



AGENDA

ELDRIDGE Community Center Board

FEBRUARY 21, 2024 - 11:30 A.M.

1. Call to Order
2. Roll Call
3. Visitors
4. Approval of Agenda
5. **Approval of Minutes**
6. **Approval of Bills Payable**
7. EOM *(Reports from Center Manager)*
8. Customer Evaluations
9. Old Business
 - A. Coke vs Pepsi Update
10. New Business
 - A. **Budget**
 - B. Google Photography
11. Personnel
12. Manager Report
 - A. Monthly review & happenings
13. Adjournment

Eldridge Community Center Minutes
January 10, 2024

The Eldridge Community Center Board meeting was called to order at 11:30 a.m. by Chairman Paul Petersen at the Eldridge Community Center.

Board Members present: Deanna Jensen-Valliere, Gigi Seibel, and Tracy Harris. Also, present Lexie Diedrich, Gage Lane, Jeff Martens, and Jody Coffman.

Seibel made a motion to approve the agenda, second by Jensen-Valliere. Motion carried.

Harris made a motion to approve the minutes from December 13, 2023, Seibel seconded. Motion carried.

Harris made a motion to approve the Bills Payable as presented on the report in the amount of \$12063.17 second by Jensen-Valliere. Motion carried.

End of Month report was presented by Diedrich and Lane. December was okay, there were no big events scheduled. January is looking good. The New Year's Eve lock in was good but will just do regular skating next year. They investigated increasing the admission price but saw that Skateland have reduced their price.

No customer evaluations were received.

Old Business: Management is looking into changing soft drinks from Pepsi to Coke. The Board has several questions and would like a representative to come and speak with the Board.

New Business: There has been a recycling dumpster delivered for use.

Diedrich and Lane are looking at doing training with the staff on several topics, they are working with the City Administrator to get videos on the topic.

Seibel made a motion at 12:23 p.m. to adjourn the meeting, second by Jensen-Valliere. Motion carried.

Next meeting will be February 14, 2024

	2/21/2024			
NAME	AMOUNT	DESCRIPTION	GL FUND	
EBS	\$17.60	ADMIN FEES	750-5-460-6150	
