AGENDA

ELDRIDGE Community Center Board

May 14th, 2025 - 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. Personnel
   A. Consideration to approve hiring Jamie Stecker as Community Center Manager at an annual salary of $51,750
8. EOM/MANAGER REPORT *(Reports from Center Manager)*
9. Customer Evaluations
10. Old Business
    A. Facility Upkeep and Repairs & walkthrough
    B. LED Lighting Project/Installation Status
11. New Business
    A. Clear Bag or Checked Bag Policy
    B. No Re-Entry Policy
    C. New Fire Safe
    D. Processes and Record Keeping – Tracking of Sales & Deposits
    E. Updated Pricing for Packages, Concessions, Etc…
    F. Update on Insurance discussion and recommendations from Porter Insurance
    G. Discussion on Event Coverage for: 5/17, 5/18, 5/23, 5/26
12. Adjournment

Next Community Center Board Meeting – Wednesday, June 11th, 2025 at 11:30 a.m.

Paul Petersen Mark Gooding Gigi Seibel Thomas Bauer Marcelena Ordaz

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Eldridge Community Center Minutes
April 9th, 2025

The Eldridge Community Center Board meeting was called to order at 11:32 a.m. by Chairman Paul Petersen at the Eldridge Community Center.

Board Members present: Paul Petersen, Tom Bauer, Gigi Seibel. Mark Gooding & Marcelena Ordaz. Also, present Alexis Diedrich, Gage Lane, Jeff Martin, Scott Campbell, Nevada Lemke, Letty Goslowsky, Marty O'Boyle, Andew Lellig.

Bauer made a motion to approve the agenda. Second by Gooding All Ayes. Motion Carries.

Seibel made a motion to approve the minutes from March 12th, 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 $24,796.15. Second by Bauer. All Ayes. Motion carried.

End of Month/Manager's Report –

Presented by Diedrich & Lane. They had the best March in the past 5 years to date. they brought in a little over 49,000.00 before bills. Spring break hours happened during the weekend was the best. During the month they had a Derby bout, D.E.AR. Skate. The Saturday's they have had open they started booking private parties to fill in gaps. For April they will have regular open skates and school skates.

Customer Evaluations –

13 good evaluations have been received, 10 were non-residential.

Old Business – None to report

New Business:

A. Discussion & Possible Action on 2025/ 2026 Events, Staffing, and Facility Operations: Lellig concerns were whom will be point of contract once Diedrich, and Lane resign, and Security recommendation going forward. Petersen recommended posting the job opening for replacement of the General & Assistant Manager. Petersen made a motion to post the job opening, seconded by Bauer. All Ayes. motion carried. The Management opening has been posted and now accepting applications. Dierich last day will be April 18th, 2025, Lane's Last day will be April 30th, 2025.

Personnel: - none to report

Seibel made a motion at 12:39 pm to adjourn the meeting, seconded by Bauer. All Ayes. Motion Carried.

The next meeting will be Wednesday, May 14th , 2025, at 11:30am.

