

# AGENDA

## ELDRIDGE Community Center Board

July 9<sup>th</sup>, 2025 - 11:30 A.M.

1. Call to Order & Roll Call
2. Visitors
3. Approval of Agenda
4. Approval of Minutes
5. Approval of Bills Payable
6. END OF MONTH & MANAGER REPORT
  - A. Customer Evaluations
  - B. Personnel
7. Old Business
  - A. Project Updates
  - B. P.O.S. System Quotes and Consideration to Approve
  - C. Little Red Barn Greenhouse Quotes for flowers, landscaping, & maintenance
  - D. Implementation of new policies: Security; Summer Skate Pricing; Incident Reporting
8. New Business
  - A. Contract Amendments: Non-Profit Contracts; Itemizing Charges;
  - B. Cell phone for Manager
  - C. Authorizations for facility manager: Spending Authorization, Execute Vendor Contracts, Cancel Public Skating Events
  - D. Shirts/Uniforms for Manager & Staff
  - E. New Legislation – Open Meetings & Open Records
  - F. New Events – Live Boxing, Monthly Line Dancing
  - G. Liquor License – Transfer dates July 10-14 for SummerFest
9. Adjournment

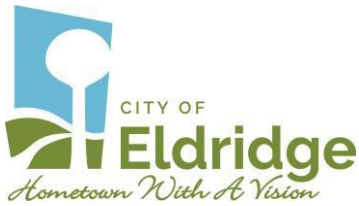
*Next Community Center Board Meeting – Wednesday, August 13<sup>th</sup> at 11:30 a.m.*

Paul Petersen

Mark Gooding

Gigi Seibel

Thomas Bauer



# MINUTES

## Community Center Board Meeting

June 11, 2025 | Meeting called to order by Paul Petersen @11:31 am

Board Members present Paul Petersen, Tom Bauer, Gigi Seibel. Absent Mark Gooding.  
Visitors present Jamie Stecker and Nevada Lemke.

Bauer made a motion to approve the **Agenda**. Second by Seibel. All Ayes. Motion Carries.

Bauer made a motion to approve the **Minutes** from May 28, 2025, with the amendment of stating approval of last minutes from May 14, 2025. Seibel seconded. All Ayes. Motion Carried.

Seibel made a motion to approve the **Bills Payable** as presented in the report in the amount of \$16,690.12. Second by Bauer. All Ayes. Motion carried.

**End of Month/Manager's:** Presented by Jamie Stecker: A new policy implemented for purchasing skates/skate supplies for customers or employees. Buyers will have to pay 50% down on the initial order, with the balance paid upon arrival of the merchandise. If not picked up before the invoice is due, the item will be returned, and the buyer will be refunded their 50% down payment. Another policy requires a waiver to be signed when selling used skates or equipment.

The manager has been reviewing past and current contracted events and found them very inconsistent. To address this, she will streamline the contracts, so all are equal in value and costs for Center/Skatepark covered. The board indicated that fundraisers cannot be given discounts to maintain consistency. For example, one event was charged \$700 for the full facility while another was charged \$2000. The community has noticed this inconsistency. New contracts and amendments will follow and be voted on.

Police officers support the bartenders, staff, and manager during big events. While they cannot enforce policies at the Center, they are there to back up the staff. Seibel suggested that the Chief and police officers visit with the staff and bartenders so that everyone knows their roles and responsibilities.

For better efficiencies Jamie is looking into food and supplies purchased through a vendor to have delivery vs. running to all the different stores.

Adult Skates will be the last Sunday of the month following Open Skate for consistency.

**Customer Evaluations:** Four good evaluations collected, 75% were from Eldridge. Manager feels people are just go through the motions. She is taking time to visit with the parties and make sure their experience is good and that the evaluations are reflective of their experience.

### **Old Business:**

- A. Republic will pick-up recycle bin and discontinue that service.

Gigi Seibel

Paul Petersen

Mark Gooding

Thomas Bauer

- B. Joint Council meeting follow up will be December 2025. Nevada reiterated that these meetings are not unique to the Community Center but just growing pains for all departments. Bauer suggested Jamie record all calls of interest to book. Take their information down and let them know she will reach back to them after she visits with City Council. This will show a number on hold because we can't book beyond the date of 12/01/26 without permission of the City Council.
- C. Mike's Floorpro will patch carpet on rink wall. Petersen made a motion to fix rink wall at the charge of \$250, Bauer seconded. Motion carried.
- D. Bauer made a motion to allow management to proceed with hiring professionals for events providing the startup does not exceed \$750. Seibel seconded the motion.