7G	\$590.00	BEER	750-5-460-6503	
7G	\$172.00	BEER	750-5-460-6503	
EBS	\$19.16	ADMIN FEES	750-5-460-6150	
IOWA BEVERAGE	\$193.20	BEER	750-5-460-6503	
AIRGAS	\$141.41	NITROGEN, CARBON DIOXIDE	750-5-460-6503	
ALLIANT	\$1,296.46	UTILITIES	750-5-460-6371	
COMMERCIAL PRINTERS	\$142.93	PAYROLL CHECKS	750-5-460-6506	
NAPA AUTO PARTS	\$134.98	TIE ROD/CONTROL ARM	750-5-460-6332	
PEPSI	\$388.65	CONCESSIONS	750-5-460-65031	
PERFORMANCE FOOD	\$88.06	CONCESSIONS	750-5-460-65031	
RC SPORTS	\$192.40	SKATES/PARTS	750-5-460-66014	
SHARED I T	\$380.00	IT SERVICE	750-5-460-6373	
STAPLES	\$304.79	OFFICE SUPPLIES	750-5-460-6506	
DELTA DENTAL	\$48.93	DENTAL INSURANCE	750-5-460-6150	
DELTA DENTAL	\$16.00	LIFE INSURANCE	750-5-460-6150	
DELTA DENTAL	\$47.74	LONG TERM DISABILITY	750-5-460-6150	
WELLMARK	\$1,574.79	INSURANCE	750-5-460-6150	
WEX BANK	\$45.76	FUEL	750-5-460-6332	
CINTAS	\$98.24	MAT SERVICE	750-5-460-6450	
CENTRAL SCOTT	\$227.42	TELEPHONE	750-5-460-6373	
CINTAS	\$98.24	MAT SERVICE	750-5-460-6450	
HY-VEE	\$181.56	ALCOHOL	750-5-460-6503	
MIDAMERICAN	\$464.86	UTILITIES	750-5-460-6371	
PEPSI	\$492.45	CONCESSIONS	750-5-460-65031	
PERFORMANCE FOOD	\$485.21	CONCESSIONS	750-5-460-65031/66013	
RC SPORTS	\$360.20	SKATES/PARTS	750-5-460-66014	
REPUBLIC SERVICES	\$123.88	GARBAGE SERVICES	750-5-460-6450	
RSA	\$450.00	MEMBERSHIP	750-5-460-6450	
SCHWAN'S	\$210.99	ICE CREAM	750-5-460-65031/66013	
SHARED I T	\$47.50	I T SERVICES	750-5-460-6373	
TRICITY ELECTRIC	\$295.00	PHONES	750-5-460-6373	
AIRGAS	\$55.33	NITROGEN, CARBON DIOXIDE	750-5-460-6503	
ALLIANT	\$1,401.27	UTILITIES	750-5-460-6371	
AMAZON	\$178.77	OFFICE SUPPLIES	750-5-460-65073/6506/6507/65031	
BETTENDORF LOCK	\$508.85	LOCKS ON NEW DOOR	750-5-460-6310	
CENTRAL SCOTT	\$227.42	TELEPHONE	750-5-460-6373	
CINTAS	\$98.24	MAT SERVICE	750-5-460-6450	
EMC INSURANCE	\$413.76	WORKMENS COMP	750-5-460-6160/408	
GRAINGER	\$3.11	JAWS CHARGER	750-5-460-6310	
HY-VEE	\$90.80	CONCESSIONS/ALCOHOL	750-5-460-65031/6507/6310/6503	
LACEY, ASHLEY	\$4.82	KEYS	750-5-460-6310	
MENARDS	\$126.04	WATER LEAK FIX	750-5-460-6310	
MIDLAND PAPER	\$245.85	TISSUES/URINAL SCREENS	750-5-460-65071	