Respectfully submitted,

Gage Lane

Community Center General Manager

BILLS PAYABLE				
CHECK #	FUND	VENDOR	DESCRIPTION	AMOUNT
1200	750-5-460-6503	7 G	ALCOHOL	$ 1,675.92
155684	750-5-460-6603	HALL OF FAME PIZZA	BIRTHDAY PARTY PIZZAS	$ 1,374.00
155685	750-5-460-6408	CONTINENTAL WESTERN GROUP	POLICY # PEP 3306909-21	$ 1,111.62
155691	750-5-460-6503	AIRGAS USA, LLC	CO & NITROGEN CYL	$ 60.96
155692	750-5-460-6371	ALLIANT ENERGY CO.	COM CENTER SIGN	$ 51.98
155692	750-5-460-6371	ALLIANT ENERGY CO.	COM CENTER UTILITIES	$ 1,293.74
155698	750-5-460-6373	CENTRAL SCOTT TELEPHONE	PHONE/WIFI SVCS	$ 36.67
155698	750-5-460-6373	CENTRAL SCOTT TELEPHONE	PHONE/WIFI SVCS	$ 150.00
155699	750-5-460-6450	CINTAS CORPORATION	MAT CLEANING SVCS	$ 117.15
155701	750-5-460-6408	CONTINENTAL WESTERN GROUP	GEN LIABILITY INS PREMIUMS	$ 11,556.84
155701	750-5-460-6160	CONTINENTAL WESTERN GROUP	WORKERS COMP INS PREMIUMS	$ 1,409.91
155712	750-5-460-6604	HALL OF FAME PIZZA	BIRTHDAY PARTY PIZZAS	$ 1,443.00
155713	750-5-460-6603	HY-VEE AR	BDAY PARTY CUPCAKES	$ 17.98
155713	750-5-460-6603	HY-VEE AR	ICE CREAM CUPS	$ 27.96
155713	750-5-460-6603	HY-VEE AR	BDAY PARTY CUPCAKES	$ 19.98
155713	750-5-460-6504	HY-VEE AR	NACHO CHIPS	$ 5.97
155723	750-5-460-6503	NORTH SCOTT HY-VEE	LIQUOR	$ 813.71
155725	750-5-460-6408	PORTER INSURANCE	GENERAL INSURANCE	$ 3,637.35
155725	750-5-460-6408	PORTER INSURANCE	CYBER INSURANCE	$ 884.11
155726	750-5-460-6310	PRECISION AIR	FILTER REPLACEMENT	$ 824.50
155729	750-5-460-6604	RC SPORTS	SKATE WHEELS	$ 40.50
155729	750-5-460-6604	RC SPORTS	SKATES	$ 91.55
155733	750-5-460-6373	SHARED IT INC	IT SERVICES	$ 82.45
155735	750-5-460-6506	STAPLES	THUNDERBOLT DOCK	$ 370.59
155741	750-5-460-6332	WEX BANK	FUEL	$ 55.60
155743	750-5-460-6150	DELTA DENTAL	DENTAL/VISION INS PREMIUMS	$ 81.36
155744	750-5-460-6150	DELTA DENTAL - LTD	LONG TERM DIS INS PREMIUMS	$ 23.87
155745	750-5-460-6150	DELTA DENTAL- BASIC	BASIC LIFE INS PREMIUMS	$ 8.00
155746	750-5-460-6150	WELLMARK BLUE CROSS	HEALTH INSURANCE	$ 1,416.88
155765	750-5-460-6371	MIDAMERICAN ENERGY CO	UTILITIES	$ 264.15
155766	750-5-460-6507	MIDLAND PAPER COMPANY	BATHROOM SUPPLIES	$ 251.46
155773	750-5-460-6504	PEPSI COLA BOTTLING CO	SODA	$ 796.70
155773	750-5-460-6504	PEPSI COLA BOTTLING CO	SODA	$ 42.20
155775	750-5-460-6310	RIVER CITY TURF & ORN	FERTILIZER	$ 82.00
155781	750-5-460-6408	CINCINNATI INSURANCE CO	EQUIP BREAKDOWN INS	$ 430.32
DFT0000003	750-5-460-6503	IOWA BEVERAGE	ALCOHOL	$ 251.50
ACH	SPLIT	PAYROLLS 3/11 & 3/24	PAYROLLS 4/9, 4/21 & 5/1	$ 29,082.12
			TOTAL:	**$ 59,884.60**

CREDIT CARDS				
EMPLOYEE	FUND	VENDOR	DESCRIPTION	AMOUNT
GAGE LANE	750-5-460-65031	SAMS CLUB ($297.70)	RESTOCK CONCESSIONS/SNACK BAR	$289.22
GAGE LANE	750-5-460-6503	SAMS CLUB	RESTOCK BAR	$8.48
GAGE LANE	750-5-460-65032	SPOTIFY	MONTHLY MUSIC SUBSCRIPTION FEE	$12.83
GAGE LANE	750-5-460-65031	SAMS CLUB ($667.55)	RESTOCK CONCESSIONS/SNACK BAR	$541.02
GAGE LANE	750-5-460-65071	SAMS CLUB	RESTOCK CLEANING SUPPLIES	$126.53
GAGE LANE	750-5-460-65031	SAMS CLUB ($260.71)	RESTOCK CONCESSIONS/SNACK BAR	$199.81
GAGE LANE	750-5-460-65071	SAMS CLUB	RESTOCK CLEANING SUPPLIES	$60.90
AMBER LINDLE	750-5-460-6601	USPS	CERTIFIED LTRS - TREVINO CONTRACT	$11.16
JEFF MARTENS	750-5-460-6506	SAMS CLUB	MEMBERSHIP RENEWAL	$100.00
			TOTAL CREDIT CARDS:	**$1,349.95**
			TOTAL BILLS PAYABLE:	**$ 59,884.60**
			GRAND TOTAL:	**$ 61,234.55**

