

Lakeville ARENAS

LAKEVILLE ARENAS BOARD MEETING
OCTOBER 18, 2023



Lakeville Arenas Board Meeting Agenda

Wednesday October 18, 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 Sep 20, 2023.
2. Receipt of Lakeville Arenas Financial Report for Sep 2023.
3. Receipt of Lakeville Arenas Budget Report for Sep 2023.
4. Receipt of Lakeville Arenas Check Register for Sep 2023.
5. Receipt of Lakeville Arenas Portfolio Holdings for Sep 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) Receipt of letter of response from Sheehy Construction regarding non-conforming slab.

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

4) **Arenas Managers Annual Performance Review**

- a) Presentation – Justin Miller.

Action(s) Needed: Motion to approve Arenas Manager Annual Review & Step Increase.

5) **Other Business**

- a) None

6) **Signatures Required**

- a) Lakeville Arenas Board Meeting Minutes for Sep 20, 2023.

7) **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 LAKEVILLE ARENAS
BOARD MEETING – OCTOBER 18, 2023**

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Lakeville Arenas Board Meeting Minutes

Wednesday September 20, 2023

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

1) **Meeting Call to Order**

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

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

Other Present: Joe Bergquist – Arenas Manger, Ken Seiler – Apex Construction.

2) **Consent Agenda**

Motion to approve the consent agenda for the September 20, 2023, Board Meeting was made by Ms. Volk, seconded by Mr. Miller. There was no further discussion. Motion carried 4-0.

3) **Arenas Manager’s Report**

The Arenas General Manager Joe Bergquist reviewed the Managers Report with the board. Discussion took place regarding the notice of non-conforming work for the perimeter slab issued by the project architects. The board agreed with the recommendations by the architects, engineers, and others referenced in the managers report to instruct Sheehy to have the slab removed and re-placed. The board acknowledged that this would likely cause a delay in construction but the need to protect the longevity and use of the facility along with the fiscal investment by the city and its partners in the project outweighed the construction delay should there indeed be one. Mr. Bergquist said that he would have the construction team notify Sheehy of the board’s decision and instructions to remove and replace the non-conforming slab and update the city’s attorney on the situation. Mr. Miller said that he would notify the city council and provide them with an update of the situation.

A motion was made by Mr. Miller accept to accept the Arena Managers Report, Acknowledgements and Approvals as submitted. The motion was seconded by Dr. Van Zyl. No further discussion took place. The motion carried 4-0.

4) **Other Business**

Mr. Miller informed the board that he received notice that the Arenas General Managers annual review and potential step increase was due and that we would take the lead on it and distribute the appropriate forms to the board for their input.

5) **Adjourn**

A motion to adjourn the meeting was made by Mr. Miller. The motion was seconded by Dr. Van Zyle. 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: October 10, 2023
Subject: September 30, 2023 Monthly Financial Statements (unaudited)

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

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

Assets	
Cash	\$ 1,718
Cash on hand	2,000
Investments	611,956
Market Value Adjustment	(14,327)
Interest receivable	4,049
Accounts receivable	51,037
Accounts receivable - Other	104,694
Inventory	11,899
Prepaid expenses	13,875
Total assets	<u>\$ 786,901</u>
Liabilities	
Salaries payable	\$ 14,429
Accounts payable	178,166
Sales tax payable	4,429
Deferred revenue	16,279
Total liabilities	<u>213,303</u>
Net assets	<u>\$ 573,598</u>

As of September, the Lakeville Arenas had cash balances of \$3,718 and an investment balance of \$611,956. Cash and investment balances reflect the need for liquidity due to impending expenditures.

At the end of September, there were fourteen 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 September 30, 2023.

Accounts receivable at September 30, 2023 amounted to \$51,037.35. The table below shows a breakdown of the accounts receivable.

Days	0-30	31-60	61-90	>90	Total
Amount	36,575	4,821	5,013	4,628	51,037
Percentage	72%	9%	10%	9%	100%

<u>ACCOUNTS RECEIVABLE @ 9/30/2023</u>	<u>PER ABOVE</u>	<u>Accts Rec. Sales Tax</u>	<u>Late Fees</u>	<u>Accts Rec. Rental</u>	<u>Payment Date</u>
FOUR STAR HOCKEY	(06/23, 07/23 & 08/23)	9,900.00	705.38	10,605.38	
MARK OLSEN (FOUR STAR) - RETURNED PMT	(06/23, 07/23 & 08/23)	3,600.00	256.50	3,856.50	
HERITAGE FIGURE SKATING CLUB (HFSC)	(09/23)	6,660.00	-	6,660.00	
PERFECTLY UNIQUE EVENTS - Dry Floor	(09/23)	600.00	42.75	642.75	
MN HOCKEY - HP 18'S	(09/23)	720.00	-	720.00	
MN MENACE - 2012'S	(09/23)	1,260.00	89.78	1,349.78	
LHA JR GOLD PROGRAM - JIM CONDON	(09/23)	720.00	51.30	771.30	
NORTH HOCKEY CAMPS	(09/23)	4,320.00	307.80	4,627.80	
SOUTH HOCKEY STORM CAMP	(09/23)	4,860.00	346.26	5,206.26	
NORTH BOYS HS BOOSTER CLUB	(09/23)	3,240.00	230.85	3,470.85	
SOUTH HS BOYS BOOSTER CLUB	(09/23)	3,240.00	-	3,240.00	
LHA U15 PRORAM ICE	(09/23)	540.00	-	540.00	
HALL OF FAME HOCKEY	(09/23)	2,160.00	153.90	2,313.90	
MGHCA - PREMIER PREP LEAGUE	(09/23)	1,980.00	-	1,980.00	
SOUTH HS GIRLS BOOSTER CLUB	(09/23)	1,080.00	-	1,080.00	
LHA ICE	(09/23)	2,700.00	-	2,700.00	
SEAN WALKER	(09/23)	180.00	12.83	192.83	
NORTH GIRLS HS BOOSTER CLUB	(09/23)	1,080.00	-	1,080.00	
		-	-	-	-
Total Accounts Receivable		48,840.00	2,197.35	51,037.35	-

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

Prepaid expenses include workers compensation (4th quarter 2023) and general liability insurance (4th quarter 2023).

Salaries payable of \$ 14,429, represents wages earned through September 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 NINE-MONTH PERIOD ENDING SEPTEMBER 30, 2023

(unaudited)

	Amended	9/30/2023	Variance From Amended Budget		9/30/2022	Variance from 2022 Actual
	Budget	Actual	Pos / (Neg)	%	Actual	Pos / (Neg)
Operating Revenues						
Arena rental	\$ 1,160,371	\$ 691,557	\$ (468,814)	59.6%	\$ 668,676	\$ 22,881
Learn to skate	86,544	68,173	(18,371)	78.8%	53,517	14,656
Admissions-public skating	54,250	29,801	(24,449)	54.9%	24,248	5,553
Arena Programming	29,641	25,369	(4,272)	0.0%	17,037	8,332
Event admissions (net of ISD reimb)	39,110	26,268	(12,842)	67.2%	31,444	(5,176)
Concession sales (net)	111,769	83,492	(28,277)	74.7%	41,378	42,114
Proshop sales (net)	4,732	3,818	(914)	80.7%	930	2,888
Skate sharpening	7,915	4,363	(3,552)	55.1%	3,013	1,350
Skate rental	6,026	3,117	(2,909)	51.7%	3,303	(186)
Vending machines	3,852	2,429	(1,423)	63.1%	939	1,490
Other - advertising contract	42,364	37,388	(4,976)	88.3%	22,390	14,998
Other / donations	5,757	1,627	(4,130)	0.0%	1,936	(309)
Interest income	6,378	14,875	8,497	233.2%	2,519	12,356
Net Chg in FV of Investments	(11,240)	2,467	13,707	0.0%	(16,932)	19,399
Total revenues	<u>1,547,469</u>	<u>994,744</u>	<u>(552,725)</u>	<u>64.3%</u>	<u>854,398</u>	<u>140,346</u>
Operating Expenses						
Personnel	562,907	384,964	177,943	68.4%	345,193	(39,771)
Commodities	106,524	69,893	36,631	65.6%	34,782	(35,111)
Utilities	324,759	221,371	103,388	68.2%	197,938	(23,433)
Contractual	112,738	60,474	52,264	53.6%	101,808	41,334
Other	280,342	192,566	87,776	68.7%	118,699	(73,867)
Debt service	13,500	12,875	625	0.0%	7,375	(5,500)
Capital reserve fund	140,000	105,000	35,000	75.0%	105,000	-
Total Expenses	<u>1,540,770</u>	<u>1,047,143</u>	<u>493,627</u>	<u>68.0%</u>	<u>910,795</u>	<u>(136,348)</u>
Change in fund balance	6,699	(52,399)	(59,098)		(56,397)	3,998
Fund balance - January 1, 2023		<u>462,882</u>				
Fund balance - September 30, 2023		<u>\$ 410,483</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 NINE-MONTH PERIOD ENDING SEPTEMBER 30, 2023
(unaudited)**

