



Andover YMCA Community Center
Advisory Commission Meeting Minutes

Thursday, August 15, 2019

Andover City Hall
Conference Room A

In Attendance: Tony Howard, Don Schmeichel, Erick Sutherland, Tony Peterson, Ted Butler and Mayor Julie Trude

Absent: Allison Boes, Val Holthus and Frank Kellogg

Ted Butler called the meeting to order at 6:00 pm

Agenda Approval

Motion by Mayor Julie Trude, seconded by Tony Howard to approve agenda as written.
Motion carried unanimously.

Approval of Minutes

Motion by Don Schmeichel, seconded by Tony Peterson to approve the June 10, 2019 meeting minutes.
Motion carried unanimously.

Preliminary 2020 Budget

Erick reviewed the following budget information line items:

- The new multi-sports complex should be open by October, therefore revenue shown is for last quarter (Oct – Dec) only.
- There are several items in the CIP that will be completed in 2020. Performing these CIP items during the expansion process, will allow the city to save money. The following CIP items on the existing facility include; caulking the precast, repainting the field house floor, hockey board maintenance, ice plant conversion and bathroom sinks and fixtures. As shown in the budget, these items are projected to come in at \$157,000.
- The \$150,000 operations levy that was part of the expansion bond will not begin in 2020, but rather than in 2021.
- Due to the ice maintenance scheduled, the current ice sheet will be closed 40-50 days, therefore reducing annual income in 2020. Erick has been in contact with affected ice rental customers.
- Multi-Sports Complex turf is estimated to be put in late February/early March 2021.

Tony Howard recommended that staff start selling advertising packages to help create new revenue. Mayor Trude shared that there is a new music academy in the city as well as the new Walmart pick-up and delivery services.

Ted recommended that the budget summary given to council for review should show CIP Expenses separate from budget Operating Costs. Ted will follow-up with Jim Dickinson to share how the commission would like to present the budget to the council.

After discussion, the advisory commission agreed to recommend the preliminary 2020 budget with the following recommendations:

- Utilities - Since the new expansion areas will not be in operation the entire year, the commission would like to recommend a 20% utility increase for 2020 rather than the projected 25% - 30% increase as shown. This should reduce the expenditure by approximately \$20,000.
- Staff Healthcare Costs – Estimated to increase by 40% the commission felt that that was an extremely high estimate. Ted suggested that estimating at a 10% increase may be more realistic. Erick will contact city finance to see if projected healthcare cost can be reduced.
- Ice Plant Conversion - The commission would like clarification on why \$50,000 is shown in the capital outlay for ice plant conversion when it's part of the expansion project. Erick will follow up with City Finance.
- Budget Summary Spreadsheet - Show CIP Expenses separate from budget Operating Costs.

Tony Howard made the motion to approve the preliminary budget with the following recommendations as listed above. Motion was seconded by Don Schmeichel. Motion carried unanimously.

Erick will have Lee draft the one-page budget summary that will be given to council and send it out to commission for review.

Facility Rental Rates 2019 – 2020

AHYHA representative Tony Peterson felt that that proposed \$225 prime ice rate was high, especially since prime rate increased \$10 per hour last year from the previous year. After discussion the commission suggested that the Prime Ice rate be set at \$220/per hour along with no price increase to the Non- Prime Ice rate. Commission felt that field house prime rate should be increased to \$57/per hour rather than the \$56/hour as proposed along with an increase to the Field House Non-Prime rate to \$47/per hour.

Motion by Tony Peterson to approve Prime Ice rate to \$220 per hour, Field House Prime rate to \$57 per hour and Field House Non- Prime to \$47 per hour. Motion seconded by Tony Howard. Motion carried unanimously.

Updates

Due to many of the commission members needing to leave by 7 pm, updates were not provided at the meeting from the AHYHA, YMCA or ACC. Commission members were encouraged to review the ACC status report which was included in the original meeting packet.

Commission Input

Mayor Trude suggested to the commission that they look at scheduling meetings on a quarterly basis rather than one time per month. Those in attendance were in favor. Staff will include the topic of future meeting dates on their next meeting agenda.

Next meeting scheduled for Monday, October 14, 2019 at 6:00 pm at Andover City Hall.

Meeting adjourned at 7:00 pm

Submitted by, Cindy Ramseier