Budget Report

City of Eldridge, IA

Account Summary

For Fiscal: 2024-2025 Period Ending: 04/30/2025

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 750 - COMMUNITY CENTER							
Revenue							
750-4-460-1-4100	SKATING ADMISSIONS	85,000.00	85,000.00	6,176.00	86,170.75	1,170.75	101.38 %
750-4-460-1-4101	PRIVATE SKATING PARTIES	25,000.00	25,000.00	2,655.00	16,044.50	-8,955.50	35.82 %
750-4-460-1-4102	BDAY PACKAGES	45,000.00	45,000.00	4,989.00	45,569.28	569.28	101.27 %
750-4-460-1-4103	SOFT DRINKS AND SNACKS	80,000.00	80,000.00	4,924.92	65,499.56	-14,500.44	18.13 %
750-4-460-1-4104	WEDDINGS AND PARTIES	50,000.00	50,000.00	7,239.50	56,133.00	6,133.00	112.27 %
750-4-460-1-4105	SALES OF ALCOHOL	85,000.00	85,000.00	1,606.00	25,208.75	-59,791.25	70.34 %
750-4-460-1-4110	SKATE PROGRAMS	0.00	0.00	0.00	1,137.50	1,137.50	0.00 %
750-4-460-1-4111	MISCELLANEOUS GIFT COUNTER	350.00	350.00	23.00	252.00	-98.00	28.00 %
750-4-460-1-4112	RENTALS	0.00	0.00	100.00	1,447.00	1,447.00	0.00 %
750-4-460-1-4113	MISCELLANEOUS PRO SHOP	2,000.00	2,000.00	117.00	4,839.72	2,839.72	241.99 %
750-4-460-1-4114	GAMES & COMMISSIONS	3,000.00	3,000.00	373.97	4,718.38	1,718.38	157.28 %
750-4-460-4-4300	INVESTMENT INTEREST	18,000.00	18,000.00	0.00	30,926.29	12,926.29	171.81 %
750-4-460-4-4830	TRANSFERS IN	36,000.00	36,000.00	36,000.00	36,000.00	0.00	0.00 %
750-4-460-4-4999	MISCELLANEOUS	0.00	0.00	347.30	9,227.70	9,227.70	0.00 %
	Revenue Total:	**429,350.00**	**429,350.00**	**64,551.69**	**383,174.43**	**-46,175.57**	**10.75%**
Expense							
750-5-460-6016	ASS'T MANAGER'S SALARY	46,000.00	40,900.00	3,959.48	36,477.32	4,422.68	10.81 %
750-5-460-6017	MANAGER'S SALARY	40,900.00	46,000.00	3,307.70	39,380.27	6,619.73	14.39 %
750-5-460-6031	OTHER SALARIES	70,000.00	70,000.00	4,496.84	68,169.22	1,830.78	2.62 %
750-5-460-6032	COMM CTR BRD SALARY	1,800.00	1,800.00	0.00	660.00	1,140.00	63.33 %
750-5-460-6040	POLICE OFFICER PAY	15,000.00	15,000.00	0.00	2,750.00	12,250.00	81.67 %
750-5-460-6062	HOLIDAY PAY	1,380.00	1,380.00	0.00	0.00	1,380.00	100.00 %
750-5-460-6110	FICA	15,150.00	15,150.00	879.81	10,989.71	4,160.29	27.46 %
750-5-460-6130	IPERS	13,000.00	13,000.00	739.80	9,309.04	3,690.96	28.39 %