	2023 Amended Budget	9/30/2023 Actual	Variance from Amended Budget Positive(Negative)
Revenues			
From General Fund	\$ 140,000	\$ 105,000	\$ (35,000)
Interest Revenue	<u>3,464</u>	<u>7,696</u>	<u>\$ 4,232</u>
Total Revenues	143,464	112,696	(30,768)
Expenses			
	<u>320,000</u>	<u>311,991</u>	<u>8,009</u>
Change in fund balance	(176,536)	(199,295)	22,759
Fund balance - January 1, 2023		<u>362,410</u>	
Fund balance - August 31, 2023		<u>\$ 163,115</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 September 30, 2023 Financial Report.



LAKEVILLE ARENAS
Financial Statements as of 09/30/23
(Preliminary and Unaudited)

ASSETS	OPERATIONS	CAPITAL PROJECTS	COMBINED
Current Assets			
Cash & Investments	\$ 454,193	\$ 161,481	\$ 615,674
Market Value Adjustment	(14,327)	-	(14,327)
Interest Receivable	2,415	1,634	4,049
Accounts Receivable - Customers	51,037	-	51,037
Accounts Receivable - Other	104,694	-	104,694
Inventory	11,899	-	11,899
Prepaid Expenses	13,875	-	13,875
Total Current Assets	623,786	163,115	786,901
Total Assets	\$ 623,786	\$ 163,115	\$ 786,901
LIABILITIES AND RETAINED EARNINGS			
Current Liabilities			
Wages Payable	\$ 14,429	\$ -	\$ 14,429
Accounts Payable	178,166	-	178,166
Sales Tax Payable	4,429	-	4,429
Deferred Revenue - Advertising	16,279	-	16,279
Total Current Liabilities	213,303	-	213,303
Retained Earnings			
Reserved for Future Capital Purchases	-	163,115	163,115
Unreserved	410,483	-	410,483
Total Retained Earnings	410,483	163,115	573,598
Total Liabilities and Retained Earnings	\$ 623,786	\$ 163,115	\$ 786,901



LAKEVILLE ARENAS
Financial Statements as of 09/30/2023
(Preliminary and Unaudited) - Operations Only

	2023		Variance from		Variance from	
	Amended Budget	9/30/2023 Actual	Amended Budget Positive (Negative)	Actual Percent	9/30/2022 Actual	2022 Actual Positive (Negative)
Operating Revenues						
Ice Rental	\$ 1,150,622	\$ 681,277	\$ (469,345)	59.2%	\$ 649,298	\$ 31,979
Dry Floor Activities	9,749	10,280	531	105.4%	19,378	(9,098)
Learn to Skate	86,544	68,173	(18,371)	78.8%	53,517	14,656
Admissions-Public Skating	54,250	29,801	(24,449)	54.9%	24,248	5,553
Arena Programming	29,641	25,369	(4,272)	85.6%	17,037	8,332
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Interest Income	6,378	14,875	8,497	233.2%	2,519	12,356
Net Chg in FV of Investments	(11,240)	2,467	13,707	0.0%	(16,932)	19,399
Total Revenues	1,547,469	994,744	(552,725)	64.3%	854,398	140,346
Operating Expenses						
Salaries - Full Time	241,818	145,030	96,788	60.0%	166,714	21,684
Salaries - Full Time - Overtime	14,937	20,966	(6,029)	140.4%	10,298	(10,668)
Salaries - Part Time	185,280	158,680	26,600	85.6%	93,783	(64,897)
Pera	20,756	17,631	3,125	84.9%	16,305	(1,326)
FICA	34,708	25,018	9,690	72.1%	20,687	(4,331)
Employee Insurance	-	-	-	-	(5)	(5)
Hospitalization	26,531	4,580	21,951	17.3%	16,752	12,172
Life and Disability	267	(57)	324	0.0%	60	117
Long Term Disability	912	267	645	29.3%	339	72
Unemployment Compensation	13,905	678	13,227	0.0%	10,034	9,356
FSA Plan	228	33	195	0.0%	55	22
Dental Insurance	2,515	161	2,354	6.4%	1,186	1,025
Workers Compensation	10,468	11,977	(1,509)	114.4%	8,985	(2,992)
Salary Contingency	10,582	-	10,582	0.0%	-	-
Office Supplies	3,839	2,782	1,057	72.5%	2,716	(66)
Operating Supplies	34,999	22,327	12,672	63.8%	10,150	(12,177)
Motor Fuels	1,291	776	515	60.1%	783	7
Cleaning Supplies	11,811	6,907	4,904	58.5%	4,754	(2,153)
Clothing	2,500	-	2,500	0.0%	36	36
Chemicals	6,000	4,374	1,626	72.9%	-	(4,374)
Safety Supplies	1,379	929	450	67.4%	625	(304)
Equipment Parts/Building Supplies	33,205	24,304	8,901	73.2%	15,340	(8,964)
Small Tools/Equipment	11,500	7,494	4,006	65.2%	378	(7,116)
Computer Supplies	4,386	381	4,005	0.0%	-	(381)
Fiscal Management Fee	39,312	29,484	9,828	75.0%	27,441	(2,043)
Bank Charges	17,639	17,371	268	98.5%	12,153	(5,218)
Audit	6,746	7,300	(554)	108.2%	6,695	(605)
Use of Personal Auto	712	-	712	0.0%	122	122
Advertising	6,000	565	5,435	9.4%	6,968	6,403
Insurance	25,895	26,415	(520)	102.0%	18,851	(7,564)
Electric Service	215,037	154,244	60,793	71.7%	139,837	(14,407)
Gas Service	109,722	67,127	42,595	61.2%	58,101	(9,026)
Utility Energy Savings (APEX)	63,460	-	63,460	0.0%	-	-
Water and Sewer Service	23,037	18,282	4,755	79.4%	17,642	(640)
Waste Disposal	6,164	5,435	729	88.2%	5,610	175
Telephone/Pager	3,143	2,398	745	76.3%	2,217	(181)
Postage	-	19	(19)	-	-	(19)
Other Contractual/Landscaping	41,515	21,280	20,235	51.3%	40,622	19,342
Equipment Repair and Maintenance	15,345	7,931	7,414	51.7%	9,670	1,739
Building Repair and Maintenance	55,878	31,263	24,615	55.9%	51,516	20,253
Contract Cleaning	-	1,922	(1,922)	0.0%	-	(1,922)
Debt Service Payments - Major Maintenance	13,500	12,875	625	95.4%	7,375	(5,500)
Schools and Conferences	5,323	886	4,437	16.6%	347	(539)
Business Meetings/Misc. Expenses	5,686	271	5,415	4.8%	-	(271)
Dues/Subscriptions/Licenses	11,945	17,881	(5,936)	149.7%	10,590	(7,291)
Snow Removal	29,330	16,995	12,335	57.9%	10,063	(6,932)
Capital Outlay	31,564	46,961	(15,397)	148.8%	-	(46,961)
Capital Reserve Fund	140,000	105,000	35,000	75.0%	105,000	-
Total Expenses	1,540,770	1,047,143	493,627	68.0%	910,795	(136,348)
Net Income (Loss)	\$ 6,699	\$ (52,399)	\$ (59,098)	0.0%	\$ (56,397)	\$ 3,998

