor rink.

CAPITAL CONTRIBUTIONS NOT REFLECTED IN ARENA FINANCIAL REPORTS

In 2019, the City of Lakeville entered into gaming revenue/facility use agreements with Lakeville Hockey Association (LHA) and Heritage Figure Skating Club (HFSC). Per the agreements, funds received are recorded in a separate City capital projects fund.

The first amendment to the gaming revenue agreements was approved with both the Lakeville Hockey Association and the Heritage Figure Skating Club on August 15, 2022. The following chart is a summary of the agreements:

Organization	Revised Term	Payments	Total Payments Anticipated
LHA	Twenty-three (23) years; 08/02/2019 – 08/01/2043	2020-2023: \$70,000/year 2024-2043: \$88,500/year	\$2,050,000
HFSC	Twenty-three (23) years; 08/02/2019 – 08/01/2043	2019-2023: \$10,000/year 2024-2043: \$11,500/year	\$280,000

The Lakeville Hockey Association and the Heritage Figure Skating Club have both made their 2023 contributions.

RECOMMENDATION

Lakeville Arena Board “acknowledges” the receipt of the November 30, 2023 Financial Report.



LAKEVILLE ARENAS
Financial Statements as of 11/30/23
(Preliminary and Unaudited)

ASSETS	OPERATIONS	CAPITAL PROJECTS	COMBINED
Current Assets			
Cash & Investments	\$ 388,882	\$ 185,705	\$ 574,587
Market Value Adjustment	(11,173)	-	(11,173)
Interest Receivable	2,647	1,791	4,438
Accounts Receivable - Customers	189,251	-	189,251
Accounts Receivable - Other	115,608	-	115,608
Inventory	24,409	-	24,409
Prepaid Expenses	5,344	-	5,344
Total Current Assets	714,968	187,496	902,464
Total Assets	\$ 714,968	\$ 187,496	\$ 902,464
LIABILITIES AND RETAINED EARNINGS			
Current Liabilities			
Accounts Payable	128,323	-	128,323
Sales Tax Payable	4,887	-	4,887
Deferred Revenue - Advertising	10,493	-	10,493
Total Current Liabilities	177,431	-	177,431
Retained Earnings			
Reserved for Future Capital Purchases	-	187,496	187,496
Unreserved	537,537	-	537,537
Total Retained Earnings	537,537	187,496	725,033
Total Liabilities and Retained Earnings	\$ 714,968	\$ 187,496	\$ 902,464



LAKEVILLE ARENAS
Financial Statements as of 11/30/2023
(Preliminary and Unaudited) - Operations Only

	2023		Variance from			Variance from
	Amended	11/30/2023	Amended Budget	Actual	11/30/2022	2022 Actual
	Budget	Actual	Positive (Negative)	Percent	Actual	Positive (Negative)
Operating Revenues						
Ice Rental	\$ 1,150,622	\$ 968,520	\$ (182,102)	84.2%	\$ 921,246	\$ 47,274
Dry Floor Activities	9,749	10,280	531	105.4%	19,378	(9,098)
Learn to Skate	86,544	71,984	(14,560)	83.2%	58,357	13,627
Admissions-Public Skating	54,250	40,623	(13,627)	74.9%	31,842	8,781
Arena Programming	29,641	29,855	214	100.7%	17,691	12,164
Event Admissions(Net of ISD Reimb)	39,110	26,268	(12,842)	67.2%	31,444	(5,176)
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Skate Rental	6,026	3,117	(2,909)	51.7%	4,437	(1,320)
Vending Machines	3,852	2,934	(918)	76.2%	1,375	1,559
Other - Advertising Contract	42,364	44,798	2,434	105.7%	27,680	17,118
Donations/Other	5,757	1,627	(4,130)	28.3%	1,936	(309)
Interest Income	6,378	17,311	10,933	271.4%	3,544	13,767
Net Chg in FV of Investments	(11,240)	5,621	16,861	0.0%	(18,288)	23,909
Total Revenues	1,547,469	1,356,896	(190,573)	87.7%	1,167,870	189,026
Operating Expenses						
Salaries - Full Time	241,818	184,017	57,801	76.1%	207,875	23,858
Salaries - Full Time - Overtime	14,937	22,035	(7,098)	147.5%	15,443	(6,592)
Salaries - Part Time	185,280	210,069	(24,789)	113.4%	122,231	(87,838)
Pera	20,756	21,988	(1,232)	105.9%	21,476	(512)
FICA	34,708	31,849	2,859	91.8%	26,449	(5,400)
Hospitalization	26,531	4,580	21,951	17.3%	19,252	14,672
Life and Disability	267	103	164	0.0%	131	28
Long Term Disability	912	340	572	37.3%	417	77
Unemployment Compensation	13,905	1,371	12,534	0.0%	10,468	9,097
FSA Plan	228	39	189	0.0%	77	38
Dental Insurance	2,515	161	2,354	6.4%	1,240	1,079
Workers Compensation	10,468	14,638	(4,170)	139.8%	10,892	(3,746)
Salary Contingency	10,582	-	10,582	0.0%	-	-
Office Supplies	3,839	3,513	326	91.5%	3,436	(77)
Operating Supplies	34,999	27,054	7,945	77.3%	12,290	(14,764)
Motor Fuels	1,291	898	393	69.6%	819	(79)
Cleaning Supplies	11,811	7,515	4,296	63.6%	6,939	(576)
Clothing	2,500	64	2,436	2.6%	36	(28)
Chemicals	6,000	5,925	75	98.8%	-	(5,925)
Safety Supplies	1,379	929	450	67.4%	834	(95)
Equipment Parts/Building Supplies	33,205	34,080	(875)	102.6%	21,315	(12,765)
Small Tools/Equipment	11,500	7,494	4,006	65.2%	3,723	(3,771)
Computer Supplies	4,386	468	3,918	0.0%	3,924	3,456
Fiscal Management Fee	39,312	36,036	3,276	91.7%	33,539	(2,497)
Bank Charges	17,639	193	17,446	1.1%	14,013	13,820
Audit	6,746	7,300	(554)	108.2%	6,695	(605)
Use of Personal Auto	712	-	712	0.0%	122	122
Advertising	6,000	820	5,180	13.7%	12,067	11,247
Insurance	25,895	32,285	(6,390)	124.7%	23,040	(9,245)
Electric Service	215,037	191,303	23,734	89.0%	199,045	7,742
Gas Service	109,722	78,483	31,239	71.5%	71,509	(6,974)
Utility Energy Savings (APEX)	63,460	-	63,460	0.0%	-	-
Water and Sewer Service	23,037	24,130	(1,093)	104.7%	20,827	(3,303)
Waste Disposal	6,164	6,191	(27)	100.4%	6,240	49
Telephone/Pager	3,143	3,149	(6)	100.2%	2,647	(502)
Postage	-	19	(19)	-	-	(19)
Other Contractual/Landscaping	41,515	21,956	19,559	52.9%	47,663	25,707
Equipment Repair and Maintenance	15,345	8,739	6,606	57.0%	15,076	6,337
Building Repair and Maintenance	55,878	45,346	10,532	81.2%	56,866	11,520
Contract Cleaning	-	1,922	(1,922)	0.0%	-	(1,922)
Debt Service Payments - Major Maintenance	13,500	12,875	625	95.4%	14,125	1,250
Schools and Conferences	5,323	886	4,437	16.6%	662	(224)
Business Meetings/Misc. Expenses	5,686	271	5,415	4.8%	-	(271)
Dues/Subscriptions/Licenses	11,945	18,747	(6,802)	156.9%	13,059	(5,688)
Property Taxes/Assessments	-	900	(900)	0.0%	-	(900)
Snow Removal	29,330	17,203	12,127	58.7%	10,063	(7,140)
Credit Card Fees	-	19,063	(19,063)	-	-	(19,063)
Capital Outlay	31,564	46,961	(15,397)	148.8%	1,125	(45,836)
Capital Reserve Fund	140,000	128,333	11,667	91.7%	128,333	-
Total Expenses	1,540,770	1,282,241	258,529	83.2%	1,165,978	(116,263)
Net Income (Loss)	\$ 6,699	\$ 74,655	\$ 67,956	0.0%	\$ 1,892	\$ 72,763

Note: Payment amount may not reflect the actual amount due to data sequencing and/or data selection.

Council Check Summary

11/1/2023 - 11/30/2023

Check #	Date	Amount	Supplier / Explanation	PO#	Doc No	Inv No	BU	Obj	Sub	Subledger	Account Description	BU Description	Co	Dept	Div	
14882	11/8/2023		132226 CCP NI MASTER TENANT 4 LLC													
		3,486.79	SOLAR CREDITS SEPT		430119	202309	8979	6271			ELECTRIC SERVICE	AMES GENERAL	08970	90	90	
		3,486.79														
14907	11/8/2023		114176 FASTENAL COMPANY													
		37.37	JANITORIAL SUPPLIES		430004	MNLAK2000492	8979	6123			CLEANING SUPPLIES	AMES GENERAL	08970	90	90	
		37.37														
14952	11/8/2023		100474 R & R SPECIALTIES INC													
		107.25	ZAM BLADE SHARPENING		430005	0080202-IN	8979	6282			CONTRACT EQUIPMENT REPAIR	AMES GENERAL	08970	90	90	
		57.75	ZAM BLADE SHARPENING		430005	0080202-IN	8989	6282			CONTRACT EQUIPMENT REPAIR	HASSE GENERAL	08970	90	90	
		165.00														
14959	11/8/2023		101887 RINK TEC INTERNATIONAL INC													
		1,367.15	ICE PLANT MAINT 10/20/23		430007	5510	8979	6283			CONTRACT BUILDING REPAIR	AMES GENERAL	08970	90	90	
		1,367.15														
14962	11/8/2023		126750 SCR INC													
		450.68	LOBBY TRU REPAIR 10/20/23		430008	W92825	8979	6283			CONTRACT BUILDING REPAIR	AMES GENERAL	08970	90	90	
		450.68														
14987	11/8/2023		137335 WALCOTT SOLAR, LLC													
		5,630.34	SOLAR CREDITS SEPT		430135	2310-6993A	8979	6271			ELECTRIC SERVICE	AMES GENERAL	08970	90	90	
		3,195.12	SOLAR CREDITS SEPT		430135	2310-6993A	8989	6271			ELECTRIC SERVICE	HASSE GENERAL	08970	90	90	
		8,825.46														
14988	11/8/2023		138985 WATSON COMPANY, MN													
		2,025.53	CONCESSIONS INVENTORY		430009	137634	8970	5532			ICE ARENA CONCESSIONS COGS	LAKEVILLE ARENAS ADMIN	08970	90	90	
		2,025.53														
14996	11/22/2023		100572 ACE HARDWARE													
		23.99	INFLATABLE WINBAG SHIM		430293	301116-202310	8979	6133			BUILDING REPAIR SUPPLIES	AMES GENERAL	08970	90	90	
		8.99	TIRE PLUG KIT		430293	301116-202310	8979	6131			EQUIPMENT PARTS	AMES GENERAL	08970	90	90	
		21.72	NUTS & BOLTS		430293	301116-202310	8979	6133			BUILDING REPAIR SUPPLIES	AMES GENERAL	08970	90	90	
		15.96	GOO GONE, PAINT ROLLERS		430293	301116-202310	8979	6133			BUILDING REPAIR SUPPLIES	AMES GENERAL	08970	90	90	
		49.75	PAINT ROLLERS, BRUSH & LINERS		430293	301116-202310	8989	6133			BUILDING REPAIR SUPPLIES	HASSE GENERAL	08970	90	90	
		120.41														
14998	11/22/2023		138658 AID ELECTRIC CORPORATION													
		1,298.10	CONCESSIONS OUTLETS		430539	76579	8979	6283			CONTRACT BUILDING REPAIR	AMES GENERAL	08970	90	90	
		1,298.10														
15019	11/22/2023		133853 CINTAS													
		20.98	MOP & TOWEL SERVICE 11/6/23		430536	4173055274	8979	6280			OTHER CONTRACTUAL	AMES GENERAL	08970	90	90	
		20.98	MOP & TOWEL SERVICE 10/23/23		430537	4171628851	8979	6280			OTHER CONTRACTUAL	AMES GENERAL	08970	90	90	
		6.99	MOP & TOWEL SERVICE 10/23/23		430537	4171628851	8989	6280			OTHER CONTRACTUAL	HASSE GENERAL	08970	90	90	
		6.99	MOP & TOWEL SERVICE 11/6/23		430536	4173055274	8989	6280			OTHER CONTRACTUAL	HASSE GENERAL	08970	90	90	