750-5-460-6150	GROUP INSURANCE	19,451.00	19,451.00	1,549.60	16,706.87	2,744.13	14.11 %
750-5-460-6160	WORKMEN'S COMP INSURANCE	1,832.00	1,832.00	1,409.91	1,409.91	422.09	23.04 %
750-5-460-6310	B & G MATERIAL	20,000.00	20,000.00	1,395.28	22,703.76	-2,703.76	-13.52 %
750-5-460-6332	VEHICLE MAINTENANCE	1,200.00	1,200.00	55.60	342.55	857.45	71.45 %
750-5-460-6360	TO EQUIP REPLACEMENT	0.00	0.00	0.00	370.00	-370.00	0.00 %
750-5-460-6371	UTILITIES	30,000.00	30,000.00	2,240.21	18,837.48	11,162.52	37.21 %
750-5-460-6373	TELEPHONE	3,750.00	3,750.00	455.75	2,643.19	1,106.81	29.51 %
750-5-460-6408	GENERAL INSURANCE	25,532.00	25,532.00	17,189.92	17,189.92	8,342.08	32.67 %
750-5-460-6409	LAUNDRY	0.00	0.00	0.00	15.98	-15.98	0.00 %
750-5-460-6414	PUBLISHING	4,000.00	4,000.00	0.00	100.00	3,900.00	97.50 %
750-5-460-6418	SALES TAX	5,000.00	5,000.00	886.62	5,123.09	-123.09	-2.46 %
750-5-460-6440	RENTS & PERMITS	5,500.00	5,500.00	733.39	5,454.40	45.60	0.83 %
750-5-460-6450	OTHER CONTRACTED SERVICES	3,500.00	3,500.00	491.63	3,988.99	-488.99	-13.97 %
750-5-460-6503	ALCOHOL SUPPLIES	25,000.00	25,000.00	3,364.25	11,806.37	13,193.63	52.77 %
750-5-460-6504	SOFT DRINKS AND SNACKS	40,000.00	40,000.00	2,528.42	29,642.40	10,357.60	25.89 %
750-5-460-6505	MUSIC LIBRARY	700.00	700.00	12.83	1,463.93	-763.93	-109.13 %
750-5-460-6506	OFFICE SUPPLIES	1,200.00	1,200.00	470.59	1,760.82	-560.82	-46.74 %
750-5-460-6507	OPERATING SUPPLIES & MATERIALS	10,000.00	10,000.00	0.00	1,575.60	8,424.40	84.24 %
750-5-460-6508	CLEANING/MAINTENANCE SUPPLIES	5,000.00	5,000.00	187.43	2,533.37	2,466.63	49.33 %
750-5-460-6509	SKATE SUPPLIES	1,500.00	1,500.00	0.00	79.90	1,420.10	94.67 %
750-5-460-6600	REFUNDS	1,500.00	1,500.00	0.00	1,300.00	200.00	13.33 %
750-5-460-6601	MISC. ADMINISTRATION	5,955.00	5,955.00	11.16	501.92	5,453.08	91.57 %
750-5-460-6602	NON FOOD RETAIL	2,500.00	2,500.00	0.00	646.09	1,853.91	74.16 %
750-5-460-6603	PARTY SUPPLIES	5,000.00	5,000.00	93.20	6,681.59	-1,681.59	-33.63 %
750-5-460-6604	PRO SHOP SUPPLIES	1,500.00	1,500.00	1,575.05	7,049.42	-5,549.42	-369.96 %
750-5-460-6605	CONTINGENCIES	0.00	0.00	0.00	185.10	-185.10	0.00 %