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

Council Check Summary

9/1/2023 - 9/30/2023

Check #	Date	Amount	Supplier / Explanation	PO#	Doc No	Inv No	BU	Obj	Sub	Subledger	Account Description	BU Description	Co	Dept	Div
14277	9/13/2023		132226 CCP NI MASTER TENANT 4 LLC												
		5,279.78	SOLAR CREDITS JULY		425780	JULY2023	8979	6271			ELECTRIC SERVICE	AMES GENERAL	08970	90	90
		5,279.78													
14280	9/13/2023		133853 CINTAS												
		8.23	RUG & TOWEL SERVICE 8/28/23		425855	4165987992	8979	6280			OTHER CONTRACTUAL	AMES GENERAL	08970	90	90
		8.23													
14292	9/13/2023		110535 DALCO ENTERPRISES INC												
		2,037.90	HASSE T5 SCRUBBER REPAIR CR		425856	4125459CR	8989	6282			CONTRACT EQUIPMENT REPAIR	HASSE GENERAL	08970	90	90
		2,037.90	HASSE T5 SCRUBBER REPAIR		425857	4125459	8989	6282			CONTRACT EQUIPMENT REPAIR	HASSE GENERAL	08970	90	90
14295	9/13/2023		100303 DICK'S SANITATION												
		525.83	SEPT 2023 SERVICES		426342	9546534T460	8979	6275			WASTE DISPOSAL	AMES GENERAL	08970	90	90
		525.83													
14305	9/13/2023		114176 FASTENAL COMPANY												
		23.29	JANITORIAL SUPPLIES		425858	MNLAK199359	8979	6123			CLEANING SUPPLIES	AMES GENERAL	08970	90	90
		23.29													
14344	9/13/2023		121801 MEI TOTAL ELEVATOR SOLUTIONS												
		698.00	ELEVATOR SERVICE CALL 8/9/23		425859	1033525	8989	6283			CONTRACT BUILDING REPAIR	HASSE GENERAL	08970	90	90
		227.18	SEPT 2023 SERVICES		425860	1036496	8989	6283			CONTRACT BUILDING REPAIR	HASSE GENERAL	08970	90	90
		925.18													
14345	9/13/2023		139263 METRO GARAGE DOOR CO												
		8,692.00	RINK 2 DOOR REPLACEMENT		425861	316159	8979	6520			CAP OUTLAY BUILDINGS	AMES GENERAL	08970	90	90
		8,692.00													
14362	9/13/2023		100474 R & R SPECIALTIES INC												
		11,250.00	ZAM REPAIR BATTERIES 8/17/23		425863	0079546-IN	8979	6540			CAP OUTLAY MACHINERY/EQUIPME	AMES GENERAL	08970	90	90
		3,134.00	RINK SUPPLIES ICE PAINT		425862	0079572-IN	8989	6120			OPERATING SUPPLIES	HASSE GENERAL	08970	90	90
		14,384.00													
14368	9/13/2023		126750 SCR INC												
		482.54	BLEACHER HEATERS REP 8/11/23		425865	W90640	8979	6283			CONTRACT BUILDING REPAIR	AMES GENERAL	08970	90	90
		424.58	RINK 1 LOBBY RTU REPAIR8/14/23		425866	W90655	8979	6283			CONTRACT BUILDING REPAIR	AMES GENERAL	08970	90	90
		907.12													
14389	9/13/2023		118279 ULINE												
		2,090.38	BLDG SUPPLY CONCESSIONS REMDL		425868	166984046	8989	6133			BUILDING REPAIR SUPPLIES	HASSE GENERAL	08970	90	90
		2,090.38													
14402	9/13/2023		100572 ACE HARDWARE												
		10.99	9V BATTERIES		426352	301116-202308	8979	6133			BUILDING REPAIR SUPPLIES	AMES GENERAL	08970	90	90
		47.75	DRILL BIT(4), ROLLERS, TAPE		426352	301116-202308	8989	6133			BUILDING REPAIR SUPPLIES	HASSE GENERAL	08970	90	90
		57.56	PAINT(1 GAL), ROLLERS, TRAY		426352	301116-202308	8989	6133			BUILDING REPAIR SUPPLIES	HASSE GENERAL	08970	90	90

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Council Check Summary

9/1/2023 - 9/30/2023

Check #	Date	Amount	Supplier / Explanation	PO#	Doc No	Inv No	BU	Obj	Sub	Subledger	Account Description	BU Description	Co	Dept	Div	
14536	9/27/2023		136576 VONAGE BUSINESS													
		98.18	PHONE SERVICE SEPT 2023		427164	INV09709981	8979	6276			TELEPHONE	AMES GENERAL	08970	90	90	
		73.13	PHONE SERVICE SEPT 2023		427164	INV09709981	8989	6276			TELEPHONE	HASSE GENERAL	08970	90	90	
		171.31														
14540	9/27/2023		137335 WALCOTT SOLAR, LLC													
		7,421.48	SOLAR CREDITS AUG		427249	2309-6993A	8979	6271			ELECTRIC SERVICE	AMES GENERAL	08970	90	90	
		4,211.56	SOLAR CREDITS AUG		427249	2309-6993A	8989	6271			ELECTRIC SERVICE	HASSE GENERAL	08970	90	90	
		11,633.04														
320173	9/12/2023		100025 CITY OF LAKEVILLE													
		6,000.00	2007 CHEV PICKUP VIN0968 SALE		425854	20230901	8970	6540			CAP OUTLAY MACHINERY/EQUIPME	LAKEVILLE ARENAS ADMIN	08970	90	90	
		6,000.00														
320330	9/26/2023		137994 CHEMAQUA													
		565.00	COOLING TWR WTR PROG 9/10/23		427169	8381252	8979	6126			CHEMICALS	AMES GENERAL	08970	90	90	
		565.00														
320333	9/26/2023		100025 CITY OF LAKEVILLE													
		3,276.00	SEPT 2023 FISCAL AGENT FEES		427171	34503	8970	6214			FISCAL CONSULTANT FEES	LAKEVILLE ARENAS ADMIN	08970	90	90	
		3,276.00														
320351	9/26/2023		103108 ELECTRONIC DESIGN CO													
		453.00	AMES BLDG SOUND SYS SURVEY		427173	M126622	8979	6283			CONTRACT BUILDING REPAIR	AMES GENERAL	08970	90	90	
		608.50	HASSE BLDG SOUND SYS SURVEY		427172	M126621	8989	6283			CONTRACT BUILDING REPAIR	HASSE GENERAL	08970	90	90	
		1,061.50														
320357	9/26/2023		140690 FINNLY TECH INC													
		3,805.00	ICE SCHEDULING SW9/2023-9/2024		427177	1307	8970	6313			DUES AND SUBSCRIPTIONS	LAKEVILLE ARENAS ADMIN	08970	90	90	
		3,805.00														
320361	9/26/2023		100341 FRONTIER COMMUNICATIONS													
		103.06	AUG 2023 HASSE ELEVATOR		427178	91807-08	8989	6276			TELEPHONE	HASSE GENERAL	08970	90	90	
		103.06														
320388	9/26/2023		135432 MARCO TECHNOLOGIES LLC													
		277.17	ARENAS-COPIER MAINT		427159	510106420	8979	6110			OFFICE SUPPLIES	AMES GENERAL	08970	90	90	
		277.17														
320398	9/26/2023		119725 MN ENERGY RESOURCES CORP													
		1,835.82	AMES ARENA		427240	202308	8979	6272			GAS SERVICE	AMES GENERAL	08970	90	90	
		2,069.51	HASSE ARENA		427240	202308	8989	6272			GAS SERVICE	HASSE GENERAL	08970	90	90	
		3,905.33														
20230444	9/8/2023		137859 CITY OF LAKEVILLE-ARENAS													
		10,509.20	ARENAS PAYROLL PPE 09/03/23		426360	20230903	8970	1010			CASH - GENERAL	LAKEVILLE ARENAS ADMIN	08970	90	90	
		4,707.94	ARENAS PAYROLL PPE 09/03/23		426360	20230903	8970	2030			ACCRUED SALARIES PAYABLE	LAKEVILLE ARENAS ADMIN	08970	90	90	