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Council Check Summary

11/1/2023 - 11/30/2023

Check #	Date	Amount	Supplier / Explanation	PO#	Doc No	Inv No	BU	Obj	Sub	Subledger	Account Description	BU Description	Co	Dept	Div	
20230546	11/3/2023		137859 CITY OF LAKEVILLE-ARENAS													
		15,672.87	ARENAS PAYROLL PPE 10/29/23		430299	20231029	8970	1010			CASH - GENERAL	LAKEVILLE ARENAS ADMIN	08970	90	90	
		6,417.01	ARENAS PAYROLL PPE 10/29/23		430299	20231029	8970	2030			ACCRUED SALARIES PAYABLE	LAKEVILLE ARENAS ADMIN	08970	90	90	
		64.98	ARENAS LIFE INS PPE 10/29/23		430299	20231029	8970	6052			LIFE AND DISABILITY INSURANC	LAKEVILLE ARENAS ADMIN	08970	90	90	
		<u>22,024.90</u>														
20230558	11/9/2023		136242 WELLS FARGO PCARD-ARENAS													
		31.92	SAMS-CONCESSIONS INVENTORY		430327	202310	8970	5532			ICE ARENA CONCESSIONS COGS	LAKEVILLE ARENAS ADMIN	08970	90	90	
		234.14	SAMS-CONCESSIONS INVENTORY		430327	202310	8970	5532			ICE ARENA CONCESSIONS COGS	LAKEVILLE ARENAS ADMIN	08970	90	90	
		67.05	SAMS-CONCESSIONS INVENTORY		430327	202310	8970	5532			ICE ARENA CONCESSIONS COGS	LAKEVILLE ARENAS ADMIN	08970	90	90	
		34.90	MENARDS-CONCESSIONS INVENTORY		430327	202310	8970	5532			ICE ARENA CONCESSIONS COGS	LAKEVILLE ARENAS ADMIN	08970	90	90	
		145.52	SAMS-CONCESSIONS INVENTORY		430327	202310	8970	5532			ICE ARENA CONCESSIONS COGS	LAKEVILLE ARENAS ADMIN	08970	90	90	
		608.38	MENARDS-CONCESSIONS INVENTORY		430327	202310	8970	5532			ICE ARENA CONCESSIONS COGS	LAKEVILLE ARENAS ADMIN	08970	90	90	
		979.92	SAMS-CONCESSIONS INVENTORY		430327	202310	8970	5532			ICE ARENA CONCESSIONS COGS	LAKEVILLE ARENAS ADMIN	08970	90	90	
		154.43	GETSLING-EE SCHEDULE APP SUBS		430327	202310	8970	6313			DUES AND SUBSCRIPTIONS	LAKEVILLE ARENAS ADMIN	08970	90	90	
		12,698.17	WELLS FARGO CC		430327	202310	8970	1010			CASH - GENERAL	LAKEVILLE ARENAS ADMIN	08970	90	90	
		12,698.17	WELLS FARGO CC		430327	202310	8970	1022			CASH - LAKEVILLE AMES ARENA	LAKEVILLE ARENAS ADMIN	08970	90	90	
		130.00	LTS-COACHES MEMBERSHIPS		430327	202310	8970	6313			DUES AND SUBSCRIPTIONS	LAKEVILLE ARENAS ADMIN	08970	90	90	
		187.36	SAMS-CONCESSIONS INVENTORY		430327	202310	8970	5532			ICE ARENA CONCESSIONS COGS	LAKEVILLE ARENAS ADMIN	08970	90	90	
		30.65	AMZ-OFFICE SUPPLIES - STAPLES		430327	202310	8979	6110			OFFICE SUPPLIES	AMES GENERAL	08970	90	90	
		55.96	COSTCO-NEW LTS STAFF JACKETS		430327	202310	8979	6124			CLOTHING	AMES GENERAL	08970	90	90	
		255.10	LN-AD-GIRLS NO HS HOCKEY PROG		430327	202310	8979	6255			ADVERTISING	AMES GENERAL	08970	90	90	
		1,778.00	SECURITIES -LOCKER ROOM LOCK		430327	202310	8979	6283			CONTRACT BUILDING REPAIR	AMES GENERAL	08970	90	90	
		18.09	AMZ-MAILING LABELS		430327	202310	8979	6110			OFFICE SUPPLIES	AMES GENERAL	08970	90	90	
		229.96	AMZ-AMES LIGHT SHOW CAGES		430327	202310	8979	6133			BUILDING REPAIR SUPPLIES	AMES GENERAL	08970	90	90	
		55.96	COSTCO-NEW LTS STAFF JACKET CR		430327	202310	8979	6124			CLOTHING	AMES GENERAL	08970	90	90	
		39.98	AMZ-GLASS CLEANING SUPPLIES		430327	202310	8979	6123			CLEANING SUPPLIES	AMES GENERAL	08970	90	90	
		98.10	AMZ-AMES ZAM ROOM PLUMB PROJ		430327	202310	8979	6133			BUILDING REPAIR SUPPLIES	AMES GENERAL	08970	90	90	
		28.99	AMZ-ZAM RM EXIT DOOR THRESHOLD		430327	202310	8979	6133			BUILDING REPAIR SUPPLIES	AMES GENERAL	08970	90	90	
		1,317.69	MENARDS-AMES ZAM ROOM PLUMBING		430327	202310	8979	6133			BUILDING REPAIR SUPPLIES	AMES GENERAL	08970	90	90	
		6.99	MENARDS-AMES LIGHT SHOW CAGE		430327	202310	8979	6133			BUILDING REPAIR SUPPLIES	AMES GENERAL	08970	90	90	
		262.81	FERGUSN-AMES ZAM RM PLUMB PROJ		430327	202310	8979	6133			BUILDING REPAIR SUPPLIES	AMES GENERAL	08970	90	90	
		16.66	KWIKTRIP-MOWER FUEL 4.83 GAL		430327	202310	8979	6121			MOTOR FUELS	AMES GENERAL	08970	90	90	
		22.88	AMZ-HASSE CONC MENU SCREENS		430327	202310	8989	6133			BUILDING REPAIR SUPPLIES	HASSE GENERAL	08970	90	90	
		63.96	COSTCO-NEW LTS STAFF JACKET(4)		430327	202310	8989	6124			CLOTHING	HASSE GENERAL	08970	90	90	
		873.67	AMZ-HASSE CONC MENU SCREENS		430327	202310	8989	6133			BUILDING REPAIR SUPPLIES	HASSE GENERAL	08970	90	90	
		15.98	AMZ-HASSE CONC SCREENS SUPPLY		430327	202310	8989	6133			BUILDING REPAIR SUPPLIES	HASSE GENERAL	08970	90	90	
		58.78	AMZ-HASSE CONCESSION SCREENS		430327	202310	8989	6133			BUILDING REPAIR SUPPLIES	HASSE GENERAL	08970	90	90	
		40.35	AMZ-HASSE CONC SCREENS SUPPLY		430327	202310	8989	6133			BUILDING REPAIR SUPPLIES	HASSE GENERAL	08970	90	90	
		18.09	AMZ-MAILING LABELS		430327	202310	8989	6110			OFFICE SUPPLIES	HASSE GENERAL	08970	90	90	
		2,642.00	WEBSTRT-HASSE CONCESSION EQUIP		430327	202310	8989	6131			EQUIPMENT PARTS	HASSE GENERAL	08970	90	90	
		1,310.07	WEBSTRT-HASSE CONCESSIONS		430327	202310	8989	6120			OPERATING SUPPLIES	HASSE GENERAL	08970	90	90	
		63.74	MENARDS-SPEAKERS SAFETY CHAINS		430327	202310	8989	6133			BUILDING REPAIR SUPPLIES	HASSE GENERAL	08970	90	90	

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Council Check Summary

11/1/2023 - 11/30/2023

Check #	Date	Amount	Supplier / Explanation	PO#	Doc No	Inv No	BU	Obj	Sub	Subledger	Account Description	BU Description	Co	Dept	Div
		971.03	ULINE-HASSE SECURITY GATES		430327	202310	8989	6133			BUILDING REPAIR SUPPLIES	HASSE GENERAL	08970	90	90
		30.78	MENARDS-MISC. BLDG REP SUPPLY		430327	202310	8989	6131			EQUIPMENT PARTS	HASSE GENERAL	08970	90	90
		12,698.17													
20230569	11/17/2023		137859 CITY OF LAKEVILLE-ARENAS												
		16,328.35	ARENAS PAYROLL PPE 11/12/23		431632	20231112	8970	1010			CASH - GENERAL	LAKEVILLE ARENAS ADMIN	08970	90	90
		6,722.47	ARENAS PAYROLL PPE 11/12/23		431632	20231112	8970	2030			ACCRUED SALARIES PAYABLE	LAKEVILLE ARENAS ADMIN	08970	90	90
		64.98	ARENAS LIFE INS PPE 11/12/23		431632	20231112	8970	6052			LIFE AND DISABILITY INSURANC	LAKEVILLE ARENAS ADMIN	08970	90	90
		22,985.84													
20230572	11/20/2023		117549 MADISON NATL LIFE INSURANCE CO INC												
		39.17	NOV 2023 PREMIUM		431633	202311	8970	6053			LONG TERM DISABILITY	LAKEVILLE ARENAS ADMIN	08970	90	90
		39.17													
20230577	11/24/2023		140607 WEX HEALTH - CITY												
		2.75	OCT 2023 ADMIN FEE		431641	0001842874-IN	8970	6057			FSA PLAN	LAKEVILLE ARENAS ADMIN	08970	90	90
		2.75													
20230582	11/29/2023		120627 MINNESOTA LIFE INSURANCE CO												
		140.85	NOV 2023 PREMIUM		432545	202311	8970	6052			LIFE AND DISABILITY INSURANC	LAKEVILLE ARENAS ADMIN	08970	90	90
		140.85													
<u>08970</u>	<u>LAKEVILLE ARENAS - OPERATIONS</u>				<u>101,777.00</u>										
			Report Totals												<u>101,777.00</u>