***New Business:***

- A. P.O.S. System Proposal "SpotOn" quoted \$6,405. This point-of-sale system will allow to run the facility much more efficient. Also, eliminates the credit cards machines. Petersen moved to have other quotes as comparison, Bauer seconded. Motion carried.
- B. Annual liquor license renewed. Jamie will have bartenders take their I-PACT training.
- C. Pride Event Fundraiser has occurred each year since 2019 and there has not been a contract. Derby provides skate patrol, skate rental and DJ and offers free admission. Again, another Fundraiser that is not on contract.
- D. Public Works does not do any weeding, watering landscape etc. Board will look over a landscape quote for approval of beautification.

***Personnel:*** Nothing to report.

Seibel made a motion at 12:47 pm to adjourn the meeting, seconded by Bauer. All Ayes. Motion Carried.

**Next Meeting:** **July 9, 2025** @ Community Center and Skate Park @ 11:30 a.m.

Respectfully submitted,

Gigi Seibel

Eldridge Community Center Board

**BILLS PAYABLE**

CHECK #	FUND	VENDOR	DESCRIPTION	AMOUNT
DFT0000110	750-5-460-6503	7 G	COM CENTER ALCOHOL	\$ 821.15
155874	750-5-460-6450	ALLIED SERVICES LLC	RECYCLING SVCS	\$ 59.69
155881	750-5-460-6450	CINTAS CORPORATION	CLEANING - FLOOR MATS	\$ 149.16
155889	750-5-460-6603	HALL OF FAME PIZZA & WINGS	PIZZAS	\$ 645.00
155900	750-5-460-6504	PEPSI COLA BOTTLING CO	RETURN CREDIT - SODA	\$ (69.36)
155900	750-5-460-6504	PEPSI COLA BOTTLING CO	SODA RESTOCK	\$ 622.46
155901	750-5-460-6504	PERFORMANCE FOOD SVC- TPC	CONCESSION RESTOCK	\$ 161.26
155908	750-5-460-6440	SCOTT CO HEALTH DPT	FOOD SVC BUS LIC RENEWAL	\$ 400.00
155911	750-5-460-6373	SHARED IT INC	IT SERVICES	\$ 63.85
155931	750-5-460-6504	HY-VEE ACCTS RECIEVABLE	HOT DOG BUNS/POPCORN	\$ 19.14
155937	750-5-460-6371	ALLIANT ENERGY CO.	UTILITIES	\$ 238.62
155943	750-5-460-6032	BAUER, TOM	BOARD MEETING PAY	\$ 210.00
155947	750-5-460-6373	CENTRAL SCOTT TELEPHONE	PHONE & WIFI SVCS	\$ 186.67
155956	750-5-460-6032	GOODDING, MARK	BOARD MEETING PAY	\$ 150.00
155960	750-5-460-6721	HENNINGSEN CONSTRUCTION LLC	FAÇADE REPAIR	\$ 2,183.50
155973	750-5-460-6371	MIDAMERICAN ENERGY COMPANY	UTILITIES	\$ 33.54
155974	750-5-460-6508	MIDLAND PAPER COMPANY	PAPER PRODUCTS	\$ 443.82
155976	750-5-460-6032	ORDAZ, MARCELENA	BOARD MEETING PAY	\$ 30.00
155979	750-5-460-6504	PEPSI COLA BOTTLING CO	SODA RESTOCK	\$ 356.98
155980	750-5-460-6504	PERFORMANCE FOOD SVC- TPC	CONCESSION RESTOCK	\$ 221.96
155981	750-5-460-6032	PETERSEN, PAUL	BOARD MEETING PAY	\$ 180.00
155983	750-5-460-6408	PORTER INSURANCE	LIQUOR LIC ANNUAL RENEWAL	\$ 3,192.00
155993	750-5-460-6032	SEIBEL, GIGI	BOARD MEETING PAY	\$ 180.00
155998	750-5-460-6360	TRI CITY EQUIPMENT CO	DOOR REPAIR PARTS	\$ 183.03
ACH	SPLIT	PAYROLLS 6/18 & 7/12	PAYROLL 6/18 & 7/12	\$ 7,835.12
<b>TOTAL:</b>				<b>\$ 18,497.59</b>