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Council Check Summary

9/1/2023 - 9/30/2023

Check #	Date	Amount	Supplier / Explanation	PO#	Doc No	Inv No	BU	Obj	Sub	Subledger	Account Description	BU Description	Co	Dept	Div
		64.98-	ARENAS LIFE INS PPE 09/03/23		426360	20230903	8970	6052			LIFE AND DISABILITY INSURANC	LAKEVILLE ARENAS ADMIN	08970	90	90
		15,152.16													
20230447	9/11/2023		136242 WELLS FARGO PCARD-ARENAS												
		204.84	SAMS-CONCESSIONS INVENTORY		426616	202308	8970	5532			ICE ARENA CONCESSIONS COGS	LAKEVILLE ARENAS ADMIN	08970	90	90
		119.95	WM-CONCESSIONS CERT FOOD-LORI		426616	202308	8970	6313			DUES AND SUBSCRIPTIONS	LAKEVILLE ARENAS ADMIN	08970	90	90
		757.02	SAMS-CONCESSIONS INVENTORY		426616	202308	8970	5532			ICE ARENA CONCESSIONS COGS	LAKEVILLE ARENAS ADMIN	08970	90	90
		350.90	MENARD-COOLING TOWER SALT		426616	202308	8970	6126			CHEMICALS	LAKEVILLE ARENAS ADMIN	08970	90	90
		9.26-	MENARD-CONCESSIONS INVENTORY		426616	202308	8970	5532			ICE ARENA CONCESSIONS COGS	LAKEVILLE ARENAS ADMIN	08970	90	90
		644.90	MENARD-CONCESSIONS INVENTORY		426616	202308	8970	5532			ICE ARENA CONCESSIONS COGS	LAKEVILLE ARENAS ADMIN	08970	90	90
		147.36	GETSLING-EE SCHEDULE APP SUBS		426616	202308	8970	6313			DUES AND SUBSCRIPTIONS	LAKEVILLE ARENAS ADMIN	08970	90	90
		14,225.27	WELLS FARGO CC		426616	202308	8970	1010			CASH - GENERAL	LAKEVILLE ARENAS ADMIN	08970	90	90
		14,225.27-	WELLS FARGO CC		426616	202308	8970	1022			CASH - LAKEVILLE AMES ARENA	LAKEVILLE ARENAS ADMIN	08970	90	90
		88.60	KWIK TRIP-TRUCK FUEL 22GAL		426616	202308	8979	6121			MOTOR FUELS	AMES GENERAL	08970	90	90
		6.64	AMZN-LTS OPTS SUPPLY-STICKERS		426616	202308	8979	6120			OPERATING SUPPLIES	AMES GENERAL	08970	90	90
		201.73	MENARD-AMES BLEACHERS GAP REP		426616	202308	8979	6133			BUILDING REPAIR SUPPLIES	AMES GENERAL	08970	90	90
		20.22	KWIK TRIP-MOWER FUEL 5.18 GAL		426616	202308	8979	6121			MOTOR FUELS	AMES GENERAL	08970	90	90
		10.18	MENARD-AMES BLEACHER GAP REP		426616	202308	8979	6133			BUILDING REPAIR SUPPLIES	AMES GENERAL	08970	90	90
		198.96	AMZN-CONCESSIONS SUPPLIES		426616	202308	8979	6120			OPERATING SUPPLIES	AMES GENERAL	08970	90	90
		21.08	AMZN-CONCESSIONS SUPPLIES		426616	202308	8979	6120			OPERATING SUPPLIES	AMES GENERAL	08970	90	90
		5.99	AMZN-CONCESSIONS SUPPLIES		426616	202308	8979	6120			OPERATING SUPPLIES	AMES GENERAL	08970	90	90
		90.90	AMZN-CONCESSIONS SUPPLIES		426616	202308	8979	6120			OPERATING SUPPLIES	AMES GENERAL	08970	90	90
		61.92	KWIK TRIP-TRUCK FUEL 16 GAL		426616	202308	8979	6121			MOTOR FUELS	AMES GENERAL	08970	90	90
		37.96	AMZN-CONCESSIONS SUPPLIES		426616	202308	8979	6120			OPERATING SUPPLIES	AMES GENERAL	08970	90	90
		47.36	AMZN-JANITORIAL SUPPLIES		426616	202308	8979	6123			CLEANING SUPPLIES	AMES GENERAL	08970	90	90
		107.07	VISTAPRINT-BIZ CARDS-TONYA P		426616	202308	8979	6110			OFFICE SUPPLIES	AMES GENERAL	08970	90	90
		302.90	MENARD-HASSE CONCESSIONS RENO		426616	202308	8989	6133			BUILDING REPAIR SUPPLIES	HASSE GENERAL	08970	90	90
		139.93	MENARD-HASSE PAINTING&BRANDING		426616	202308	8989	6133			BUILDING REPAIR SUPPLIES	HASSE GENERAL	08970	90	90
		130.20	MENARD-HASSE CONCESSIONS RENO		426616	202308	8989	6133			BUILDING REPAIR SUPPLIES	HASSE GENERAL	08970	90	90
		322.04	MENARD-HASSE CONCESSIONS RENO		426616	202308	8989	6133			BUILDING REPAIR SUPPLIES	HASSE GENERAL	08970	90	90
		277.60	MENARD-HASSE PAINTING&BRANDING		426616	202308	8989	6133			BUILDING REPAIR SUPPLIES	HASSE GENERAL	08970	90	90
		149.63	MENARD-HASSE PAINTING&BRANDING		426616	202308	8989	6133			BUILDING REPAIR SUPPLIES	HASSE GENERAL	08970	90	90
		211.04	MENARDS-HASSE CONCESSIONS RENO		426616	202308	8989	6133			BUILDING REPAIR SUPPLIES	HASSE GENERAL	08970	90	90
		202.13	MENARD-HASSE CONCESSIONS RENO		426616	202308	8989	6133			BUILDING REPAIR SUPPLIES	HASSE GENERAL	08970	90	90
		614.59	MENARD-HASSE PAINTING&BRANDING		426616	202308	8989	6133			BUILDING REPAIR SUPPLIES	HASSE GENERAL	08970	90	90
		1,433.02	WEBSTRT-HASSE RENO TABLE,EQUIP		426616	202308	8989	6120			OPERATING SUPPLIES	HASSE GENERAL	08970	90	90
		36.96	MENARD-HASSE PAINTING&BRANDING		426616	202308	8989	6133			BUILDING REPAIR SUPPLIES	HASSE GENERAL	08970	90	90
		1,131.91	NOR TOOL -HASSE DASHER BRD REM		426616	202308	8989	6133			BUILDING REPAIR SUPPLIES	HASSE GENERAL	08970	90	90
		997.24	MENARD-HASSE CONCESSIONS RENO		426616	202308	8989	6133			BUILDING REPAIR SUPPLIES	HASSE GENERAL	08970	90	90
		60.94	MENARD-HASSE PAINTING&BRANDING		426616	202308	8989	6133			BUILDING REPAIR SUPPLIES	HASSE GENERAL	08970	90	90
		10.18-	MENARD-HASSE PAINTING&BRANDING		426616	202308	8989	6133			BUILDING REPAIR SUPPLIES	HASSE GENERAL	08970	90	90
		678.33	MENARD-HASSE CONCESSIONS RENO		426616	202308	8989	6133			BUILDING REPAIR SUPPLIES	HASSE GENERAL	08970	90	90