City of Lakeville
Portfolio Holdings
Investment Portfolio - by Portfolio
Report Format: By Transaction
Group By: Portfolio Name
Average By: Face Amount / Shares
Portfolio / Report Group: Lakeville - Arenas
As of 11/30/2023

Description	CUSIP/Ticker	Settlement Date	YTM @ Cost	Face Amount/Shares	Cost Value	Book Value	Market Value	Maturity Date	Days To Maturity	Accrued Interest	% of Portfolio
Lakeville - Arenas											
4M General LGIP	LGIP6101M	4/1/2019	5.318	74,639.81	74,639.81	74,639.81	74,639.81	N/A	1		13.10
Charles Schwab Bank, Westlake TX 4.75 2/2/2024	15987UAN8	2/2/2023	4.750	40,000.00	40,000.00	40,000.00	39,949.04	2/2/2024	64	1,566.85	7.02
BMO Harris Bank, N.A. 4.7 2/29/2024	05600XLN8	1/31/2023	4.700	40,000.00	40,000.00	40,000.00	39,925.19	2/29/2024	91	628.38	7.02
Luana Savings Bank, Luana IA 0.3 7/1/2024	549104VB0	12/30/2020	0.300	50,000.00	50,000.00	50,000.00	48,537.50	7/1/2024	214	62.88	8.78
Ally Bank, Sandy UT 3.35 8/12/2024-23	02007GXT5	8/11/2022	3.350	40,000.00	40,000.00	40,000.00	39,407.09	8/12/2024	256	407.51	7.02
Morgan Stanley Bank, N.A. 4.9 9/3/2024	61690U2D1	3/2/2023	4.900	50,000.00	50,000.00	50,000.00	49,785.95	9/3/2024	278	597.40	8.78
Luana Savings Bank, Luana IA 0.25 10/7/2024	549104XE2	4/7/2021	0.250	40,000.00	40,000.00	40,000.00	38,253.87	10/7/2024	312	14.79	7.02
Burke & Herbert B&T, Alexandria VA 4.6 8/6	121331AQ5	2/6/2023	4.600	50,000.00	50,000.00	50,000.00	49,335.56	8/6/2025	615	151.23	8.78
BMW Bank, N.A. 5.1 9/17/2025	05580AX58	3/17/2023	5.100	40,000.00	40,000.00	40,000.00	39,833.17	9/17/2025	657	413.59	7.02
Luana Savings Bank, Luana IA 0.45 10/7/2025	549104XD4	4/7/2021	0.450	40,000.00	40,000.00	40,000.00	36,601.69	10/7/2025	677	26.63	7.02
Live Oak Banking, Wilmington NC 0.65 10/20/2025	538036PS7	4/20/2021	0.650	25,000.00	25,000.00	25,000.00	22,917.54	10/20/2025	690	12.91	4.39
Discover Bank, Greenwood DE 5.1 3/23/2026	2546733A2	3/22/2023	5.100	40,000.00	40,000.00	40,000.00	39,886.26	3/23/2026	844	385.64	7.02
Morgan Stanley Bank, N.A., Salt Lake City UT 4.55	61690U4Z0	4/27/2023	4.550	40,000.00	40,000.00	40,000.00	39,394.22	4/27/2026	879	169.53	7.02
Sub Total / Average Lakeville - Arenas			3.569	569,639.81	569,639.81	569,639.81	558,466.89		393	4,437.34	100.00
Total / Average			3.569	569,639.81	569,639.81	569,639.81	558,466.89		393	4,437.34	100

Lakeville ARENAS

LAKEVILLE ARENAS DECEMBER 2023 MANAGER'S REPORT



Date: December 18, 2023

To: Lakeville Arenas Board of Directors

Fr: Joe Bergquist – Lakeville Arenas General Manager

Re: Lakeville Arenas Managers December 2023 Meeting Report

I. CUSTOMER NEWS & PROGRAM UPDATES

A. LHA – Hockey Day Lakeville is scheduled for Saturday January 13th. The charitable fundraising event will be held at Ames Arenas and runs from 8am to 11pm. There will be a heated food and beverage tent, a great day of local Lakeville hockey, an exhibition game featuring our MN Special Hockey athletes and the North vs South Coaches game. There will be live music from 2pm - 11pm in the tent. The event raises money for LHA's new charitable giving arm - Hockey Helps and the Hendrickson Foundation.

The North Youth Hockey Teams started a new program at Ames called Our House. "The core idea behind "Our House" is to instill a deeper appreciation and ownership among the players for the facilities they get the opportunity to use. During the team's designated week, each team will be responsible for various tasks, including maintaining the cleanliness of the Dryland training center, ensuring the locker rooms are spotless, keeping the spectator stands clean, and addressing any other areas that require further attention." North purchased red brooms and dust pans with their logo that will be available to use through the rink. Lakeville Arenas has partnered with them and purchased new red trash cans with North logos and blue recycling containers with Lakeville Arenas logos that will be placed next to the broom and dust pans along with signage explaining the program.



LHA is also moving forward with the purchase of new video scoreboards for both the Ames Lakeview Bank Rink and Hasse Arena Indoor rink. The new video scoreboards are expected to be paid for with video board advertising spots sold on the boards during games and tournaments. We will be meeting with LHA to go over the details, installations, and arena needs regarding the new scoreboards. We will most likely be keeping at least one of the old scoreboards in each rink for use with off season needs that don't need a game time experience. We will also be able to use the smaller ones for the new pavilion rink.

B. High Schools – The high school season is now in full stride. The North girls have started off where they left off last year after a trip to the state tournament, as have the South boys who also appeared in yet another State appearance last year. The South Girls are also off to a strong start, while the North Boys have struggled early but will likely get back to their winning ways as the season moves forward. This past week was the first round of the North-South Rivalry hosted by South for both the boys and girls teams. The girls

teams tied, and the South Boys beat the North Boys 4-1. The second round takes place in late January and is usually a prequel to the Section Final Game.

North Girls Record 8-0-1

South Boys Record 5-0-0

South Girls Record 5-1-3

North Boys Record 2-5-0

C. Heritage Figure Skating Club – No news to report.

D. Arena Programs – Now news to report.

E. Learn To Skate

- 1. Winter Session** - Learn to Skate Registration for the winter kicked off on Friday Dec 15 and another sellout is expected. Registration after day 1 was at 195.
- 2. Holidays at Hasse Skate with Santa** – LTS hosted their annual Holiday Showcase Performance and Skate with Santa on Sunday Dec 17th. Admission as always was free with a food donation for the Open-Door Pantry and was once again a big hit with the community.

F. Ice Rental Hours.

ICE HOURS SOLD	CURRENT MONTH			YEAR TO DATE		
	2022	2023	Change	2022	2023	Change
LHA	395	362	-33.00	1585	1580	-5.00
Clinic/Camps	14	18	4.00	706	698	-8.00
Other Ice	27	52	25.00	833	787	-46.00
ISD 194	164	181	17.00	600	624	24.00
HFSC	25	25	0.00	332	340	8.00
Adult Hockey	20	28	8.00	190	276	86.00
Misc. Pickup Ice	10	12	2.00	95	75	-20.00
Total Hours	655	678	23.00	4341	4380	39.00

I. OPERATIONS

A. Staffing

1. Full Time Staffing

We have currently filled one of the four full time driver lead and supervisor positions that we had posted and available since late summer. We are currently interviewing from another posting that recently closed Dec 11th.

2. Part Time Staffing

Part time driver hiring has improved significantly but we are still short operations staff. We have hired an experienced part-time custodian who will be starting soon. His duties will include the professional cleaning of public areas at both Ames and Hasse.

3. Lakeville Arenas Salary Plan Resolution

The 2024 salary plan resolution included in the meeting packet and submitted for board approval is consistent with the salary plan resolution approved by the city. The Arenas Resolution includes the addition of an 8th step, our current position classifications, employee step progression policies that we use at the arenas, and a 3% cost of living increase for all arena positions and steps.

We believe the current grade level for our full-time driver positions and some of our part time positions need to be evaluated and updated. Currently our driver-maintenance positions are at a grade 1 level or lower compared to similar park maintenance positions at the city, which are at a grade 6. We believe if we can close that gap that we will have success in recruiting and retaining full time staff. We will be working with HR during the upcoming budgeting process this spring to address any current position pay discrepancies and add some future positions that will help with other needs such as cleaning and administration. A draft of a potential updated salary plan with possible changes and additions is attached along with the cities plan.

II. REPAIR & MAINTENANCE EXPENSES

11/7/2023	578.28	RETROFIT COMPANIES, INC	WIRELESS CONTROL RINK 1 LIGHTS
11/7/2023	1,367.15	RINK TEC INTERNATIONAL INC	ICE PLANT MAINT 10/20/23
11/7/2023	450.68	SCR INC	LOBBY TRU REPAIR 10/20/23
11/9/2023	1,778.00	WELLS FARGO PCARD-ARENAS	SECURITIES -LOCKER ROOM LOCK
11/21/2023	386.68	SCR INC	RINK 1 DEHUMIDIFIER REP 10/25
11/21/2023	1,302.15	SCR INC	BLEACHER HEAT REP 10/12/23
11/21/2023	2,580.00	SCHADEGG MECHANICAL	AMES CONCESSIONS DOOR JAMS
11/21/2023	600.00	J.F. AHERN CO	ANNUAL FIRE SPRINKLER INSPECT
11/21/2023	1,298.10	AID ELECTRIC CORPORATION	CONCESSIONS OUTLETS

III. CONSTRUCTION & STAFF PROJECTS

A. Hasse Pavilion Rink Roof & Sitework

1. Perimeter Slab

We met with the engineers to discuss the items that we should have spelled out in the extended warranty agreement. We will be finalizing the items after the holiday season, meeting with our attorney, and then submitting the warranty requests to Sheehy.

2. Refrigeration & Rink Construction

- a. **Ice Plant** – The motor controls center arrived this past week and installation has begun. Expected start up date for the new plant is late January to early February.

B. Staff Projects

1. **Sound Systems:** The new sound systems installed at both Ames and Hasse are now complete.
2. **Light Show:** The new light show at Ames is completed.
3. **Ames Zam Room Plumbing Project:** Work continues as time permits.
4. **Ames Welcome Center:** Ice machine and plumbing was moved to make room for new counters and counter tops this coming spring. The removable wall between the skate sharpeners and concessions equipment is nearly complete.
5. **New Security Video Screen Ames:** A new security video screen has been added in the Ames welcome center that allows staff to monitor all the public areas under surveillance.
6. **New Trash & Recycling Containers Ames:** Staff installed the new Our House containers and equipment throughout the facility.