	PEPSI	\$946.72	CONCESSIONS	750-5-460-65031
	PERFORMANCE FOOD	\$391.02	CONCESSIONS	7505-460-65031
	RC SPORTS	\$129.01	SKATE PARTS	750-5-460-66014
	SCHWAN'S	\$146.11	ICE CREAM	750-5-460-66013
	SEIBEL, GIGI	\$177.15	TOILET SEATS	750-5-460-6310
	SHARED I T	\$149.60	I T SERVICES	750-5-460-6373
	WELLMARK	\$1,554.79	INSURANCE	750-5-460-6150
	DELTA DENTAL	\$48.93	DENTAL INSURANCE	750-5-460-6150
	DELTA DENTAL	\$15.20	LIFE INSURANCE	750-5-460-6150
	DELTA DENTAL	\$23.87	LONG TERM DISABILITY	750-5-460-6150
		\$16,267.07		
	PAYROLL 1-20-24	\$6,007.04		
	PAYROLL 2-3-24	\$5,568.30		
	PAYROLL 2-17-24	\$6,298.34		
		\$17,873.68		
		\$34,140.75		

	2020-21 ACTUAL	2021-22 ACTUAL	2022-23 ACTUAL	2023-24 BUDGET	2023-24 ESTIMATED	2024-25 REQUESTED	BUDGET NOTES
750-COMMUNITY CENTER							
BEGINNING BALANCE COMMUNITY CTR. FUND RESERVES						\$27,574	
LESS AMT NEEDED TO BALANCE BUDGET						\$0	
BALANCE COMMUNITY CTR. FUND RESERVES						\$27,574	
750-COMMUNITY CENTER REVENUES							
750-4-460-1-4100 SKATING ADMISSIONS	\$53,003	\$89,447	\$98,981	\$85,000	\$67,600	\$85,000	
750-4-460-1-4101 PRIVATE SKATING PARTIES	\$1,783	\$20,413	\$22,003	\$25,000	\$19,382	\$25,000	
750-4-460-1-4102 BDAY PACKAGES	\$18,477	\$50,592	\$48,567	\$42,000	\$40,535	\$45,000	
750-4-460-1-4103 SOFT DRINKS AND SNACKS	\$38,079	\$83,804	\$77,481	\$75,000	\$78,883	\$80,000	
750-4-460-1-4104 WEDDINGS AND PARTIES	\$29,996	\$40,223	\$45,942	\$40,000	\$72,324	\$50,000	
750-4-460-1-4105 SALES OF ALCOHOL	\$52,359	\$81,238	\$84,640	\$50,000	\$83,626	\$85,000	
750-4-460-1-4106 LOCKER RENTAL	\$254	\$46	\$316	\$100	\$45	\$0	
750-4-460-1-4110 SKATE PROGRAMS	\$3,694	\$226		\$1,000	\$1,000	\$0	
750-4-460-1-4111 GIFT COUNTER	\$828	\$3,708	\$1,381	\$3,000	\$325	\$350	
750-4-460-1-4112 RENTALS	\$3,301	\$6,221	\$2,642	\$2,500	\$1,382	\$0	
750-4-460-1-4113 PRO SHOP	\$1,719	\$2,327	\$2,577	\$1,500	\$4,344	\$2,000	
750-4-460-1-4114 GAMES & COMMISSIONS	\$785	\$2,154	\$3,403	\$1,000	\$4,755	\$3,000	
750-4-460-4-4300 INVESTMENT INTEREST	\$5,711	\$2,861	\$14,891	\$2,000	\$20,950	\$18,000	10% of money market interest
750-4-460-2-4705 DONATIONS		\$580					
750-4-460-4-4830 TRANSFERS IN	\$50,000	\$65,000	\$14,000	\$14,000	\$14,000	\$20,000	122-5-910-6917 from hotel / motel
" "			\$16,000	\$16,000	\$16,000	\$16,000	121-5-750-6920 from sales tax
750-4-460-4-4999 MISCELLANEOUS			\$19,593				
750-COMMUNITY CENTER REVENUES	\$259,989	\$448,840	\$452,415	\$358,100	\$425,151	\$429,350	