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Council Check Summary

9/1/2023 - 9/30/2023

Check #	Date	Amount	Supplier / Explanation	PO#	Doc No	Inv No	BU	Obj	Sub	Subledger	Account Description	BU Description	Co	Dept	Div
		207.96	MENARD-HASSE CONCESSIONS RENO		426616	202308	8989	6133			BUILDING REPAIR SUPPLIES	HASSE GENERAL	08970	90	90
		610.08	WEBSTRT-HASSE RENO TABLE,EQUIP		426616	202308	8989	6120			OPERATING SUPPLIES	HASSE GENERAL	08970	90	90
		30.55	MENARD-HASSE PAINTING&BRANDING		426616	202308	8989	6133			BUILDING REPAIR SUPPLIES	HASSE GENERAL	08970	90	90
		1,323.51	WEBSTRT-HASSE RENO TABLE,EQUIP		426616	202308	8989	6120			OPERATING SUPPLIES	HASSE GENERAL	08970	90	90
		838.24	WEBSTRT-HASSE RENO TABLE,EQUIP		426616	202308	8989	6120			OPERATING SUPPLIES	HASSE GENERAL	08970	90	90
		28.46	MENARD-HASSE PAINTING&BRANDING		426616	202308	8989	6133			BUILDING REPAIR SUPPLIES	HASSE GENERAL	08970	90	90
		47.59	MENARD-HASSE PAINTING&BRANDING		426616	202308	8989	6133			BUILDING REPAIR SUPPLIES	HASSE GENERAL	08970	90	90
		815.52	MENARD-HASSE PAINTING&BRANDING		426616	202308	8989	6133			BUILDING REPAIR SUPPLIES	HASSE GENERAL	08970	90	90
		530.76	MENARD-HASSE PAINTING&BRANDING		426616	202308	8989	6133			BUILDING REPAIR SUPPLIES	HASSE GENERAL	08970	90	90
		<u>14,225.27</u>													
20230448	9/13/2023		117167 WELLS FARGO PCARD-CITY												
		119.00	B2B PRIME -ANNUAL FEE		426617	202308	8970	6313			DUES AND SUBSCRIPTIONS	LAKEVILLE ARENAS ADMIN	08970	90	90
		<u>119.00</u>													
20230462	9/22/2023		137859 CITY OF LAKEVILLE-ARENAS												
		11,513.29	ARENAS PAYROLL PPE 09/03/23		427259	20230917	8970	1010			CASH - GENERAL	LAKEVILLE ARENAS ADMIN	08970	90	90
		5,363.55	ARENAS PAYROLL PPE 09/03/23		427259	20230917	8970	2030			ACCRUED SALARIES PAYABLE	LAKEVILLE ARENAS ADMIN	08970	90	90
		64.98	ARENAS LIFE INS PPE 09/03/23		427259	20230917	8970	6052			LIFE AND DISABILITY INSURANC	LAKEVILLE ARENAS ADMIN	08970	90	90
		<u>16,811.86</u>													
20230463	9/25/2023		140607 WEX HEALTH - CITY												
		2.75	AUG 2023 ADMIN FEE		427270	0001808039	8970	6057			FSA PLAN	LAKEVILLE ARENAS ADMIN	08970	90	90
		<u>2.75</u>													
20230466	9/27/2023		117549 MADISON NATL LIFE INSURANCE CO INC												
		26.39	SEPT 2023 PREMIUM		427260	202309	8970	6053			LONG TERM DISABILITY	LAKEVILLE ARENAS ADMIN	08970	90	90
		<u>26.39</u>													
20230476	9/29/2023		137859 CITY OF LAKEVILLE-ARENAS												
		1,241.34	ARENAS PAYROLL PPE 09/28/23		428360	20230928	8970	1010			CASH - GENERAL	LAKEVILLE ARENAS ADMIN	08970	90	90
		431.57	ARENAS PAYROLL PPE 09/28/23		428360	20230928	8970	2030			ACCRUED SALARIES PAYABLE	LAKEVILLE ARENAS ADMIN	08970	90	90
		<u>1,672.91</u>													
20230477	9/29/2023		120627 MINNESOTA LIFE INSURANCE CO												
		137.35	SEPT 2023 PREMIUM		428365	202309	8970	6052			LIFE AND DISABILITY INSURANC	LAKEVILLE ARENAS ADMIN	08970	90	90
		<u>137.35</u>													
20230478	9/28/2023		100028 CITY OF LAKEVILLE												
		5,698.29	AMES ARENA 05/18/2023 - 08/16/		428394	5/18/23-8/16/23	8979	6274			WATER	AMES GENERAL	08970	90	90
		1,949.75	HASSE ARENA 05/18/2023 - 08/16		428394	5/18/23-8/16/23	8989	6274			WATER	HASSE GENERAL	08970	90	90
		<u>7,648.04</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 9/30/2023

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	5.313	51,956.43	51,956.43	51,956.43	51,956.43	N/A	1		8.49
BMW Bank, N.A. 0.25 10/16/2023	05580AZG2	4/16/2021	0.250	25,000.00	25,000.00	25,000.00	24,939.65	10/16/2023	16	28.60	4.09
Key Bank, Cleveland OH 4.9 11/6/2023	49306SK47	4/24/2023	4.900	40,000.00	40,000.00	40,000.00	39,974.76	11/6/2023	37	853.81	6.54
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	39,880.22	2/2/2024	125	1,249.32	6.54
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	39,874.21	2/29/2024	152	314.19	6.54
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	48,049.77	7/1/2024	275	37.81	8.17
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	39,221.23	8/12/2024	317	183.56	6.54
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	49,651.27	9/3/2024	339	187.95	8.17
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	37,865.60	10/7/2024	373	48.22	6.54
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	49,066.23	8/6/2025	676	151.23	8.17
BMW Bank, N.A. 5.1 9/17/2025	05580AX58	3/17/2023	5.100	40,000.00	40,000.00	40,000.00	39,642.16	9/17/2025	718	72.66	6.54
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	36,129.64	10/7/2025	738	86.79	6.54
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	22,613.62	10/20/2025	751	12.91	4.09
Discover Bank, Greenwood DE 5.1 3/23/2026	2546733A2	3/22/2023	5.100	40,000.00	40,000.00	40,000.00	39,641.62	3/23/2026	905	44.71	6.54
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	39,123.44	4/27/2026	940	777.86	6.54
Sub Total / Average Lakeville - Arenas			3.455	611,956.43	611,956.43	611,956.43	597,629.85		418	4,049.62	100.00
Total / Average			3.455	611,956.43	611,956.43	611,956.43	597,629.85		418	4,049.62	100

Lakeville ARENAS

LAKEVILLE ARENAS OCTOBER 2023 MANAGER'S REPORT



Date: October 17, 2023

To: Lakeville Arenas Board of Directors

Fr: Joe Bergquist – Lakeville Arenas General Manager

Re: Lakeville Arenas Managers Report for October 2023

I. OPERATIONS

A. Customer News & Updates

1. **LHA** – LHA team try-outs have wrapped up and the season is now underway. We have received the new sound systems for Ames & Hasse that LHA is providing in exchange for the Arenas providing some of the additional amenities for the pavilion rink.
2. **High Schools** – The girl’s high school hockey season begins on October 30, followed by the boy’s season on November 13th. Equipment for the new light show that the boy’s booster club is purchasing has arrived and staff will be installing it in early November.
3. **Heritage Figure Skating Club** – No new news to report.
4. **Events**
 - a. Extra open skating and hockey events have been scheduled during the MEA Break.

B. Arena Programs

1. **Learn To Skate**
 - a. **Fall Session:** Our fall session has over 240 registrations, which exceeded the old fall record of 135 students. The fall session began on Sat 10/14 and runs through Sunday 12/17.
 - b. **Learn to Skate USA Membership Recognition Award:** Our Learn to Skate Program reached another milestone with over 600 memberships in the 2022-2023 season. They are currently fourth in the state and top ten in their region.

C. Ice Rental Hours

<u>ICE HOURS</u>	<u>Sep-23</u>	<u>Sep-23 YTD</u>	<u>Sep-22</u>	<u>Sep-22 YTD</u>
LHA	22	1015	10	957
Clinic/Camps	82	655	87	662
Other Ice	148	609	99	668
ISD 194	0	432	0	431
HFSC	37	280	36	278
Adult Hockey	19	220	23	148
Misc Pickup Ice	4	63	19	66
Total Hours	312	3274	274	3210

D. Welcome Center Operations

1. **Concessions** – The busy concessions season will be starting up in November. We are switching to fresh ground caribou coffee this season. The newly renovated Hasse concessions opened October 14. The Ames Concession Stand is undergoing renovations while open over the next month and will be ready when the busy high school and tournament seasons kicks off.
2. **Pro Shop** – Both pro shops are up and running, we added a new 2nd sharpener to Hasse to help speed up skate sharpening. We plan to expand offering starting in November.
3. **Public Activities** – Public Open Skating is back at Hasse, and attendance is picking up as it gets colder. Open stick and puck before school and during dead ice continues to be popular but has declined compared to last year when it was expanded.