IV. FINANCIALS

A. November Financial Summary

November 2023 financials posted total revenues of 218,761 compared to 179,145 in 2022 and 194,448 budgeted. Ice Rentals were 176,218 compared to 157,046 in 2022 and 170,313 budgeted. Total Salaries and Benefits were 56,149 compared to 47,360 in 2022 and below the budgeted 59,152. Utilities were down significantly due to the favorable weather at 30,240 compared to 42,178 in 2022 and a budget of 45,945. Net Income was 93,181 compared to 42,860 last year and 50,456 budgeted. Year to date net income was 943,455 compared to 5,440 in 2022 and a budget of negative -38,315. Most of the extra net November income was from holding off on budgeted renovations, repairs, and purchases of supplies, equipment, and new tools until we were confident that the 64,000 Apex debt service payment added to the amended budget in June would be covered. Most of those remaining purchases that were held off on will be made in December since we did cover the new Apex debt service payment. In addition, we have also covered the 40,000 of additional expenses that are being added to the year-end amended budget for our share of the payroll & financial system upgrades.

B. Managers December Year Ending P&L Forecast Report.

Comments are included on the attached report regarding forecasted December revenue and expenses and the estimated year end results.

C. 2024 Year End Budget Amendment

Included in the meeting packet is the year-end budget amendment to account for changes made throughout the year to cover the 64,000 Apex Debt Service Payment and the 40,000 of ERP expenses. The year end amended budget is necessary to ensure we are following state accounting statutes and audit regulations.

V. ATTACHMENTS

- A. North Youth Hockey "Our House Program"
- B. Updating Salary Plan Draft.
- C. Managers P&L-Forecasting Report.

Manager's Report Respectfully Submitted by

Joe Bergquist - Lakeville Arenas Manager - 12/18/2023



Managers P&L Statement
(Preliminary and Unaudited)
- Operations Use Only

	November 2022 Actual	November 2023 Actual	November 2023 Budget-2	November 2022 YTD Actual	November 2023 YTD Actual	November 2023 YTD Budget-2	December 2022 Actual	December 2023 Budget-2	December 2022 YTD Actual	December 2023 YTD Budget-2	December FORECAST Forecasted Budget-2	Year End Forecast & Amended Budget-3	Forecast Difference from Bgt-2
OPERATING REVENUE													
<i>Ice & Facility Rentals</i>													
5211 Ice Rental - LHA	98,787	93,577	102,635	382,227	393,380	411,775	94,512.00	99,775	476,739	511,550	63,500	456,880	(54,670)
5212 Ice Rental - ISD 194	41,300	52,128	42,640	146,731	161,416	153,227	54,483.00	56,551	201,214	209,778	57,825	219,241	9,463
5213 Ice Rental Other	16,959	30,513	25,038	392,288	413,724	404,010	19,775.00	25,285	412,063	429,295	31,080	444,804	15,509
5216 ISD 194 HS Game Gate Share	-	-	-	31,444	26,268	26,604	12,506.00	12,506	43,950	39,110	12,506	38,774	(336)
5223 Dry floor Rentals	-	-	-	19,378	10,280	9,106	643.00	643	20,021	9,749	-	10,280	531
Total Ice & Facility Rentals	157,046	176,218	170,313	972,068	1,005,068	1,004,722	181,919.00	194,760	1,153,987	1,199,482	164,911	1,169,979	(29,503)
<i>Programing & Public Events Revenue</i>													
5214 Learn to Skate	72	(106)	-	58,357	71,984	64,024	26,896.00	22,520	85,253	86,544	26,000	97,984	11,440
5215 Admissions-Public Skating	4,224	3,595	4,435	31,842	40,623	49,933	4,129.00	4,317	35,971	54,250	3,500	44,123	(10,127)
5221 Arena Programming	1,129	1,300	1,500	17,691	29,855	29,141	305.00	500	17,996	29,641	1,500	31,355	1,714
Total Programs & Public Events	5,425	4,789	5,935	107,890	142,462	143,098	31,330.00	27,337	139,220	170,435	31,000	173,462	3,027
<i>Concessions Sales</i>													
5218 Net Food & Beverage Sales	10,886	29,292	12,000	61,169	123,639	97,369	11,317.00	14,400	72,486	111,769	5,910	129,549	17,780
Concessions Net Revenue	10,886	29,292	12,000	61,169	123,639	97,369	11,317.00	14,400	72,486	111,769	5,910	129,549	17,780
<i>Pro Shop Products & Services</i>													
5219 Net Pro Shop Product Sales	846	1,170	1,000	1,646	5,956	3,359	889.00	1,373	2,535	4,732	889	6,845	2,113
5220 Skate Sharpening	736	-	846	4,413	4,363	6,914	870.00	1,001	5,283	7,915	870	5,233	(2,682)
5222 Skate Rental	692	-	796	4,437	3,117	5,127	780.00	899	5,217	6,026	780	3,897	(2,129)
Total Pro Shop Products & Services	2,274	1,170	2,642	10,496	13,436	15,400	2,539	3,273	13,035	18,673	2,539	15,975	(2,698)
<i>Other Misc. Arena Revenues</i>													
5022 Games-Vending Machines	402	259	442	1,375	2,934	3,519	302.00	333	1,677	3,852	333	3,267	(585)
5217 Advertising Sales / Other	2,645	3,610	2,645	27,680	44,798	30,897	11,467.00	11,467	39,147	42,364	3,610	48,408	6,044
4390 Rebates & Dividends	-	-	-	-	-	-	-	-	-	-	-	-	-
5026 Donations/Other Misc.	-	-	-	1,936	1,627	1,491	4,266.00	4,266	6,202	5,757	4,266	5,893	136
4910 Interest on Investments	557	1,104	557	3,544	17,311	5,605	773.00	773	4,317	6,378	1,000	18,311	11,933
4912 Net Change in FV of Investments	(90)	2,319	(86)	(18,288)	5,621	(13,601)	2,486.00	2,361	(15,802)	(11,240)	2,361	7,982	19,222
5024 Cash Over/(Short)	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Other Arena Revenues	3,514	7,292	3,558	16,247	72,291	27,911	19,294.00	19,200	35,541	47,111	11,570	83,861	36,750
TOTAL REVENUE	179,145	218,761	194,448	1,167,870	1,356,896	1,288,500	246,399.00	258,970	1,414,269	1,547,470	215,930	1,572,827	25,357

Rentals for 2023 are forecasted to be 29,000 below budgeted due primarily to the delayed opening of the Pavilion Rink and LHA cutting back on hours purchased. Overall ice rentals is still expected to exceed 2022 ice rentals by 15,992.

Learn to skate is forecasted to exceed budget by 11,440, which will cover the shortfall in public admissions of 10,127 from budget. Arenas programming will be near budget and the total programming and public events will meet budget.

Concessions Revenue is forecasted to end the 2023 13,780 above budget or 53,063 over 2022.

Pro Shop sales, skate sharpening, and skate rental lines are off because of a change in POS systems during the year and the new system groups all of those items together. We are working to fix it in 2024.

Advertising revenue is forecasted to be 6,044 over budget and 9,261 over 2022. Interest and investments have seen a significant improvement over budget and prior year 2022,

Total Revenue for 2023 is forecasted to be near 1,568,827, which is 21,357 over budget, and more notably 154,558 over 2022.



**Managers P&L Statement
(Preliminary and Unaudited)**
- Operations Use Only

November 2022	November 2023	November 2023	November 2022 YTD	November 2023 YTD	November 2023 YTD	December 2022	December 2023	December 2022 YTD	December 2023 YTD	December 2022 YTD	December 2023 YTD	December FORECAST	Year End Forecast	Forecast Difference
Actual	Actual	Budget-2	Actual	Actual	Budget-2	Actual	Budget-2	Actual	Budget-2	Actual	Budget-2	Forecasted Budget-2	& Amended Budget-3	from Bgt-2

OPERATING EXPENDITURES

PERSONNEL SERVICES

Employee Salary Expenses

6012 Salaries - Full Time	20,962	19,469	29,706	207,875	184,017	211,894	22,414.00	29,923	230,289	241,817	24,000	208,017	(33,800)	Full time salaries is below budget due to vacancies, Part time is expected to exceed budget significantly due to overtime and extra PT staff covering FT vacancies. Also we have significant training expenses from turnover.
6015 Salaries - Full Time - Overtime	1,749	501	979	15,444	22,035	13,297	4,323.00	1,640	19,767	14,937	1,640	23,675	8,738	
6020 Salaries - Part Time	-	-	-	-	-	-	-	-	-	-	-	-	-	
<u>6030 Salaries - Part Time/Temporary</u>	<u>16,203</u>	<u>28,705</u>	<u>15,216</u>	<u>122,231</u>	<u>210,069</u>	<u>165,532</u>	<u>19,163.00</u>	<u>19,748</u>	<u>141,394</u>	<u>185,280</u>	<u>32,000</u>	<u>242,069</u>	<u>56,789</u>	
Total Employee Salaries	38,914	48,675	45,901	345,550	416,121	390,723	45,900.00	51,311	391,450	442,034	57,640	473,761	31,727	

Employee Benefit Expenses

6041 Pera (State Retirement Pension)	3,112	2,246	2,301	21,476	21,988	18,389	2,510.00	2,367	23,986	20,756	2,367	24,355	3,599	Benefit are well below budget due to vacancies and turnover off full-time supervisors.
6051 Hospitalization Insurance	1,237	-	3,935	19,252	4,580	22,598	1,232.00	3,933	20,484	26,531	-	4,580	(21,951)	
6052 Life and Disability	7	152	44	131	103	223	7.00	44	138	267	44	147	(120)	
6053 Long Term Disability	39	39	152	417	340	758	40.00	154	457	912	154	494	(418)	
5057 FSA Plan	22	6	40	77	39	188	16.00	40	93	228	40	79	(149)	
<u>6054 Dental Insurance</u>	<u>54</u>	<u>-</u>	<u>428</u>	<u>1,240</u>	<u>161</u>	<u>2,087</u>	<u>54.00</u>	<u>428</u>	<u>1,294</u>	<u>2,515</u>	<u>428</u>	<u>589</u>	<u>(1,926)</u>	
Total Employee Benefits	4,471	2,443	6,900	42,588	27,211	44,243	3,864.00	6,966	46,452	51,209	3,033	30,244	(20,965)	

Employee Withholdings-Other Expenses

6044 FICA	3,022	3,701	3,511	26,449	31,849	30,790	3,463.00	3,918	29,912	34,708	3,918	35,767	1,059	Total Salaries and Benefits are forecasted to be approximately 5,495 below budget. Total salaries and benefits will also meet the percent of revenue target of 36%.
6056 Unemployment Compensation	-	-	-	10,468	1,371	10,468	-	-	10,468	10,468	-	1,371	(9,097)	
6055 Workers Compensation Insurance	953	1,330	1,463	10,892	14,638	12,274	954.00	1,631	11,846	13,905	1,631	16,269	2,364	
<u>6058 Salary Contingency</u>	<u>-</u>	<u>-</u>	<u>1,377</u>	<u>-</u>	<u>-</u>	<u>9,046</u>	<u>-</u>	<u>1,536</u>	<u>-</u>	<u>10,582</u>	<u>-</u>	<u>-</u>	<u>(10,582)</u>	
Employee Withholdings/Other	3,975	5,031	6,351	47,809	47,858	62,578	4,417.00	7,085	52,226	69,663	5,549	53,407	(16,256)	
Total Salary & Benefit Expenses	47,360	56,149	59,152	435,947	491,190	497,544	54,181.00	65,362	490,128	562,906	66,222	557,412	(5,494)	
<i>Percent of Revenue</i>	26%	26%	30%	37%	36%	39%	22%	25%	35%	36%	31%	35%		