**CREDIT CARDS**

EMPLOYEE	FUND	VENDOR	DESCRIPTION	AMOUNT
GAGE LANE	750-5-460-6601	SPOTIFY	MONTHLY MUSIC SUBSCRIPTION	\$ 12.83
JAMIE STECKER	750-5-460-65031	SAMS CLUB	RESTOCK CONCESSIONS	\$ 206.98
JAMIE STECKER	750-5-460-66013	SAMS CLUB	PARADE CANDY	\$ 36.60
JAMIE STECKER	750-5-460-66013	HY VEE ELDRIDGE	CUPCAKES FOR BDAY PARTIES	\$ 10.99
<b>CREDIT CARD TOTAL:</b>				<b>\$ 267.40</b>
<b>BILLS PAYABLE TOTAL:</b>				<b>\$ 18,497.59</b>
<b>GRAND TOTAL:</b>				<b>\$ 18,764.99</b>



# **Eldridge Community Center & Skate Park + IntegratedPOS**

Truman Meecham

Jamie Stecker Eldridge Community Center &  
Skate Park

**Proposal Expires: 08-05-2025**

Parent Company:N/A

CRM ID: 39727806239

# Order Form

## Software and Hardware Bundles

	Price	Quantity	Discount	Total
<b>SpotOn - 10" Station Bundle</b> Billing (\$15/month) and agreement for this item is fulfilled by SpotOn Payments	<b>\$79.99</b> per month	2	25 %	<b>\$119.99</b> per month
<b>SpotOn Handheld</b> Billing (\$20.00/month) and agreement for this item is fulfilled by SpotOn Payments	<b>\$49.99</b> per month	1	25 %	<b>\$37.49</b> per month
<b>SpotOn Gift</b> Billing (\$25.00/month) and agreement for this item is fulfilled by SpotOn Payments	<b>\$25.00</b> per month	1	100 %	<b>\$0.00</b> per month
<b>SpotOn Loyalty</b> Billing (\$50.00/month) and agreement for this item is fulfilled by SpotOn Payments	<b>\$50.00</b> per month	1	100 %	<b>\$0.00</b> per month
<b>SpotOn Customer Display</b>	<b>\$20.00</b> per month	2	35 %	<b>\$26.00</b> per month
<b>Epson TM-T20 Thermal (IP) - Monthly</b> Epson TM-T88 Thermal (IP) - Monthly	<b>\$15.00</b> per month	1	50 %	<b>\$7.50</b> per month
<b>16x16 Cash Drawer</b>	<b>\$4.99</b> per month	1	100 %	<b>\$0.00</b> per month

Subscription total \$190.98

## Onboarding

	Price	Quantity	Contract term	Discount	Total
<b>Onboarding - First Station (In Person)</b> Onboarding includes database building, installation, training and go-live support	<b>\$1,250.00</b>	1		100 %	<b>\$0.00</b>

	Price	Quantity	Contract term	Discount	Total
<b>Onboarding - Additional Station (In Person)</b>	<b>\$250.00</b>	1		100 %	<b>\$0.00</b>
Additional Station Setup and Installation					

Onboarding and Services total	\$0.00
One-time subtotal	\$0.00
Recurring subtotal	\$190.98 per month
<b>Total</b>	<b>\$190.98</b>

Specified Items will be managed and billed for by Spoton.

The initial Subscription Term shall start on the Go-Live Date, estimated to occur approximately 56 days after the Signing Date below, and shall end on the 3rd annual anniversary of the Go-Live Date.

Vendor's Subscription Fee includes Vendor's Technical Support after the Go-Live Date. Vendor's Subscription Fee shall be prorated for periods of a Subscription Term that are less than one calendar month, depending on the Go-Live Date. Customer acknowledges and agrees that the terms of this Order Form are supplemented by the attached Subscription Agreement.

Onboarding Fees Charged initially at signing - the subscription will not start until the system is implemented on location ("Restaurant/Venue Address")

## Location Information

Restaurant Address

## Payment Information

Voided Check:

The account and routing information on this check will be utilized for any upfront or recurring fees with authorization in writing. Additionally, this account will be used to make credit card processing deposits unless otherwise requested.