E. Staffing

1. Full Time Staffing

- a. We lost a Full-Time Supervisor recently and are reposting the position as we only had a couple applicants on the current list.
- b. We again did not have any applicants for the full-time driver position that was reposted through the end of the September. We have reposted the position again.

2. Part Time Staffing

We are still struggling to hire operations workers for the upcoming season. We are going to try and hire some part-time supervisors to help fill the void in our concessions stand. We are hopeful that the higher wage may attract adults looking for some extra work.

F. REPAIR & MAINTENANCE

9/12/2023	482.54	SCR INC	BLEACHER HEATERS REP 8/11/23
9/12/2023	698.00	MEI TOTAL ELEVATOR SOLUTIONS	ELEVATOR SERVICE CALL 8/9/23
9/12/2023	424.58	SCR INC	RINK 1 LOBBY RTU REPAIR 8/14/23
9/26/2023	453.00	ELECTRONIC DESIGN CO	AMES BLDG SOUND SYS SURVEY
9/26/2023	608.50	ELECTRONIC DESIGN CO	HASSE BLDG SOUND SYS SURVEY

II. CONSTRUCTION & STAFF PROJECTS

A. Pavilion Rink

1. Roof & Sitework

- a. **Perimeter Slab** – We received an official response from Sheehy on October 11 and a letter (attached) from their subcontractor Dayco claiming the work is fine and as expected Sheehy is supporting their opinion that the slab does not need to be replaced. Our construction team will be meeting to review and address the items in the letter, and we will then provide our attorney with a rebuttal to their claims in the letter.

We are also going to ask for a meeting with Braun, which is the city’s testing company that submitted the original letter to Sheehy stating it conformed to sidewalk construction practices but admitted that plans and specs had not been reviewed or considered prior to or after the inspection. We are hopeful that they will retract their original statement based on the actual plans, specs, and intent of the slab.

We are having the radiuses of the perimeter slab surveyed and documented as they also do not appear to meet the specs of the project and may cause problems for installing the hockey dasher boards.

Our Attorney has been updated and agrees with our plan. She is awaiting our construction team's rebuttal to Sheehy's letter, the result of the Braun Meeting, and the radius survey information before completing her letter to Sheehy.

2. Refrigeration & Rink Construction

- a. **Ice Plant** – The ice plant continues to move forward and on schedule. The only components still in question of arriving on time are 2 pressure relief valves and the motor controls center, which we have been aware of since the start of the project.
- b. **Rink Floor** – As mentioned last month the rink floor construction is being postponed until next spring or summer after the perimeter slab is completed.
- c. **Dasher Boards** – The dasher board are obviously delayed as well. We are also asking Becker to come out and look at the perimeter slab as we believe there may be some other issues with the slab's radiuses that could negatively affect their ability to install the boards correctly.

3. Pavilion Rink Other Items

- a. We resolved a problem with the bird netting installation and code compliance for the electrical boxes that will be above the bird netting. We expect the bird netting and lighting to be installed and completed over the next 2 weeks.
- b. Paving the back driveway that was removed to install the underground storm water system will be completed in the next 2 weeks.
- c. All the roofing and sheet metal work is completed.
- d. The Zamboni Driveway, sidewalk between the buildings, and final grading will be delayed until next year after the perimeter slab is completed. Outside of these items all of Sheehy's work should be completed by the end of October or early November.

B. Staff Projects

1. **Sound Systems** – Staff has started pulling the wire for the new sound systems.
2. **Sound & Light Show** – Staff will begin pulling wires and installing the new sound and light system at Ames in late October or early November.
3. **Ames Concessions** – The electrician is scheduled to come in and update the wiring for the new equipment and concessions layout. The remaining work should be completed by the end of November, except for replacing the old counters, which will now need to wait until next spring as the season is ramping up and staff no longer has the time for the larger projects.

III. FINANCIALS SUMMARY

Total revenue for September was consistent with last year and below budget by only 2,500. Total salaries & benefits YTD continue to remain on track and just slightly under budget by 2,000. Our Salary percent of revenue is at 39% and slightly better than our target of the 41% we budgeted. Overall commodities YTD are

below budget by approximately 40,000 due to staff renovation expenses currently behind the budgeted timeline. Professional services YTD are up 10,000 YTD due to cc fees and insurance. Contracted expenses are currently below budget by approximately 20,000 and forecasted to be below budget at year end provided there are no major breakdowns of equipment. Utilities continue to be difficult to gauge and track due to solar credits but are expected to remain high and are forecasted to exceed prior year by approximately 30,000. Overall earnings before interest and capital expense for September were negative as expected and consistent with prior year and the budget. YTD earnings before interest and capital are positive and 45,000 ahead of prior year and 70,000 ahead of budget currently. We are forecasting year-end to be approximately 30,000 above budget after renovation expenses catch up. September Net income loss is approximately 25,000 more than budgeted due to the capital outlay items that were booked in September. YTD net income is currently below budget due to lagging renovation expenses. It is currently forecasted to meet budget expectations at year-end.

A. Managers P&L-Forecasting Report Attached with additional comments and explanations.

Manager's Report Respectfully Submitted by



Joe Bergquist - Lakeville Arenas Manager - 10/17/23

DayCo Concrete Company

1850 LAKE DRIVE WEST • CHANHASSEN, MINNESOTA 55317
PHONE: (952) 556-0278 • FAX: (952) 556-0279

October 11, 2023

Sheehy Construction Company
ATTN: Adam Krause, Project Manager
360 Larpenteur Avenue West, Suite 200
St. Paul, MN 55113

RE: Hasse Ice Arena Expansion, 8525 215th St. W., Lakeville, Minnesota
Preliminary Response to Notice of Non-Conforming Work Follow Up Letter

Mr. Krause:

I write in response to Apex Facility Solutions' October 9, 2023 Notice of Non-Conforming Work letter. On October 10, 2023, DayCo Concrete Company, Inc. toured the project referred to as Project 21986 Lakeville Hasse Arena – Outdoor Rink Expansion with representatives from Sheehy Construction and our expert, Tom Downs. As you know, Tom Downs has over forty years of engineering practice specializing in industrial, commercial, and residential structures. At this site visit, several items found in your letter were discussed, including but not limited to:

- The concrete for the exterior rink slab and thickened edge were poured with the approved mix design (no different mix design was used). You can verify this with the batch tickets that were sent to you on September 12, 2023.
- The contract documents do not require DayCo to vibrate slab on ground placement of concrete. In addition, Mr. Downs mentioned vibrating slab on ground concrete is not standard in the industry. Specifically, ACI 304R is intended for deep form concrete placement, not slab on ground concrete placement. Instead, ACI 117 is the referenced tolerance specification. Further, if the SEOR does not specify a larger or more restrictive tolerance, ACI 117 controls (e.g., Slabs-on-ground ... $\pm 3/4$ in. specifies a top of slab tolerance. None of the APEX survey point measurements exceed this tolerance throughout the slab.)
- Specification 033000 section 3.05 states "Exposed concrete floors: $1/4$ inch in 10 feet." We note, however this particular specification is a flatness and levelness tolerance, not a top of slab elevation tolerance. This must be measured with a 10 foot straight edge instead of a point survey. And DayCo measurements confirm that the slab met this tolerance.

- Apex's takes the position that penetrations through a slab on ground will induce cracking at the corners of the penetration. DayCo's expert confirmed some minor cracking can be expected in this concrete condition and there is no defect present. Furthermore, Braun was on site every day and inspected/approved all reinforcement prior to concrete placement. If Braun had an issue, they certainly would have objected to the pour.
- Finally, Apex's rigid proposal of removal and replacement of the slab is simply not necessary and not supported by the science. The slab edge can be repaired by using grinding and patching as previously proposed on or around August 24, 2023.

Therefore, based on all of this information, it is DayCo's position that this slab does not need to be removed and replaced. DayCo's position is supported by our industry leading expert. Apex appears to indicate the scheduling impact. Again, DayCo denies responsibility for scheduling delays at the site. In fact, when this issue arose, DayCo immediately proposed a solution that was rejected. Thus, any delay incurred on the project was not DayCo's responsibility. Further, after receiving your October 9, 2023 Notice of Non-Conforming Work letter, DayCo and its consultants immediately went to the project to investigate further. DayCo stands behind its work and continues to be willing to engage in collaborative discussion towards an agreeable solution.