COMMODITIES

6110 Office Supplies / Equipment	426	348	430	3,436	3,513	3,542	295.00	297	3,731	3,839	500	4,013	174	Commodities for 2023 are forecasted to end the year approximately 5.800 over budget. Operating supplies and equipment and Building R&M supplies include some purchase for concessions equipment and renovation supplies that was held off on earlier this year until we were confident the Apex energy debt service of 64,000 that was
6120 Operating Supplies & Equipment	463	660	650	12,290	27,054	34,049	19,170.00	950	31,460	34,999	10,000	37,054	2,055	
6121 Motor Fuels	18	16	100	819	898	1,161	53.00	130	872	1,291	300	1,198	(93)	
6123 Cleaning Supplies / Equipment	798	319	1,000	6,939	7,515	10,811	1,292.00	1,000	8,231	11,811	1,500	9,015	(2,796)	
6124 Clothing	-	64	-	36	64	2,500	-	-	36	2,500	6,500	6,564	4,064	
6126 Chemicals (Condensing Towers)	-	565	500	-	5,925	5,500	-	500	-	6,000	850	6,775	775	

Lakeville ARENAS

Managers P&L Statement (Preliminary and Unaudited) - Operations Use Only		November 2022 Actual	November 2023 Actual	November 2023 Budget-2	November 2022 YTD Actual	November 2023 YTD Actual	November 2023 YTD Budget-2	December 2022 Actual	December 2023 Budget-2	December 2022 YTD Actual	December 2023 YTD Budget-2	December FORECAST Forecasted Budget-2	Year End Forecast & Amended Budget-3	Forecast Difference from Bgt-2	
Total Overhead Expenses		12,452	7,643	6,643	103,379	97,457	102,066	15,411	11,192	118,790	113,258	21,499	143,680	30,422	
Contracted Expenses															
6280	Other Contractual	4,561	56	2,128	47,663	21,731	29,858	11,366.00	457	59,029	30,315	5,550	27,281	(3,034)	
6281	Contract Auto Repair	-	-	-	-	-	1,500	-	-	-	1,500	-	-	(1,500)	
6282	Equipment Repair and Maintenance	2,130	180	500	15,076	8,739	13,345	1,983.00	500	17,059	13,845	500	9,239	(4,606)	December other contractual include the 2024 sales commissions to Logan Anderson who we contracted to sell ads after covid. The remaining unbudgeted Financial and Payroll RRP expenses for 29,671 are being paid in December under Contract Data Processing.
6283	Building Repair and Maintenance	4,604	10,682	6,307	56,866	45,346	52,177	16,695.00	3,701	73,561	55,878	5,000	50,346	(5,532)	
6285	Contract Landscaping	-	-	-	1,733	225	-	-	-	1,733	-	-	225	225	
6286	Contract Cleaning	-	-	-	-	1,922	-	-	-	-	-	-	1,922	1,922	
6288	Contract Data Processing	-	-	-	-	-	-	-	-	-	-	29,671	29,671	29,671	
6322	Snow Removal	-	208	3,300	10,063	17,203	21,830	10,598.00	7,500	20,661	29,330	1,000	18,203	(11,127)	
Total Contracted Expenses		11,295	11,126	12,235	131,401	95,166	118,710	40,642.00	12,158	172,043	130,868	41,721	136,887	6,019	
Utility Service Expenses															
6271	Electric Service	33,472	20,991	36,819	199,045	191,303	200,653	13,078.00	14,384	212,123	215,037	24,000	215,303	266	
6272	Gas Service	6,643	6,210	6,975	71,509	78,482	84,178	24,326.00	25,544	95,835	109,722	20,000	98,482	(11,240)	
6274	Water	1,585	2,200	1,664	20,828	24,131	22,902	4,450.00	135	25,278	23,037	2,200	26,331	3,294	Utilities are doing better than anticipated, due primarily from the favorable weather thus fall and early winter.
6275	Waste Disposal	324	378	330	6,240	6,191	5,593	559.00	571	6,799	6,164	571	6,762	598	
6276	Telephone/IS	154	461	157	2,647	3,149	2,754	382.00	389	3,029	3,143	461	3,610	467	
Total Utility Expenses		42,178	30,240	45,945	300,269	303,256	316,080	42,795.00	41,023	343,064	357,103	47,232	350,488	(6,615)	
TOTAL OPERATING EXPENSE		123,493	113,914	132,318	1,018,851	1,075,272	1,153,415	193,375.71	134,630	1,212,227	1,288,045	210,224	1,310,220	22,175	
Earnings before Interest-Debt-Capital		55,651	104,847	62,130	149,019	281,624	135,085	53,023	124,340	202,042	259,425	5,706	262,606	3,181	
Interest and Debt Expenses															
6295	Debt Service Payments - Major M (APEX) Energy Savings Project - Debt Comm	-	-	-	14,125	12,875	13,500	-	-	14,125	13,500	-	12,875	(625)	
		-	-	-	-	-	-	63,460	-	63,460	-	63,460	63,460	-	The Apex Energy Savings Debt commitment payment is being expensed in December, which helps with cash flow over the off season where expenses far exceed income.
6613	Debt Service	-	-	-	-	-	-	-	-	-	-	-	-	-	
6420	Bad Debts	-	-	-	-	-	-	-	-	-	-	-	-	-	
Total Debt & Other Fiscal Expenses		-	-	-	14,125	12,875	13,500	-	63,460	14,125	76,960	63,460	76,335	(625)	
Capital Expenses															
6520	Capital Outlay Buildings	-	-	-	-	17,192	19,564	-	-	-	19,564	-	17,192	(2,372)	Capital Outlav expenses that had to be added to the

Lakeville ARENAS

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6540	Capital Outlay Machinery & Equi	1,125	-	-	1,125	28,205	12,000	-	-	1,125	12,000	-	28,205	16,205	Capital Outlay expenses that had to be added to the amended budget-1 included approximately 22,000 for battery packs that failed on 2 of our Zambonis and 17,192 for an emergency replacement of an overhead Zamboni fire door. The city also had a pickup truck free up for 6,000 that we needed.
6541	Capital Outlay Other Improvements	-	-	-	-	-	-	-	-	-	-	-	-	-	
6542	Capital Outlay Computers	-	-	-	-	1,564	-	-	-	-	-	-	1,564	1,564	
7417	Transfer to Capital Reserve Fund	11,666	11,666	11,668	128,329	128,333	128,336	11,667.00	11,664	139,996	140,000	11,664	139,997	(3)	
	Total Capital Expenses	12,791	11,666	11,668	129,454	175,294	159,900	11,667.00	11,664	141,121	171,564	11,664	186,958	15,394	
	TOTAL EXPENSES	136,284	125,580	143,986	1,162,430	1,263,441	1,326,815	205,042.71	209,754	1,367,473	1,536,569	285,348	1,573,513	36,944	Overall we are expecting net income to be close to a break even for 2023 despite the Apex Debt commitment not included in the original budget and the ERP expenses we just recently learned would be added to our expenses in 2023.
	NET INCOME (LOSS)	42,860	93,181	50,462	5,440	93,455	(38,315)	41,356.29	49,216	46,796	10,901	(69,418)	(686)	(11,587)	



LAKEVILLE ARENAS SALARY PLAN UPDATE - DRAFT 12.12.23

RESOLUTION #

Arenas General Manager (Full Time Salaried Exempt Position)

(Grade 14) 430 Pts.	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>	<u>Step 8</u>
Annual	100,343.21	104,106.08	108,010.06	112,060.44	116,262.71	120,622.54	125,145.90	129,838.87
Hourly	48.24	50.05	51.93	53.88	55.90	57.99	60.17	62.42

Arenas Operations & Programs Manager (Full Time Salaried Exempt Position)

(Grade 10) 318 Pts.	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>	<u>Step 8</u>
Annual	79,481.23	82,461.77	85,554.08	88,762.35	92,090.94	95,544.36	99,127.26	102,844.53
Hourly	38.21	39.65	41.13	42.67	44.27	45.93	47.66	49.44

New Proposed Position: Arenas Office Manager (Full Time Salaried Exempt Position)

(Grade 5) 191-208 Pts	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>	<u>Step 8</u>
Annual	59,392.99	61,620.22	63,930.99	66,328.41	68,815.70	71,396.30	74,073.67	76,851.43
Hourly	28.55	29.63	30.74	31.89	33.08	34.33	35.61	36.95

Arenas Facility Driver-Supervisor (Full Time Hourly Non-Exempt Position)

(Grade 1) 137.5 Pts	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>	<u>Step 8</u>
Annual	47,044.82	48,808.97	50,639.32	52,538.30	54,508.49	56,552.57	58,673.28	60,873.53
Hourly	22.62	23.47	24.35	25.26	26.21	27.19	28.21	29.27

Proposed Market Adjustment Arenas Driver-Supervisor (Full Time Hourly Non-Exempt Position)

(Grade 3) 158-173 Pts	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>	<u>Step 8</u>
Hourly	25.41	26.37	27.35	28.38	29.45	30.55	31.69	32.88

Arenas Driver-Operations Lead Worker- Hourly - Non Exempt

No Grade	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>	<u>Step 8</u>
Annual	39,720.10	41,209.60	42,754.96	44,358.27	46,021.70	47,747.52	49,538.05	0.00
Hourly	19.10	19.81	20.56	21.33	22.13	22.96	23.82	0.00
Proposed Market Adjustment	49,867.49	51,737.54	53,677.70	55,690.60	57,779.00	59,945.71	62,193.68	64,525.94
Grade 2 - 143-157 Pts	23.97	24.87	25.81	26.77	27.78	28.82	29.90	31.02

New Proposed Position: Arenas Custodial-Maintenance Worker (Full Time Hourly Non-Exempt Position)

Grade 1: 0-142 Pts	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>	<u>Step 8</u>
Annual	47,044.81	48,808.97	50,639.32	52,538.30	54,508.49	56,552.57	58,673.28	60,873.53
Hourly	22.62	23.47	24.35	25.26	26.21	27.19	28.21	29.27

PART TIME & SEASONAL PART TIME POSITIONS

Hourly Non-Exempt Positions	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>	<u>Step 8</u>
Driver-Operations Supervisor	22.62	23.47	24.35	25.26	26.21	27.19	28.21	29.23
Operations Supervisor	22.62	23.47	24.35	25.26	26.21	27.19	28.21	29.23
Assistant Operations Supervisor	19.10	19.81	20.56	21.33	22.13	22.96	23.82	24.68
PT Driver-Lead Worker	20.00	20.50	21.00	21.50	22.00	22.50	23.00	23.50
PT Custodial-Maintenance Worker	18.00	18.50	19.00	19.50	20.00	20.50	21.00	21.50
Operations Worker	15.00	15.50	16.00	16.50	17.00	17.50	18.00	18.50
PT Program Director	29.50	30.03	30.56	31.09	31.63	32.16	32.69	33.22
PT Asst. Program Director	24.04	24.57	25.10	25.63	26.16	26.69	27.22	27.75
PT Lead Skating Instructor	20.76	21.29	21.82	22.35	22.88	23.41	23.94	24.47
PT Skating Instructor	15.30	15.83	16.36	16.89	17.42	17.95	18.48	19.01