	2020-21 ACTUAL	2021-22 ACTUAL	2022-23 ACTUAL	2023-24 BUDGET	2023-24 ESTIMATED	2024-25 REQUESTED	BUDGET NOTES
750-COMMUNITY CENTER EXPENDITURES							
750-5-460-6016 ASS'T MANAGER'S SALARY	\$24,469	\$27,531	\$26,676	\$36,000	\$38,563	\$46,000	
750-5-460-6017 MANAGER'S SALARY	\$42,636	\$47,776	\$63,077	\$42,000	\$43,264	\$46,000	
750-5-460-6031 OTHER SALARIES	\$39,129	\$66,832	\$112,619	\$60,000	\$107,678	\$70,000	
750-5-460-6032 COMM CTR BRD SALARY	\$795	\$825	\$1,035	\$1,000	\$1,000	\$1,800	
750-5-460-6040 POLICE OFFICER PAY			\$1,916	\$15,000	\$15,556	\$15,000	
750-5-460-6062 HOLIDAY PAY			\$469	\$1,200	\$1,200	\$1,380	
750-5-460-6069 PERSONAL DAY - BUY BACK				\$800	\$0		
750-5-460-6110 FICA	\$8,802	\$11,018	\$15,164	\$14,000	\$14,000	\$15,150	7.65% (SS 6.20% and Medicare 1.45%)
750-5-460-6130 IPERS	\$8,338	\$8,070	(\$554)	\$12,000	\$12,510	\$13,000	9.44% city contribution
750-5-460-6150 GROUP INSURANCE	\$5,537	\$4,822	\$20,817	\$7,000	\$7,000	\$19,451	EBS prem, Unum Life, Wellmark prem, Delta Prem
750-5-460-6160 WORKMEN'S COMP INSURANCE	\$1,374	\$1,722	\$1,449	\$1,500	\$1,500	\$1,832	EMC
750-5-460-6310 B & G MATERIAL	\$5,247	\$10,101	\$31,065	\$10,000	\$37,145	\$20,000	
750-5-460-6332 VEHICLE MAINTENANCE	\$634	\$1,589	\$763	\$2,000	\$1,066	\$1,200	
750-5-460-6360 TO EQUIP REPLACEMENT			\$1,991				
750-5-460-6371 UTILITIES	\$15,569	\$20,711	\$26,925	\$24,000	\$29,472	\$30,000	
750-5-460-6373 TELEPHONE	\$3,773	\$4,557	\$3,909	\$3,500	\$3,595	\$3,750	CST ; Verizon ; Shared IT ; TAS
750-5-460-6408 GENERAL INSURANCE	\$10,360	\$14,543	\$18,068	\$20,000	\$20,000	\$25,532	(24,432) EMC gen insurance plus dram (1,000)
750-5-460-6409 LAUNDRY	\$21	\$47		\$500			
750-5-460-6411 LEGAL SERVICES-GENERAL			\$8,220				
750-5-460-6414 PUBLISHING	\$2,136	\$3,628	\$402	\$4,000	\$4,000	\$4,000	
750-5-460-6418 SALES TAX	\$1,779	\$3,914	\$6,364	\$5,000	\$4,483	\$5,000	
750-5-460-6440 RENTS & PERMITS	\$4,463	\$7,426	\$6,315	\$5,000	\$5,556	\$5,500	
750-5-460-6450 OTHER CONTRACTED SERVICES	\$1,613	\$1,533	\$13,805	\$3,500	\$3,641	\$3,500	
750-5-460-6503 ALCOHOL SUPPLIES	\$15,503	\$25,618	\$35,908	\$22,000	\$49,709	\$25,000	
750-5-460-65031 SOFT DRINKS AND SNACKS	\$15,483	\$34,215	\$45,073	\$30,000	\$36,739	\$40,000	
750-5-460-65032MUSIC LIBRARY	\$317	\$64	\$765	\$500	\$675	\$700	spotify & copyright Lic
750-5-460-6506 OFFICE SUPPLIES	\$402	\$818	\$1,253	\$1,000	\$1,159	\$1,200	
750-5-460-6507 OPERATING SUPPLIES & MATERIAL	\$13,468	\$10,245	\$6,609	\$10,000	\$9,665	\$10,000	
750-5-460-65071CLEANING/MAINTENANCE SUPPLIES	\$38	\$275	\$3,354	\$1,500	\$4,603	\$5,000	
750-5-460-65072 PAPER PRODUCTS			\$596				
750-5-460-65073SKATE SUPPLIES	\$346		\$2,844	\$1,000	\$910	\$1,500	
750-5-460-6561 INVENTORY ADJUSTMENTS			\$1,476				
750-5-460-6600 REFUNDS	\$300	\$250	\$440	\$500	\$2,400	\$1,500	
750-5-460-6601 MISC. ADMINISTRATION	\$13		\$581	\$200	\$775	\$855	
750-5-460-66012 NON FOOD RETAIL	\$448	\$4,812	\$621	\$2,500	\$275	\$2,500	
750-5-460-66013 PARTY SUPPLIES	\$1,648	\$6,903	\$8,019	\$5,000	\$2,976	\$5,000	
750-5-460-66014 PRO SHOP SUPPLIES	\$1,471	\$489	\$2,466	\$1,000	\$8,328	\$1,500	
750-5-460-6605 CONTINGENCIES							
750-5-460-6721 EQUIPMENT PURCHASE	\$6,579	\$6,676	\$358	\$14,900	\$14,628	\$6,500	
750-5-460-6750 EQUIPMENT RESERVE		\$1,557	\$339				
750-5-460-6799 OTHER CAPITAL	\$5,355	\$3,121	\$1,000				
750-COMMUNITY CENTER EXPENDITURES	\$238,046	\$331,688	\$472,198	\$358,100	\$484,071	\$429,350	