After further review with our expert, DayCo remains of the opinion that slab removal is completely unnecessary and that grinding and patching as presented by DayCo (and originally approved) is all that is required in this situation.

Sincerely,



Jason Bogema
Estimator/Project Manager

Lakeville ARENAS

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

	September 2022 Actual	September 2023 Actual	September 2023 Budget-2	September 2022 YTD Actual	September 2023 YTD Actual	September 2023 YTD Budget-2	COMMENTS	October Budget - 2 Forecast Change	November Budget - 2 Forecast Change	December Budget - 2 Forecast Change	PE 2023 Forecast	PE 2023 Budget
OPERATING REVENUE												
<i>Ice & Facility Rentals</i>												
5211 Ice Rental - LHA	2,375	4,540	3,780	227,419	248,800	248,040		61,100	102,635	99,775	512,310	511,550
5212 Ice Rental - ISD 194	-	-	-	105,431	109,288	109,287		1,300	42,640	56,551	209,779	209,778
5213 Ice Rental Other	45,221	48,113	43,020	316,448	323,189	309,097		69,875	25,038	25,285	443,387	429,295
5216 ISD 194 HS Game Gate Share	-	-	-	31,444	26,268	26,604		-	-	12,506	38,774	39,110
5223 Dry floor Rentals	3,856	600	600	19,378	10,280	9,106	Rentals are consistent and slightly up over prior year and budget both for Sept and YTD.	-	-	643	10,923	9,749
Total Ice & Facility Rentals	51,452	53,253	47,400	700,120	717,825	702,134		132,275	170,313	194,760	1,215,173	1,199,482
<i>Programing & Public Events Revenue</i>												
5214 Learn to Skate	15,360	6,446	20,160	53,517	68,173	64,024	As mentioned last month LTS monthly is off Aug & Sep due to registration opening earlier in Aug compared to Sept last year. Public admissions is trending down. Could be that the new excitement from expanded events last year have simply worn off. Adjusted forecast to reflect the trend.	-	-	22,520	90,693	86,544
5215 Admissions-Public Skating	3,655	2,714	3,838	24,248	29,801	41,959		2,500	3,500	3,300	39,101	54,250
5221 Arena Programming	2,931	1,189	3,078	17,037	25,369	27,141		500	1,500	500	27,869	29,641
Total Programing & Events Revenue	21,946	10,349	27,076	94,802	123,343	133,124		3,000	5,000	26,320	157,663	170,435
<i>Concessions Sales</i>												
5218 Net Food & Beverage Sales	568	1,617	900	41,378	83,492	76,369	Concessions will be starting to pick back up and we are hopeful that 4th qtr numbers will exceed last year as 1st qtr did this year. Forecast is conservative using last year actuals.	9,000	12,000	14,400	118,892	111,769
Concessions Net Revenue	568	1,617	900	41,378	83,492	76,369		9,000	12,000	14,400	118,892	111,769
<i>Pro Shop Products & Services</i>												
5219 Net Pro Shop Product Sales	72	1,445	150	930	2,514	2,009	Skate sharpening sales in our new point of sale system have been booking to pro-shop sales for some reason and we are woring to determine why. So right now they are all combined.	350	1,000	1,373	5,237	4,732
5220 Skate Sharpening	536	-	616	3,013	4,363	5,304		764	846	1,001	6,974	7,915
5222 Skate Rental	28	-	32	3,303	3,117	3,823		508	796	899	5,320	6,026
Total Pro Shop Products & Services	636	1,445	798	7,246	9,994	11,136		1,272	1,642	1,900	12,294	13,941
<i>Other Misc. Arena Revenues</i>												
5022 Games-Vending Machines	-	163	250	939	2,429	2,827		250	442	333	3,454	3,852



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5217 Advertising Sales / Other	2,646	3,800	2,646	22,390	37,388	25,607		2,645	2,645	11,467	54,145	42,364
4390 Rebates & Dividends	-	-	-	-	-	-		-	-	-	-	0
5026 Donations/Other Misc.	337	385	337	1,936	1,627	1,491		-	-	4,266	5,893	5,757
4910 Interest on Investments	474	1,708	474	2,519	14,875	4,580		468	557	773	16,673	6,378
4912 Net Change in FV of Investments	(4,533)	336	(4,306)	(16,932)	2,467	(12,312)		(1,203)	(86)	2,361	3,539	-11,240
5024 Cash Over/(Short)	-	-	-	-	-	-		-	-	-	-	0
Total Other Arena Revenues	(1,076)	6,392	(599)	10,852	58,786	22,193		2,160	3,558	19,200	83,704	47,111
TOTAL OPERATING REVENUE	73,526	73,056	75,575	854,398	993,440	944,956		147,707	192,513	256,580	1,587,726	1,542,738
OPERATING EXPENDITURES												
PERSONNEL SERVICES												
<i>Employee Salary Expenses</i>												
6012 Salaries - Full Time	19,107	16,039	22,477	166,714	145,030	151,574	2023 marks the first year over the past three years that we have been fully staffed overall. However FT vacancies most of the year have been covered by PT staff and overtime. YTD we are currently over budget by 20k due to overtime and an extra labor expense from staff performing renovations & projects at Hasse that are coinciding with the other construction.	30,614	29,706	29,923	235,273	241,817
6015 Salaries - Full Time - Overtime	2,929	2,916	324	10,299	20,966	11,346		972	979	1,640	24,557	14,937
6030 Salaries - Part Time/Temporary	6,912	12,271	8,099	93,783	158,680	142,857		7,459	15,216	19,748	201,103	185,280
Total Employee Salaries	28,948	31,226	30,900	270,796	324,676	305,777		39,045	45,901	51,311	460,933	442,034
<i>Employee Benefit Expenses</i>												
6041 Pera (State Retirement Pension)	1,852	2,020	1,710	16,305	17,631	13,719	Benefits are down due FT staff vacancies.	2,369	2,301	2,367	24,668	20,756
6051 Hospitalization Insurance	508	-	3,935	16,752	4,580	14,728		3,935	3,935	3,933	16,383	26,531
6052 Life and Disability	(134)	(130)	44	60	(57)	135		44	44	44	75	267
6053 Long Term Disability	39	27	152	339	267	454		152	152	154	725	912
5057 FSA Plan	-	3	40	55	33	108		40	40	40	153	228
6054 Dental Insurance	162	-	428	1,186	161	1,231		428	428	428	1,445	2,515
Total Employee Benefits	2,422	1,920	6,309	34,692	22,615	30,375		6,968	6,900	6,966	43,449	51,209
<i>Employee Withholdings-Other Expenses</i>												
6044 FICA	2,212	2,563	2,364	20,687	25,018	24,292	Total salaries & benefits YTD are on track and just slightly under budget. Our percent of revenue at 39% which is	2,987	3,511	3,918	35,434	34,708
6056 Unemployment Compensation	-	-	-	10,034	678	10,034		434	-	-	1,112	10,468
6055 Workers Compensation Insurance	954	1,331	985	8,985	11,977	9,567		1,244	1,463	1,631	16,315	13,905
6058 Salary Contingency	-	-	927	-	-	6,498		1,171	1,377	1,536	4,084	10,582
Employee Withholdings/Other	3,166	3,894	4,276	39,706	37,673	50,391		5,836	6,351	7,085	56,945	69,663



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Total Salary & Benefit Expenses	34,536	37,040	41,485	345,194	384,964	386,543	2% better than 2022 the budget target of 41%.	51,849	59,152	65,362	561,327	562,906
<i>Percent of Revenue</i>	47%	51%	55%	40%	39%	41%						