Resolution #**2024 Pay Plan - 3% COLA + Step 8 DRAFT**

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Grade 01	47,044.82	48,808.97	50,639.32	52,538.30	54,508.49	56,552.57	58,673.28	60,873.53
Hourly Rate:	22.62	23.47	24.35	25.26	26.21	27.19	28.21	29.27
Pts: 0-142								

Facility Attendant (125)

Liquor Lead Sales Associate II (120)

Office Assistant (105)

Park Maintenance I (115)

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Grade 02	49,867.49	51,737.54	53,677.70	55,690.60	57,779.00	59,945.71	62,193.68	64,525.94
Hourly Rate:	23.97	24.87	25.81	26.77	27.78	28.82	29.90	31.02
Pts: 143-157								

City Receptionist (145)

Community Service Officer (148)

Lead Facility Attendant (152.5)

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Grade 03	52,859.55	54,841.78	56,898.33	59,032.04	61,245.74	63,542.45	65,925.29	68,397.49
Hourly Rate:	25.41	26.37	27.35	28.38	29.45	30.55	31.69	32.88
Pts: 158-173								

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Grade 04	56,031.12	58,132.29	60,312.26	62,573.95	64,920.48	67,355.00	69,880.81	72,501.34
Hourly Rate:	26.94	27.95	29.00	30.08	31.21	32.38	33.60	34.86
Pts: 174-190								

Recreation Program Specialist (190)

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Grade 05	59,392.99	61,620.22	63,930.99	66,328.41	68,815.70	71,396.30	74,073.67	76,851.43
Hourly Rate:	28.55	29.63	30.74	31.89	33.08	34.33	35.61	36.95
Pts: 191-208								

Accounts Technician- Accounts Payable/Accounts Receivable (193)

Accounting Technician - Utility Billing Technician (195)

Administrative Assistant (198)

Assistant Liquor Store Manager (201)

Forestry Technician (205)

Inventory Control Technician (200)

Lead Community Service Officer (193)

Police Records Technician (193)

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Grade 06	62,956.57	65,317.44	67,766.84	70,308.11	72,944.65	75,680.07	78,518.08	81,462.51
Hourly Rate:	30.27	31.40	32.58	33.80	35.07	36.38	37.75	39.16
Pts: 209-228								

Engineering Services Representative (220)

Evidence Technician (213)

Police Records Analyst (218)

Senior Administrative Assistant (225)

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Grade 07	66,733.96	69,236.49	71,832.86	74,526.59	77,321.33	80,220.88	83,229.15	86,350.24
Hourly Rate:	32.08	33.29	34.54	35.83	37.17	38.57	40.01	41.51
Pts: 229-249								

Environmental Resources Technician (243)

Human Resources Technician (240)

Payroll Specialist (240)

Planning & Zoning Specialist (235)

Video Production Specialist (235)

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Grade 08	70,738.00	73,390.67	76,142.82	78,998.19	81,960.61	85,034.13	88,222.92	91,531.28
Hourly Rate:	34.01	35.28	36.61	37.98	39.40	40.88	42.41	44.01
Pts: 250-271								

Construction Representative (255)

Communications Specialist (265)

Economic Development Specialist (270)

GIS Analyst (255)

Graduate Engineer (270)

Video Production & Technology Specialist (270)

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Grade 09	74,982.27	77,794.12	80,711.40	83,738.09	86,878.24	90,136.18	93,516.29	97,023.15
Hourly Rate:	36.05	37.40	38.80	40.26	41.77	43.33	44.96	46.65
Pts: 272-294								

Assistant to the City Administrator (290)

Human Resources Specialist (290.5)

Environmental Resources Specialist (280)

Event & E-Commerce Manager (282.5)

Information Technology Technician (281)

Marketing Specialist/Events Coordinator (280)

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Grade 10	79,481.23	82,461.77	85,554.08	88,762.35	92,090.94	95,544.36	99,127.26	102,844.53
Hourly Rate:	38.21	39.65	41.13	42.67	44.27	45.93	47.66	49.44
Pts: 295-319								

Financial Analyst (316)

Building Inspector/Plans Examiner (298)

Civil Engineer (318)

Crime Analyst (315)

Economic Development Coordinator (310)

Environmental Resources Specialist II (315)

Fire Inspector (310)

Plumbing Inspector/Plans Examiner (298)

Recreation Program Coordinator (318)

Senior Construction Representative (318)

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Grade 11	84,250.08	87,409.47	90,687.33	94,088.10	97,616.41	101,277.01	105,074.91	109,015.22
Hourly Rate:	40.50	42.02	43.60	45.23	46.93	48.69	50.52	52.41
Pts: 320-346								

Facilities Supervisor (340)

Fleet Supervisor (340)

Liquor Store Manager (330)

Parks Supervisor (330)

Senior Building Inspector/Plans Examiner (333)

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Grade 12	89,305.09	92,654.04	96,128.56	99,733.39	103,473.38	107,353.63	111,379.39	115,556.12
Hourly Rate:	42.94	44.55	46.22	47.95	49.75	51.61	53.55	55.56
Pts: 347-374								

Art Center Manager (370)

Associate Planner (365)

City Forester (370)

Fire Marshal (365)

GIS Manager (370)
 IT Systems Administrator (350)
 Recreation Manager (365)
 Senior Financial Analyst (353)
 Streets Supervisor (348)
 Utilities Supervisor (348)

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Grade 13	94,663.40	98,213.27	101,896.29	105,717.38	109,681.79	113,794.85	118,062.16	122,489.49
Hourly Rate:	45.51	47.22	48.99	50.83	52.73	54.71	56.76	58.89
Pts: 375-405								

Assistant Building Official (375)
 City Clerk (385)
 Environmental Resources Manager (398)
 Project Engineer (403)

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Grade 14	100,343.21	104,106.08	108,010.06	112,060.44	116,262.71	120,622.54	125,145.90	129,838.87
Hourly Rate:	48.24	50.05	51.93	53.88	55.90	57.99	60.17	62.42
Pts: 406-436								

Communications Manager (430)

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Grade 15	106,363.79	110,352.43	114,490.64	118,784.04	123,238.46	127,859.90	132,654.64	137,629.19
Hourly Rate:	51.14	53.05	55.04	57.11	59.25	61.47	63.78	66.17
Pts: 437-469								

Economic Development Manager (465)
 Parks Superintendent (460)
 Senior Project Engineer (455)
 Streets & Fleet Superintendent (442.5)

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Grade 16	112,745.62	116,973.58	121,360.11	125,911.09	130,632.77	135,531.49	140,613.92	145,886.94
Hourly Rate:	54.20	56.24	58.35	60.53	62.80	65.16	67.60	70.14
Pts: 470-502								

Assistant City Engineer (480)
 Assistant Finance Director (485)
 Assistant Fire Chief (495)
 Building Official (500)
 Liquor Operations Director (477.5)
 Utilities Superintendent (487.5)
 Public Works Coordinator (480)

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Grade 17	119,510.35	123,992.01	128,641.69	133,465.75	138,470.72	143,663.38	149,050.75	154,640.15
Hourly Rate:	57.46	59.61	61.85	64.17	66.57	69.07	71.66	74.35
Pts: 503-535								

Business Manager (520)
 Planning Manager (505)

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Grade 18	126,680.98	131,431.51	136,360.22	141,473.70	146,778.98	152,283.18	157,993.80	163,918.57
Hourly Rate:	60.90	63.19	65.56	68.02	70.57	73.21	75.96	78.81
Pts: 536-569								

City Engineer (567.5)
 Human Resources Manager (555)
 Information Technology Manager (560)

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Grade 19	134,281.85	139,317.40	144,541.82	149,962.13	155,585.71	161,420.17	167,473.43	173,753.68
Hourly Rate:	64.56	66.98	69.49	72.10	74.80	77.61	80.52	83.54
Pts: 570-604								

Human Resources Director (583)
Parks & Recreation Director (585)
Police Commander (590)

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Grade 20	142,338.74	147,676.46	153,214.32	158,959.86	164,920.86	171,105.39	177,521.84	184,178.91
Hourly Rate:	68.43	71.00	73.66	76.42	79.29	82.26	85.35	88.55
Pts: 605-639								

Fire Chief (635)
Planning Director (610)

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Grade 21	150,879.08	156,537.05	162,407.19	168,497.44	174,816.11	181,371.70	188,173.14	195,229.63
Hourly Rate:	72.54	75.26	78.08	81.01	84.05	87.20	90.47	93.86
Pts: 640-676								

Assistant City Administrator (665)
Community Development Director (650)
Finance Director (640)
Police Chief (650)
Public Works Director (650)

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Grade 22	159,931.82	165,929.26	172,151.59	178,607.30	185,305.05	192,254.02	199,463.54	206,943.42
Hourly Rate:	76.89	79.77	82.77	85.87	89.09	92.43	95.90	99.49
Pts: 677-713								

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Grade 23	169,527.72	175,885.02	182,480.70	189,323.73	196,423.38	203,789.25	211,431.34	219,360.02
Hourly Rate:	81.50	84.56	87.73	91.02	94.43	97.98	101.65	105.46
Pts: 714-750								

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Grade 24	179,699.39	186,438.12	193,429.55	200,683.16	208,208.77	216,016.61	224,117.23	232,521.63
Hourly Rate:	86.39	89.63	92.99	96.48	100.10	103.85	107.75	111.79
Pts: 751-787								

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Grade 25	190,481.36	197,624.41	205,035.32	212,724.14	220,701.31	228,977.60	237,564.26	246,472.92
Hourly Rate:	91.58	95.01	98.57	102.27	106.11	110.09	114.21	118.50
Pts: 788-824								

City Administrator (810)

1. 6% Between Grades.

2. 3.75% Between Steps; Range is 29.39%.

TEAM OF THE WEEK – OUR HOUSE PROJECT:



Lakeville North Hockey Coaches,

It is exciting to introduce a new program which aims to strengthen the sense of pride, responsibility, and civic engagement within the North Program. We proudly present "Our House," an initiative that designates each Lakeville North Hockey team with a specific week during the season to actively assist and contribute to the overall upkeep of our home rink

The core idea behind "**Our House**" is to instill a deeper appreciation and ownership among the players for the facilities they get the opportunity to use. During the team's designated week, each team will be responsible for various tasks, including maintaining the cleanliness of the Dryland training center, ensuring the locker rooms are spotless, keeping the spectator stands clean, and addressing any other areas that require further attention. Designated cleaning supplies will be in mechanical room in the main entrance of the rink. Please ask a rink attendant for access. Additionally, brooms and dust pans will be available to use through the rink. Please plan on scheduling time before or after your ice times, meetings, for pick-up /cleaning.

It is the hope this OUR HOUSE program will have several positive impacts on the players and the entire Lakeville North Hockey community:

1. **Enhanced Pride:** By actively participating in the maintenance of the rink, the players will develop a heightened sense of pride in their home arena. Player's will recognize they are integral to creating a positive and welcoming environment for all who walk through the doors at their Arena.