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JANUARY 31ST, 2024

750-COMMUNITY CENTER
COMMUNITY CENTER

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUES</u>					
<u>LICENSES & PERMITS</u>					
750-4-460-1-4100 SKATING ADMISSIONS	85,000.00	9,471.00	47,011.00	55.31	37,989.00
750-4-460-1-4101 PRIVATE SKATING PARTIES	25,000.00	1,445.00	11,376.00	45.50	13,624.00
750-4-460-1-4102 BDAY PACKAGES	42,000.00	5,407.00	28,229.50	67.21	13,770.50
750-4-460-1-4103 SOFT DRINKS AND SNACKS	75,000.00	5,623.24	45,198.35	60.26	29,801.65
750-4-460-1-4104 WEDDINGS AND PARTIES	40,000.00	4,855.00	36,280.00	90.70	3,720.00
750-4-460-1-4105 SALES OF ALCOHOL	50,000.00	400.00	57,741.75	115.48 (7,741.75)
750-4-460-1-4106 LOCKER RENTAL	100.00	0.00	15.00	15.00	85.00
750-4-460-1-4110 SKATE PROGRAMS	1,000.00	0.00	191.00	19.10	809.00
750-4-460-1-4111 MISCELLANEOUS GIFT COUN	3,000.00	0.00	159.75	5.33	2,840.25
750-4-460-1-4112 RENTALS	2,500.00	0.00	576.00	23.04	1,924.00
750-4-460-1-4113 MISCELLANEOUS PRO SHOP	1,500.00	190.00	2,427.25	161.82 (927.25)
750-4-460-1-4114 GAMES & COMMISSIONS	1,000.00	299.00	2,684.28	268.43 (1,684.28)
TOTAL LICENSES & PERMITS	326,100.00	27,690.24	231,889.88	71.11	94,210.12
<u>USE OF MONEY & PROPERTY</u>					
750-4-460-4-4300 INVESTMENT INTEREST	2,000.00	2,437.04	16,074.65	803.73 (14,074.65)
TOTAL USE OF MONEY & PROPERTY	2,000.00	2,437.04	16,074.65	803.73 (14,074.65)
<u>MISCELLANEOUS</u>					
750-4-460-2-4705 DONATIONS	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
<u>OTHER FINANCING SOURCES</u>					
750-4-460-4-4830 TRANSFERS IN	30,000.00	0.00	0.00	0.00	30,000.00
TOTAL OTHER FINANCING SOURCES	30,000.00	0.00	0.00	0.00	30,000.00
<u>REV CATG 9</u>					
750-4-460-4-4999 MISCELLANEOUS	0.00	150.00	14,202.20	0.00 (14,202.20)
TOTAL REV CATG 9	0.00	150.00	14,202.20	0.00 (14,202.20)
TOTAL REVENUE - COMMUNITY CENTER	358,100.00	30,277.28	262,166.73	73.21	95,933.27
<u>EXPENDITURES</u>					
750-5-460-6016 ASS'T MANAGER'S SALARY	36,000.00	2,966.40	25,545.83	70.96	10,454.17
750-5-460-6017 MANAGER'S SALARY	42,000.00	3,328.00	25,767.60	61.35	16,232.40
750-5-460-6031 OTHER SALARIES	60,000.00	6,049.80	60,015.86	100.03 (15.86)
750-5-460-6032 COMM CTR BRD SALARY	1,000.00	0.00	390.00	39.00	610.00
750-5-460-6040 POLICE OFFICER PAY	15,000.00	0.00	7,682.28	51.22	7,317.72
750-5-460-6062 HOLIDAY PAY	1,200.00	0.00	0.00	0.00	1,200.00
750-5-460-6069 PERSONAL DAY - BUY BACK	800.00	0.00	0.00	0.00	800.00
750-5-460-6110 FICA	14,000.00	922.63	8,924.60	63.75	5,075.40