COMMODITIES

6110 Office Supplies / Equipment	276	382	279	2,716	2,782	2,815	Operating supplies are down YTD from budget as not all of the equipment for the concession renovations at Hasse and Ames are orders or accounted for yet.	297	430	297	3,806	3,839	
6120 Operating Supplies & Equipment	2,101	4,110	650	10,150	22,327	32,449		5,000	5,000	950	33,277	34,999	
6121 Motor Fuels	147	171	150	783	776	961		100	100	130	1,106	1,291	
6123 Cleaning Supplies / Equipment	141	729	1,000	4,754	6,907	8,811		1,000	1,000	1,000	9,907	11,811	
6124 Clothing	-	-	-	36	-	2,500		3,500	-	-	-	3,500	2,500
6126 Chemicals (Condensing Towers)	-	916	500	-	4,374	4,500		700	700	700	6,474	6,000	
6127 Safety Supplies & Equipment	48	-	100	625	929	1,079		100	100	100	1,229	1,379	
6131 Equipment Parts & Supplies	-	-	100	224	1,391	900		100	100	100	1,691	1,200	
6132 Tires	-	-	-	-	-	-		-	-	-	-	-	0
6133 Building Repair Supplies & Equipment	7,161	7,269	500	13,847	22,912	30,505		5,000	5,000	500	33,412	32,005	
6134 Parking Lot Maintenance Supplies	-	-	-	-	-	-	-	-	-	-	-	0	
6135 Landscaping Materials & Equipment	-	-	1,000	-	-	7,000	-	-	-	-	-	7,000	
6136 Signs (Advertising Sales Sign Expenses)	-	-	500	-	264	4,500	500	500	500	1,764	6,000		
6140 Small Tools/Equipment	378	-	500	378	7,494	10,000	500	500	500	8,994	11,500		
6180 Computer Supplies	-	-	-	-	381	105	-	3,963	318	4,662	4,386		
Total Commodities	10,252	13,577	5,279	33,513	70,538	106,125	Overall commodities are below budget due to staff renovations expenses and work lagging behind the budget.	16,797	17,393	5,095	109,823	123,910	

OTHER CHARGES & SERVICES

Admin & Overhead

Professional Services Expenses

6210 Professional Fees	-	-	-	-	-	-	-	-	-	-	-	0
6211 Attorney Fees	-	-	-	-	-	-	-	-	-	-	-	0
6214 Fiscal Management Fee	3,049	3,276	3,276	27,441	29,484	29,484	3,276	3,276	3,276	39,312	39,312	
6218 Bank Charges	1,581	1,097	1,581	12,153	17,371	13,222	921	939	2,557	21,788	17,639	
6221 Audit	-	-	-	6,695	7,300	6,746	-	-	-	7,300	6,746	
6255 Advertising (Old Dashers/New Me	-	340	-	6,968	565	-	-	-	-	565	0	
6261 Insurance	2,095	2,935	2,158	18,853	26,415	20,976	2,158	2,158	603	31,334	25,895	

Bank charges are up from additional credit card fees from doubled concession sales and more online payments of ice bills.



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6277 Postage & Shipping	-	-	-	-	19	-		-	-	-	19	0
Total Professional Expenses	6,725	7,648	7,015	72,110	81,154	70,428		6,355	6,373	6,436	100,318	89,592
Training & Education Expenses												
6308 Tuition Reimbursement	-	-	-	-	-	-		-	-	-	-	0
6311 Schools and Conferences	-	-	-	347	886	4,976		347	-	-	1,233	5,323
Total Education Expenses	-	-	-	347	886	4,976		347	-	-	1,233	5,323
Other Admin & Overhead Expenses												
6231 Travel Expenses	-	-	1,200	-	-	1,450		-	-	-	-	1,450
6234 Use of Personal Auto	-	-	328	122	-	712	Dues and subscription up due to new	-	-	-	-	712
6312 Misc. - Meetings (Commissions-Do	-	125	-	-	271	-	POS platform that invoices annually and	-	-	4,236	4,507	4,236
6313 Dues/Subscriptions	4,028	4,192	351	10,770	17,753	7,857	new equipment for it.	3,298	270	520	21,841	11,945
6314 Licenses & Taxes	-	-	-	-	128	-		-	-	-	128	0
Total Other Admin Expenses	4,028	4,317	1,879	10,892	18,152	10,019		3,298	270	4,756	26,476	18,343
Total Overhead Expenses	10,753	11,965	8,894	83,349	100,192	85,423		10,000	6,643	11,192	128,027	113,258
Contracted Expenses												
6280 Other Contractual	2,794	17	153	40,622	21,055	27,577		153	2,128	457	23,793	30,315
6281 Contract Auto Repair	-	-	1,500	-	-	1,500		-	-	-	-	1,500
6282 Equipment Repair and Maintenance	-	765	500	9,670	7,931	12,345		500	500	500	9,431	13,845
6283 Building Repair and Maintenance	3,678	1,289	3,707	51,516	31,263	42,163		7,500	7,500	7,500	53,763	55,878
6285 Contract Landscaping	1,733	-	-	1,733	225	-		-	-	-	225	0
6286 Contract Cleaning	-	-	-	-	1,922	-		2,500	2,500	2,500	9,422	0
6322 Snow Removal	-	-	-	10,063	16,995	18,530		-	3,300	7,500	27,795	29,330
Total Contracted Expenses	8,205	2,071	5,860	113,604	79,391	102,115		10,653	15,928	18,457	124,429	130,868
Utility Service Expenses												
6271 Electric Service	21,203	17,656	23,323	139,837	154,244	135,524	Expecting Electric to be up this fall due	28,310	36,819	14,384	233,757	215,037
6272 Gas Service	4,881	6,905	5,125	58,101	77,920	70,100	to the temp chiller in place at Hasse that	7,103	6,975	25,544	117,542	109,722
6274 Water	2,607	1,400	2,737	17,643	18,282	19,558	is being used to make ice while the ice	1,680	1,664	135	21,761	23,037
6275 Waste Disposal	283	526	289	5,610	5,435	4,951	plant is under construction.	312	330	571	6,648	6,164

Lakeville ARENAS

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

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6276 Telephone/IS	258	283	263	2,217	2,398	2,315		282	157	389	3,226	3,143
Total Utility Expenses	29,232	26,770	31,737	223,408	258,279	232,448		37,687	45,945	41,023	382,934	357,103
TOTAL OPERATING EXPENSE	92,978	91,423	93,255	799,068	893,363	912,654		126,986	145,061	141,129	1,306,539	1,288,045
Earnings before Interest-Debt-Capital	(19,451)	(18,367)	(17,680)	55,330	100,077	32,302		20,721	47,452	115,451	281,187	254,693
<i>Interest and Debt Expenses</i>												
6295 Debt Service Payments - Major Ma	-	-	6,750	7,375	12,875	13,500		-	-	-	12,875	13,500
(APEX) Energy Savings Project - Debt Commitm	-	-	-	-	-	-		-	-	-	63,460	63,460
6613 Debt Service	-	-	-	-	-	-		-	-	-	-	0
6420 Bad Debts	-	-	-	-	-	-		-	-	-	-	0
Total Debt & Other Fiscal Expenses	-	-	6,750	7,375	12,875	13,500		-	-	-	76,335	76,960
<i>Capital Expenses</i>												
6520 Capital Outlay Buildings	-	8,692	-	-	17,192	19,564	The Rink 1 Zamboni batteries failed so we will have an additional 12k in September along with 6k from the purchase of a pickup truck from the city. Budget will need to be amended at the end of the year to account for these additional to capital outlay.	-	-	-	17,192	19,564
6540 Capital Outlay Machinery & Equip	-	17,250	-	-	28,205	12,000		-	-	-	28,205	12,000
6541 Capital Outlay Other Improvements	-	-	-	-	-	-		-	-	-	-	0
6542 Capital Outlay Computers	-	-	-	-	1,564	-		-	-	-	1,564	0
7417 Transfer to Capital Reserve Fund	11,667	11,667	11,667	104,996	105,000	105,001		11,667	11,668	11,664	139,999	140,000
Total Capital Expenses	11,667	37,609	11,667	104,996	151,961	136,565		11,667	11,668	11,664	186,960	171,564
TOTAL EXPENSES	104,645	129,032	111,672	911,439	1,058,199	1,062,719		138,653	156,729	152,793	1,569,834	1,536,569
NET INCOME (LOSS)	(31,118)	(55,976)	(36,097)	(57,041)	(64,759)	(117,763)		9,054	35,784	103,787	17,892	6,169