Account Number:

Routing Number:

Account Type:

\*Micro-deposit verification will be required following signature

Credit Card Information:

Used as a backup payment method if the primary ACH billing is unavailable. A 3% fee will be applied when this method is used.

Proof of Ownership - Upload ID

## Contact Information

### **Onboarding Contact**

This will be the primary contact for all database information (menu items, prices, employees, etc).



Preferred Contact Method

## **Accounting Contact**

We will reach out to this person for all invoices, pricing changes, billing inquiries, etc.

Preferred Contact Method

## **Approval**

Jamie Stecker

Manager

Eldridge Community Center & Skate Park

Truman Meecham

Owner

IntegratedPOS Inc.

**Special Instructions:** All discounting on line items involving hardware are conditional on a 3.99% dual pricing model. In the event that this model is adjusted, the discounts will be removed apart from software-specific or service line items.

## Terms

Customer acknowledges and agrees that the terms of this Order Form are supplemented by the Subscription Agreement located here: <https://alphapos.net/subscription-agreement/>

**Note:** IntegratedPOS is a registered brand of Alpha. All agreements and services are managed by Alpha as the parent company.



<u>Midwest Technology Systems</u>	Site:	<u>Eldridge Community Center/Skatepark</u>
21222 N Brady Street , Davenport Iowa 52806	Contact:	Nevada Lemke
563-613-3056	Address:	400 S 16th Ave, Eldridge IA
Amie Appleby-Sales Manager	Phone:	563-285-0123
	Email:	nlemke@cityofeldridgeia.org

Discounted prices reflect using Cash Discounting \*\*

One-Time				
QTY	Items		Unit Cost	Total
<b>POS and Stands</b>				
	Bite Kiosk		\$3,900.00	
	15" Touch Screen Terminal		\$900.00	\$ -
3	15" Terminal Bundle A (Stand, EMV, Cash Drawer, Printer)		\$2,500.00	\$4,500.00
0	10" Terminal Bundle A (Stand, EMV, Cash Drawer, Printer)		\$1,900.00	\$ -
0	10" Touch Screen Terminal		\$875.00	\$ -
0	Wall Mount Kit: 15" Terminal		\$50.00	\$ -
	Handheld		\$600.00	
0	4 Unit Charger		\$350.00	\$ -
<b>Chip Readers</b>				
0	EMV- World Pay Edge		\$300.00	\$ -
1	Customer Facing Display		\$300.00	NO CHARGE
	Customer Facing Display w/ Wedge		\$500.00	
0	Bar Code Reader- Honeywell MK7580		\$275.00	\$ -
<b>Cash Drawer &amp; Printers</b>				
0	MS Cash Drawer CC410		\$125.00	\$ -
0	Additoinal Tills for Drawer		\$30.00	\$ -
0	Cash Drawer Splitter Cable		\$15.00	\$ -
0	Thermal Receipt Printer		\$300.00	\$ -
	Impact Kirtchen/Remote Printer		\$600.00	
0	Avery Brecknell 6700U Restaurant Food Scale		\$650.00	\$ -
<b>KDS</b>				
0	ChefTab Pro Kit: (License, Bump Bar)		\$900.00	\$ -
0	KDS Brackets		\$30.00	
0	Fresh KDS 22"		\$800.00	
0	Fresh KDS 15"		\$750.00	\$ -
0	KDS Wall Mount		\$175.00	\$ -
0	Bump Bar		\$250.00	\$ -
<b>Networking</b>				
1	Firewall/Cell Backup/Pronto		\$700.00	\$300.00
1	Unifi Access Point and 5 port POE switch		\$200.00	N/C
0			\$300.00	
1			\$85.00	
0			\$50.00	



<b>Total Programming/Training/Live Coverage</b>			<b>\$ -</b>
			\$ -
		<b>Total</b>	<b>\$ -</b>
		<b>\$ -</b>	<b>\$600.00</b>
<b>Grand Total Options From Above</b>			
<b>QUOTE DOESN'T INCLUDE TAX OR SHIPPING</b>			
	Equipment		<b>\$4,800.00</b>
	TOTAL INSTALL, MATERIALS, MENU BUILD, TRAINING		<b>\$1,500.00</b>
	<b>Hardware &amp; Software Monthly Total</b>		<b>\$105.00</b>
			\$ -
			\$ -
50%Non-Refundable Deposit required for scheduling			