2. Responsibility for Personal Property: "Our House" will foster a culture of responsibility for personal property. By caring for the rink facilities, the players will understand the importance of respecting shared spaces and taking better care of their own equipment. This will promote a sense of accountability and pride in their belongings.

3. Civic Responsibility: Players will recognize that their impact extends beyond the game of hockey. Through "Our House," let's aim to cultivate a sense of civic responsibility. By actively contributing to the cleanliness and organization of our rink, the players will develop a deeper understanding of their role as responsible citizens, working together for the betterment of our community.

It is exciting to launch "Our House" and believe it will create a lasting impact on our players, promoting a culture of pride, responsibility, and civic engagement. Together, we can foster an environment where the players develop a deep sense of ownership and contribute positively to our community.

Let's come together, embrace "Our House."



Memorandum

To: Lakeville Arenas Board

From: Joe Bergquist, Arenas Manager

Copy: Julie Stahl, Finance Director

Date: December 20, 2023

Subject: Resolution 12202023-1

Introduction

The City of Lakeville, Lakeville Arenas and ISD 194 entered into a Naming Rights Agreement in 2007 for the 3rd Sheet of Ice with Glen and Tim Hasse. Glen and Tim would like to extend the agreement for an additional 20 years in exchange for a contribution of \$250,000.00 combined with 2 additional 10-year options following the extended 20-year term.

Recommendation

Approve Resolution 12202023-1 Approving Amendment to the Hasse Arena Naming Rights Agreement.

**FIRST AMENDMENT TO
NAMING RIGHTS AGREEMENT**

THIS FIRST AMENDMENT TO NAMING RIGHTS AGREEMENT (“Amendment”) is made as of the _____ day of _____, 2023, by, between and among the **CITY OF LAKEVILLE**, a Minnesota municipal corporation (“City”), **INDEPENDENT SCHOOL DISTRICT NO. 194**, a Minnesota public corporation (“District”), and **LAKEVILLE ARENAS**, a joint powers entity under the laws of the State of Minnesota (“Arenas”) (hereinafter collectively the “Entities”); and **GLENN AND TIM HASSE** (“Hasse”). The following recitals form the basis for this Agreement and are made a part hereof.

RECITALS

A. The Lakeville Housing and Redevelopment Authority (“HRA”) owns an arena with a street address of 8525 215th Street, Lakeville, Minnesota 55044 (the “Arena”). The HRA has leased the Arena to a joint powers entity (“JPA”) named “Lakeville Arenas”. The parties to the JPA are the City and District. Pursuant to the JPA, the City and District have sole responsibility for the naming rights of the Arena.

B. The Entities and Hasse entered into a Naming Rights Agreement, dated _____, 2007 (“Agreement”) to provide for the naming of a third sheet of ice at the Arena as “Lakeville Hasse Arena” or “Hasse Arena” in exchange for the a contribution to the JPA by Hasse.

C. The Entities and Hasse desire to extend the term of the Agreement in exchange for an additional contribution to the JPA by Hasse.

NOW, THEREFORE, IN CONSIDERATION OF THE FOREGOING RECITALS, THE MUTUAL PROMISES AND CONSIDERATIONS IN THE AMENDMENT AND BELOW, AND OTHER GOOD AND VALUABLE CONSIDERATION, THE RECEIPT AND SUFFICIENCY OF WHICH AREA HERBY ACKNOWLEDGED, ENTITIES AND HASSE AGREE AS FOLLOWS:

1. AMENDMENT TO PARAGRAPH 2 OF THE AGREEMENT. Paragraph 2 of the Agreement is amended to read as follows:

2. TERM. The term of the Agreement (“Initial Term”) shall commence on the date hereof and shall end on the 40th anniversary of the date of the Agreement. Upon the expiration of the Initial Term, Hasse shall have the option to renew the Agreement for 2 additional 10 year terms (collectively, “Renewal Terms” or individually “Renewal Term”). Hasse shall notify the Entities in writing at least 90 days, but not more than 120 days prior to the Expiration of the Initial Term and the first 10 year Renewal Term of Hasse’s intent to renew the naming rights

provided under the term of the Agreement. All references to Term under the Agreement shall include the “Initial Term” and “Renewal Terms.”

2. AMENDMENT TO PARAGRAPH 3 OF THE AGREEMENT.

Paragraph 3 of the Agreement is amended to add the following paragraph:

The JPA reserves the right to sell in-ice naming rights for the outdoor sheet of ice adjacent to the Arena during the term of this Agreement.

3. AMENDMENT TO PARAGRAPH 4 OF THE AGREEMENT.

Paragraph 4 of the Agreement is amended to read as follows:

4. CONTRIBUTION. Hasse has paid to the JPA One Hundred Twenty-Five Thousand and No/100 Dollars (\$125,000) for the first 20 years of the Initial Term under the Agreement. Hasse shall pay to the JPA Two Hundred Fifty Thousand and No/100 Dollars (\$250,000.00) for the 20 year extension of the Initial Term payable in full upon execution of this Amendment, to be deposited in the JPA Capital Maintenance Reserve account. Hasse will pay to the JPA One Hundred Twenty-Five Thousand and No/100 Dollars (\$125,000) for each Renewal Term, payable prior to the commencement of each Renewal Term. The JPA reserves the right, in the sole discretion of the JPA, to sell the arena or cease arena operations. The contributions made by Hasse under the Agreement shall under no circumstances be refunded.

4. EFFECT OF AGREEMENT. The Agreement shall remain in full force and effect except as specifically amended herein.

5. COUNTERPARTS. This Amendment may be executed in any number of counterparts, each of which shall be an original, but all of which together shall constitute one instrument.

IN WITNESS WHEREOF, the parties execute this Amendment to be effective as of the date of the signature of the last party to execute this First Amendment.

*[Remainder of page intentionally left blank]
[Signature pages to follow]*

**CITY:
CITY OF LAKEVILLE**

Dated: _____, 2023.

BY: _____
Luke M. Hellier, Mayor

Dated: _____, 2023.

AND: _____
Ann Orlofsky, City Clerk

Dated: _____, 2023.

**INDEPENDENT SCHOOL DISTRICT
NO. 194**
a Minnesota public corporation

BY: _____
William Holmgren
Its Executive Director of Business Services

Dated: _____, 2023.

LAKEVILLE ARENAS
a joint powers entity under the laws of
the State of Minnesota

BY: _____

Name: _____

ITS: _____

Dated: _____, 2023.

Glenn Hasse

Dated: _____, 2023.

Tim Hasse

**LAKEVILLE ARENAS
RESOLUTION NO. 12202023.2**

**RESOLUTION GRANTING APPROVAL
OF POSITION CLASSIFICATION AND PAY PLAN**

WHEREAS, the Board of Directors has adopted pay plans from time to time to provide for the compensation of employees in various positions; and

WHEREAS, the pay plan should be adjusted from time to time in consideration of the changes in the cost of living as measured by the U.S. Department of Labor, market conditions, and position evaluations.

NOW, THEREFORE, BE IT RESOLVED by the Lakeville Arenas Board of Directors:

1. The attached pay plan is hereby adopted for the positions listed and will be effective January 1, 2024.
2. The following policy shall be used to administer this pay plan.

A. Employee Progression

- A-1. Employees hired will start employment at the start step unless credit is given for prior relevant work experience.
- A-2. Full Time Employees will be evaluated by their immediate supervisor on their employment anniversary date. An evaluation that results in a satisfactory performance report will entitle the employee to progress to the next step in their position grade. A less than satisfactory performance will result in the employee being frozen in their position step until their performance improves to satisfactory.
- A-3. Part-time & Seasonal employees may advance to the next eligible step annually at the start of the winter season which begins in November of each year provided they receive a satisfactory performance report. A less than satisfactory performance will result in the employee being frozen in their position step until their performance improves to satisfactory.
- A-4. Employees progress through the steps on an annual basis until they reach Step 8. Step 8 is highest step level of each grade.

B. Pay Plan Adjustments Based on Consideration of Market Conditions and Cost of Living Changes.

- B-1. The pay plan includes a 3% cost-of-living adjust for non-union employees effective January 1, 2024.
- B-2. Compensation surveys will be completed regularly to ensure that wages for positions are comparable to those of other similarly situated positions and cities.

ADOPTED by the Lakeville Arenas Board this 20th day of December 2023.

_____/_____/_____
Board Chair - Judy Keliher

_____/_____/_____
Board Secretary – Troy Patterson



LAKEVILLE ARENAS SALARY PLAN - Effective Jan 1,2024

RESOLUTION # 1220223.2

Arenas General Manager (Full Time Salaried Exempt Position)

(Grade 14) 430 Pts.	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>	<u>Step 8</u>
Annual	100,343.21	104,106.08	108,010.06	112,060.44	116,262.71	120,622.54	125,145.90	129,838.87
Hourly	48.24	50.05	51.93	53.88	55.90	57.99	60.17	62.42

Arenas Operations & Programs Manager (Full Time Salaried Exempt Position)

(Grade 10) 318 Pts.	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>	<u>Step 8</u>
Annual	79,481.23	82,461.77	85,554.08	88,762.35	92,090.94	95,544.36	99,127.26	102,844.53
Hourly	38.21	39.65	41.13	42.67	44.27	45.93	47.66	49.44

Arenas Facility Driver-Supervisor (Full Time Hourly Non-Exempt Position)

(Grade 1) 137.5 Pts	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>	<u>Step 8</u>
Annual	47,044.82	48,808.97	50,639.32	52,538.30	54,508.49	56,552.57	58,673.28	60,873.53
Hourly	22.62	23.47	24.35	25.26	26.21	27.19	28.21	29.27

Arenas Driver-Operations Lead Worker- Hourly - Non Exempt

No Grade	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>	<u>Step 8</u>
Annual	39,720.10	41,209.60	42,754.96	44,358.27	46,021.70	47,747.52	49,538.05	0.00
Hourly	19.10	19.81	20.56	21.33	22.13	22.96	23.82	0.00

PART TIME & SEASONAL PART TIME POSITIONS

Hourly Non-Exempt Positions	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>	<u>Step 8</u>
Driver-Operations Supervisor	22.62	23.47	24.35	25.26	26.21	27.19	28.21	29.23
Operations Supervisor	22.62	23.47	24.35	25.26	26.21	27.19	28.21	29.23
Assistant Operations Supervisor	19.10	19.81	20.56	21.33	22.13	22.96	23.82	24.68
PT Driver-Lead Worker	17.48	18.01	18.54	19.07	19.61	20.14	20.67	21.20
PT Custodial-Maintenance Worker	15.84	15.91	16.44	16.97	17.50	18.04	18.57	19.10
Operations Worker	14.21	14.74	15.27	15.80	16.33	16.86	17.39	17.92
PT Program Director	29.50	30.03	30.56	31.09	31.63	32.16	32.69	33.22
PT Asst. Program Director	24.04	24.57	25.10	25.63	26.16	26.69	27.22	27.75
PT Lead Skating Instructor	20.76	21.29	21.82	22.35	22.88	23.41	23.94	24.47
PT Skating Instructor	15.30	15.83	16.36	16.89	17.42	17.95	18.48	19.01



Memorandum

To: Lakeville Arenas Board of Directors
From: **Joe Bergquist, Arenas Manager**
Copy: Julie Stahl, Finance Director
Date: December 20, 2023
Subject: Resolution 12202023.3 Approving the Amended 2023 adopted Budget.