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JANUARY 31ST, 2024

750-COMMUNITY CENTER
COMMUNITY CENTER

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
750-5-460-6130 IPERS	12,000.00	758.51	7,011.41	58.43	4,988.59
750-5-460-6150 GROUP INSURANCE	7,000.00	1,687.46	11,567.91	165.26 (4,567.91)
750-5-460-6160 WORKMEN'S COMP INSURANCE	1,500.00	0.00	0.00	0.00	1,500.00
750-5-460-6170 UNEMPLOYMENT	0.00	0.00	0.00	0.00	0.00
750-5-460-6310 B & G MATERIAL	10,000.00	0.00	17,973.44	179.73 (7,973.44)
750-5-460-6332 VEHICLE MAINTENANCE	2,000.00	180.74	1,517.23	75.86	482.77
750-5-460-6360 TO EQUIP REPLACEMENT	0.00	0.00	160.77	0.00 (160.77)
750-5-460-6371 UTILITIES	24,000.00	1,296.46	15,742.62	65.59	8,257.38
750-5-460-6373 TELEPHONE	3,500.00	380.00	2,217.35	63.35	1,282.65
750-5-460-6404 BAD DEBTS	0.00	0.00	0.00	0.00	0.00
750-5-460-6408 GENERAL INSURANCE	20,000.00	0.00	0.00	0.00	20,000.00
750-5-460-6409 LAUNDRY	500.00	0.00	0.00	0.00	500.00
750-5-460-6411 LEGAL SERVICES-GENERAL	0.00	0.00	0.00	0.00	0.00
750-5-460-6414 PUBLISHING	4,000.00	0.00	0.00	0.00	4,000.00
750-5-460-6418 SALES TAX	5,000.00	493.40	2,981.87	59.64	2,018.13
750-5-460-6440 RENTS & PERMITS	5,000.00	542.45	4,089.40	81.79	910.60
750-5-460-6450 OTHER CONTRACTED SERVICE	3,500.00	98.24	1,910.71	54.59	1,589.29
750-5-460-6503 ALCOHOL SUPPLIES	22,000.00	141.41	24,233.54	110.15 (2,233.54)
750-5-460-65031SOFT DRINKS AND SNACKS	30,000.00	476.71	19,844.58	66.15	10,155.42
750-5-460-65032MUSIC LIBRARY	500.00	0.00	607.05	121.41 (107.05)
750-5-460-6506 OFFICE SUPPLIES	1,000.00	447.72	931.38	93.14	68.62
750-5-460-6507 OPERATING SUPPLIES & MAT	10,000.00	0.00	4,026.50	40.27	5,973.50
750-5-460-65071CLEANING/MAINTENANCE SUP	1,500.00	0.00	2,852.86	190.19 (1,352.86)
750-5-460-65073SKATE SUPPLIES	1,000.00	0.00	378.67	37.87	621.33
750-5-460-6561 INVENTORY ADJUSTMENTS	0.00	0.00	0.00	0.00	0.00
750-5-460-6600 REFUNDS	500.00	500.00	2,575.00	515.00 (2,075.00)
750-5-460-6601 MISC. ADMINISTRATION	200.00	0.00	323.00	161.50 (123.00)
750-5-460-66011ELECTION EXPENSE	0.00	0.00	0.00	0.00	0.00
750-5-460-66012NON FOOD RETAIL	2,500.00	0.00	142.96	5.72	2,357.04
750-5-460-66013PARTY SUPPLIES	5,000.00	0.00	3,609.88	72.20	1,390.12
750-5-460-66014PRO SHOP SUPPLIES	1,000.00	192.40	3,096.55	309.66 (2,096.55)
750-5-460-6605 CONTINGENCIES	0.00	0.00	0.00	0.00	0.00
750-5-460-6721 EQUIPMENT PURCHASE	14,900.00	0.00	14,628.00	98.17	272.00
750-5-460-6750 EQUIPMENT RESERVE	0.00	0.00	0.00	0.00	0.00
750-5-460-6799 OTHER CAPITAL	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES - COMMUNITY CENT	358,100.00	20,462.33	270,748.85	75.61	87,351.15
REVENUES OVER/(UNDER) EXPENDITURES	0.00	9,814.95 (8,582.12)		8,582.12