**Little Red Barn Greenhouses, LLC**

June 11, 2025

**PROPOSAL**

**ELDRIDGE COMMUNITY CENTER & SKATEPARK**

**Front Entrance Flowerbeds - Renovation & Beautification**

Prepared for:

**City of Eldridge, IA**

Eldridge Community  
Center & Skatepark  
Jaime Stecker  
[jstecker@cityofeldridgeia.org](mailto:jstecker@cityofeldridgeia.org)  
641-420-6808  
400 S. 16<sup>th</sup> Ave.  
Eldridge, IA 52748

Prepared by:

**Roxanne Nagel**

Little Red Barn  
Greenhouses, LLC  
[Roxanne.nagel@gmail.com](mailto:Roxanne.nagel@gmail.com)  
563-505-7032  
20770 Utica Ridge Rd.  
Davenport, IA 52807

## **SUMMARY**

### **Objective:**

The goal of this project is to renovate the two front entrance flowerbeds at the Eldridge Community Center to enhance curb appeal and create an attractive backdrop for guest photo opportunities. The renovation will focus on a cohesive, symmetrical design using existing plant materials where possible, supplemented with additional perennial and annual plants to provide continuous, vibrant color throughout the growing season.

### **Project Overview:**

#### **1. Design Intent:**

- Create a visually appealing, symmetrical layout for the entrance beds.
- Improve the plant composition to ensure year-round interest and an extended blooming season, particularly during the summer event schedule.
- Integrate a photo-friendly space that enhances the center's welcoming atmosphere.

#### **2. Plant Material:**

- Reuse and divide existing healthy plants as much as possible.
- Add a variety of colorful perennials to increase bloom diversity and seasonal appeal.
- Incorporate annuals, especially in the first year, to provide immediate visual impact while perennials establish.
- Refresh the four existing planters with annuals, and construct a new planter to be installed in front of the window on the side of the entrance.

#### **3. Site Preparation:**

- Remove all existing mulch and prepare beds by incorporating compost into the soil.
- Till the soil thoroughly to promote plant health and establish a strong foundation for new plantings.
- Remove approximately 50 sq. ft. of sod from the east side of the larger flowerbed to align with the shape of the smaller bed, creating symmetry across the driveway entrance.
- Remove poorly performing hostas and overcrowded daylilies to allow space and light for new and existing plants to thrive.

#### **4. Installation:**

- Replant divided and selected existing plants in a more strategic, balanced layout.
- Plant new perennials and annuals according to a cohesive design that emphasizes bright colors and utilize plants that can withstand the challenging conditions of the space especially under the canopy that is dry and shaded.

- Mulch all planting beds after installation to retain moisture and suppress weeds.

This renovation will revitalize the front entrance of the Eldridge Community Center, providing a welcoming and attractive space that reflects the community's pride and enhances the overall experience for visitors.

This proposal does not include maintenance (watering and weeding) after installation. A separate proposal can be provided upon request.

Plant warranties do not apply unless a bed maintenance service is agreed upon.

Prior to any work performed, any underground utilities must be identified and flagged by the City of Eldridge.

### **Materials & Labor:**

\$300.00 Sod removal to expand the larger flowerbed to the east and equal the smaller flowerbed across the main driveway and create 3 tree rings (approx.. 80 sq. ft.)

\$1200.00 Remove perennials, remove mulch, add compost, till 2 beds to prepare for planting, trim suckers at the base of 3 trees, create shovel edge on 2 beds and create 3 tree rings to keep mulch in place

\$1200.00 Divide and plant existing perennials that fit into the new design scope. Add approx. 30 1 gal. tall perennials and 20 1 qt. groundcover perennials to enhance blooms and add color to the area.

\$300.00 Mulch (2 beds and 3 tree rings) , compost for 2 beds, slow release fertilizer for beds and planters

\$200.00 Construct wood planter (5 ft. x 1ft. x 2 ft tall) to fit in front of the side window

\$200.00 Plant annuals in 4 existing pots and the new wood planter

Total for this proposal = \$3400.00