Introduction

The Joint Powers Agreement requires the Board to approve an annual budget on a calendar year basis. The budget must set forth projected expenditures and revenues necessary to finance lease payments, fund the capital maintenance reserve and to maintain, operate, and manage the Arena Complexes.

The 2023 budget was prepared without Lakeville Arenas share of the expenses for the new ERP systems that are replacing the current financial and payroll systems. In addition, some other revenue and expense line items will be amended to reflect other changes that occurred throughout to account for the Apex Energy Improvement Project debt payments that were added to the budget earlier this year that. The 2023 adopted budget needs to be amended to include these expenses and changes to follow state statutes and other accounting practices.

The Lakeville Arenas Board has full authority over the financial affairs of the Organization. The Board adopts an annual budget for the Organization. During the budget year, supplemental appropriations and deletions may be authorized by the Organization. The amounts shown in the financial statements as 'adopted Budget' represent the original budgeted amounts. Any changes in the budget must be approved by a majority vote of the Board.

Recommendation

Approve Resolution 12202023.3 Approving the Amended 2023 adopted Budget.

LAKEVILLE ARENAS

RESOLUTION NO. 12202023.1

Approving the Amended 2023 adopted Budget.

WHEREAS, the Lakeville Arenas Board must approve an annual that sets forth projected expenditures and revenues necessary to finance lease payments, fund the capital maintenance reserve and to maintain, operate, and manage the Arena Complexes; and

WHEREAS, during the budget year, supplemental appropriations and deletions may be authorized by the Organization. The amounts shown in the financial statements as 'adopted Budget' represent the original budgeted amounts. Any changes in the budget must be approved by a majority vote of the Board.

NOW, THEREFORE, BE IT RESOLVED by the Lakeville Arenas Board of Directors:

The adjusted 2023 adopted budget is hereby amended and adopted effective December 20, 2023

ADOPTED by the Lakeville Arenas Board this 20th day of December 2023.

LAKEVILLE ARENAS

_____/_____/_____
Board Chair - Judy Keliher

ATTEST

_____/_____/_____
Board Secretary – Troy Patterson

LAKEVILLE ARENAS
STATEMENT OF REVENUE AND EXPENSE
2023 BUDGET
AMENDED Dec 20, 2023

	2023		2023		2023
	Adopted	Change	Amended 5/17	Change	Amended 12/20
	<u>Budget</u>	Add (Decrease)	<u>Budget</u>	Add (Decrease)	<u>Budget</u>
OPERATING REVENUE					
Ice Rental - LHA	477,919	33,631	511,550	(54,670)	456,880
Ice Rental - ISD 194	201,712	8,066	209,778	9,463	219,241
Ice Rental Other	413,082	16,213	429,295	15,510	444,804
ISD 194 HS Game Gate Share	47,148	(8,038)	39,110	(336)	38,774
Dry floor Rentals	14,100	(4,351)	9,749	531	10,280
Learn to Skate	91,773	(5,229)	86,544	11,440	97,984
Public Admissions	32,391	21,859	54,250	(10,127)	44,123
Internal Programs	109,296	(79,655)	29,641	1,714	31,355
Concessions Net Revenue	97,165	14,604	111,769	17,780	129,549
Net Pro Shop Revenue	2,500	2,232	4,732	2,113	6,845
Skate Sharpening	9,727	(1,812)	7,915	(2,682)	5,233
Skate Rental	8,122	(2,096)	6,026	(2,129)	3,897
Games-Vending Machines	0	3,852	3,852	(585)	3,267
Advertising Sales / Other	30,000	12,364	42,364	6,044	48,408
Rebates & Dividends	0	0	0	0	0
Donations/Other Misc.	2,000	3,757	5,757	136	5,893
Interest on Investments	10,000	(3,622)	6,378	11,933	18,311
Net Change in FV of Investments	0	(11,240)	(11,240)	19,222	7,982
TOTAL OPERATING REVENUE	<u>1,546,935</u>	<u>534</u>	<u>1,547,469</u>	<u>25,358</u>	<u>1,572,827</u>
PERSONNEL EXPENSES					
Salaries - Full Time	323,603	(81,786)	241,817	(33,800)	208,017
Overtime	29,333	(14,396)	14,937	8,738	23,675
Salaries - Part Time	114,000	71,280	185,280	56,789	242,069
PERA	24,263	(3,507)	20,756	3,599	24,355
Hospitalization	53,790	(27,259)	26,531	(21,951)	4,580
Life and Disability	896	(629)	267	(120)	147
Long Term Disability	788	124	912	(418)	494
Dental Insurance	3,180	(665)	2,515	(1,926)	589
FSA	0	228	228	(149)	79
FICA	33,469	1,239	34,708	1,059	35,767
Workers Compensation	0	10,468	10,468	5,801	16,269
Unemployment Compensation	13,944	(39)	13,905	(12,534)	1,371
Payroll Contingency	13,864	(3,282)	10,582	(10,582)	0
TOTAL PERSONNEL EXPENSES	<u>611,130</u>	<u>(48,223)</u>	<u>562,907</u>	<u>(5,495)</u>	<u>557,412</u>

	2023	Change	2023	Change	2023
	Adopted	Add (Decrease)	Amended 5/17	Add (Decrease)	Amended 12/20
	<u>Budget</u>		<u>Budget</u>		<u>Budget</u>
COMMODITY EXPENSES					
Office Supplies / Equipment	1,000	2,839	3,839	174	4,013
Operating Supplies & Equipment	30,640	4,359	34,999	2,055	37,054
Motor Fuels	1,500	(209)	1,291	(93)	1,198
Cleaning Supplies / Equipment	11,000	811	11,811	(2,796)	9,015
Clothing	2,500	0	2,500	4,064	6,564
Chemicals (Condensing Towers)	0	6,000	6,000	775	6,775
Safety Supplies & Equipment	788	591	1,379	(350)	1,029
Equipment Parts & Supplies	3,700	(2,500)	1,200	291	1,491
Tires	0	0	0	0	
Building Repair Supplies & Equipment	25,000	7,005	32,005	10,183	42,188
Parking Lot Maintenance Supplies	0	0	0	0	0
Landscaping Materials & Equipment	0	7,000	7,000	(7,000)	0
Signs (Advertising Sales Sign Expenses)	0	6,000	6,000	(5,036)	964
Small Tools/Equipment	2,500	9,000	11,500	(506)	10,994
Computer Supplies	<u>5,000</u>	<u>(614)</u>	<u>4,386</u>	<u>(3,918)</u>	<u>468</u>
TOTAL COMMODITY EXPENSES	<u>83,628</u>	<u>40,282</u>	<u>123,910</u>	<u>(2,156)</u>	<u>121,754</u>
PROFESSIONAL & ADMIN EXPENSES					
Professional Fees	0	0	0	4,514	4,514
Attorney Fees	0	0	0	0	0
Fiscal Management Fee	35,542	3,770	39,312	6,000	45,312
Bank Charges	15,500	2,139	17,639	(17,428)	211
Credit Card Fees			0	22,063	22,063
Audit	6,554	192	6,746	554	7,300
Advertising (Old Dashers/New Media Expense)	6,220	(6,220)	0	820	820
Insurance	25,637	258	25,895	9,325	35,220
Postage & Shipping	0	0	0	19	19
Tuition Reimbursement	0	0	0	0	0
Schools and Conferences	5,000	323	5,323	(4,437)	886
Travel Expenses	0	1,450	1,450	(1,450)	0
Use of Personal Auto	303	409	712	(712)	0
Misc. Expenses (Commissions-Donations)	0	4,236	4,236	2,932	7,168
Dues/Subscriptions/Licenses	<u>16,881</u>	<u>(4,936)</u>	<u>11,945</u>	<u>8,222</u>	<u>20,167</u>
TOTAL PROFESSIONAL EXPENSES	<u>111,637</u>	<u>4,443</u>	<u>116,080</u>	<u>27,599</u>	<u>143,680</u>
CONTRACT EXPENSES					
Other Contractual	69,572	(39,257)	30,315	(3,034)	27,281
Contract Auto Repair	0	1,500	1,500	(1,500)	0
Equipment Repair and Maintenance	20,231	(6,386)	13,845	(4,606)	9,239
Building Repair and Maintenance	87,813	(31,935)	55,878	(5,532)	50,346
Contract Landscaping	4,200	(4,200)	0	225	225

	2023		2023		2023	
	Adopted	Change	Amended 5/17	Change	Amended 12/20	
	<u>Budget</u>	Add (Decrease)	<u>Budget</u>	Add (Decrease)	<u>Budget</u>	
Contract Cleaning	0	0	0	1,922	1,922	
Contract Data Processing			0	29,671	29,671	
Snow Removal	17,860	11,470	29,330	(11,127)	18,203	
TOTAL CONTRACT EXPENSES	<u>199,676</u>	<u>(68,808)</u>	<u>130,868</u>	<u>6,019</u>	<u>136,887</u>	
UTILITY EXPENSES						
Electric Service	239,917	(24,880)	215,037	266	215,303	
Gas Service	89,185	20,537	109,722	(11,240)	98,482	
Water	19,119	3,918	23,037	3,294	26,331	
Waste Disposal	10,459	(4,295)	6,164	598	6,762	
Telephone/IS	3,436	(293)	3,143	467	3,610	
TOTAL UTILITY EXPENSES	<u>362,116</u>	<u>(5,013)</u>	<u>357,103</u>	<u>(6,615)</u>	<u>350,488</u>	
INTEREST AND DEBT EXPENSES						
Debt Service Payments - Major Maintenance (A	12,875	625	13,500	(625)	12,875	
Energy Savings Project - Debt Commitment (AF	0	63,460	63,460	0	63,460	
Debt Service	0	0	0	0	0	
Bad Debts	0	0	0	0	0	
TOTAL INTEREST AND DEBT EXPENSES	<u>12,875</u>	<u>64,085</u>	<u>76,960</u>	<u>(625)</u>	<u>76,335</u>	
CAPITAL EXPENSES						
Capital Outlay Buildings	0	19,564	19,564	(2,372)	17,192	
Capital Outlay Machinery & Equipment	0	12,000	12,000	16,205	28,205	
Capital Outlay Other Improvements	0	0	0	0	0	
Capital Outlay Computers	0	0	0	1,564	1,564	
Transfer to Capital Reserve Fund	140,000	0	140,000	(3)	139,997	
TOTAL CAPITAL EXPENSES	<u>140,000</u>	<u>31,564</u>	<u>171,564</u>	<u>15,394</u>	<u>186,958</u>	
TOTAL EXPENSES	<u>1,521,062</u>	<u>18,330</u>	<u>1,539,392</u>	<u>34,121</u>	<u>1,573,513</u>	
TOTAL NET INCOME	<u>25,873</u>	<u>(17,796)</u>	<u>8,077</u>	<u>(8,764)</u>	<u>(686)</u>	