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
750-5-460-6721	EQUIPMENT PURCHASE	6,500.00	6,500.00	2,700.00	2,700.00	3,800.00	58.46 %
	Expense Total:	**429,350.00**	**429,350.00**	**50,734.47**	**330,548.21**	**98,801.79**	**23.01%**
	Fund: 750 - COMMUNITY CENTER Surplus (Deficit):	**0.00**	**0.00**	**13,817.22**	**52,626.22**	**52,626.22**	**0.00%**
	Report Surplus (Deficit):	**0.00**	**0.00**	**13,817.22**	**52,626.22**	**52,626.22**	**0.00%**

Budget Report
Account Summary

City of Eldridge, IA

For Fiscal: 2024-2025 Period Ending: 05/31/2025

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 750 - COMMUNITY CENTER							
Revenue							
750-4-460-1-4100	SKATING ADMISSIONS	85,000.00	85,000.00	1,916.00	88,086.75	3,086.75	103.63 %
750-4-460-1-4101	PRIVATE SKATING PARTIES	25,000.00	25,000.00	355.00	16,399.50	-8,600.50	34.40 %
750-4-460-1-4102	BDAY PACKAGES	45,000.00	45,000.00	2,507.00	48,076.28	3,076.28	106.84 %
750-4-460-1-4103	SOFT DRINKS AND SNACKS	80,000.00	80,000.00	1,338.50	66,838.06	-13,161.94	16.45 %
750-4-460-1-4104	WEDDINGS AND PARTIES	50,000.00	50,000.00	1,100.00	57,233.00	7,233.00	114.47 %
750-4-460-1-4105	SALES OF ALCOHOL	85,000.00	85,000.00	0.00	25,208.75	-59,791.25	70.34 %
750-4-460-1-4110	SKATE PROGRAMS	0.00	0.00	0.00	1,137.50	1,137.50	0.00 %
750-4-460-1-4111	MISCELLANEOUS GIFT COUNTER	350.00	350.00	0.00	252.00	-98.00	28.00 %
750-4-460-1-4112	RENTALS	0.00	0.00	0.00	1,447.00	1,447.00	0.00 %
750-4-460-1-4113	MISCELLANEOUS PRO SHOP	2,000.00	2,000.00	170.00	5,009.72	3,009.72	250.49 %
750-4-460-1-4114	GAMES & COMMISSIONS	3,000.00	3,000.00	162.76	4,881.14	1,881.14	162.70 %
750-4-460-4-4300	INVESTMENT INTEREST	18,000.00	18,000.00	0.00	30,926.29	12,926.29	171.81 %
750-4-460-4-4830	TRANSFERS IN	36,000.00	36,000.00	0.00	36,000.00	0.00	0.00 %
750-4-460-4-4999	MISCELLANEOUS	0.00	0.00	60.00	9,287.70	9,287.70	0.00 %
	Revenue Total:	**429,350.00**	**429,350.00**	**7,609.26**	**390,783.69**	**-38,566.31**	**8.98%**
Expense							
750-5-460-6016	ASS'T MANAGER'S SALARY	46,000.00	40,900.00	127.63	36,604.95	4,295.05	10.50 %
750-5-460-6017	MANAGER'S SALARY	40,900.00	46,000.00	6,349.83	45,730.10	269.90	0.59 %
750-5-460-6031	OTHER SALARIES	70,000.00	70,000.00	2,499.73	70,668.95	-668.95	-0.96 %
750-5-460-6032	COMM CTR BRD SALARY	1,800.00	1,800.00	0.00	660.00	1,140.00	63.33 %
750-5-460-6040	POLICE OFFICER PAY	15,000.00	15,000.00	700.00	3,450.00	11,550.00	77.00 %
750-5-460-6062	HOLIDAY PAY	1,380.00	1,380.00	0.00	0.00	1,380.00	100.00 %
750-5-460-6110	FICA	15,150.00	15,150.00	731.31	11,721.02	3,428.98	22.63 %
750-5-460-6130	IPERS	13,000.00	13,000.00	445.38	9,754.42	3,245.58	24.97 %
750-5-460-6150	GROUP INSURANCE	19,451.00	19,451.00	0.00	16,706.87	2,744.13	14.11 %
750-5-460-6160	WORKMEN'S COMP INSURANCE	1,832.00	1,832.00	0.00	1,409.91	422.09	23.04 %
750-5-460-6310	B & G MATERIAL	20,000.00	20,000.00	82.00	22,785.76	-2,785.76	-13.93 %
750-5-460-6332	VEHICLE MAINTENANCE	1,200.00	1,200.00	0.00	342.55	857.45	71.45 %
750-5-460-6360	TO EQUIP REPLACEMENT	0.00	0.00	0.00	370.00	-370.00	0.00 %
750-5-460-6371	UTILITIES	30,000.00	30,000.00	0.00	18,837.48	11,162.52	37.21 %
750-5-460-6373	TELEPHONE	3,750.00	3,750.00	0.00	2,643.19	1,106.81	29.51 %
750-5-460-6408	GENERAL INSURANCE	25,532.00	25,532.00	430.32	17,620.24	7,911.76	30.99 %
750-5-460-6409	LAUNDRY	0.00	0.00	0.00	15.98	-15.98	0.00 %
750-5-460-6414	PUBLISHING	4,000.00	4,000.00	0.00	100.00	3,900.00	97.50 %
750-5-460-6418	SALES TAX	5,000.00	5,000.00	0.00	5,123.09	-123.09	-2.46 %
750-5-460-6440	RENTS & PERMITS	5,500.00	5,500.00	0.00	5,454.40	45.60	0.83 %
750-5-460-6450	OTHER CONTRACTED SERVICES	3,500.00	3,500.00	0.00	3,988.99	-488.99	-13.97 %
750-5-460-6503	ALCOHOL SUPPLIES	25,000.00	25,000.00	0.00	11,806.37	13,193.63	52.77 %
750-5-460-6504	SOFT DRINKS AND SNACKS	40,000.00	40,000.00	838.90	30,481.30	9,518.70	23.80 %
750-5-460-6505	MUSIC LIBRARY	700.00	700.00	0.00	1,463.93	-763.93	-109.13 %
750-5-460-6506	OFFICE SUPPLIES	1,200.00	1,200.00	0.00	1,760.82	-560.82	-46.74 %
750-5-460-6507	OPERATING SUPPLIES & MATERIALS	10,000.00	10,000.00	251.46	1,827.06	8,172.94	81.73 %
750-5-460-6508	CLEANING/MAINTENANCE SUPPLIE	5,000.00	5,000.00	0.00	2,533.37	2,466.63	49.33 %
750-5-460-6509	SKATE SUPPLIES	1,500.00	1,500.00	0.00	79.90	1,420.10	94.67 %
750-5-460-6600	REFUNDS	1,500.00	1,500.00	0.00	1,300.00	200.00	13.33 %
750-5-460-6601	MISC. ADMINISTRATION	5,955.00	5,955.00	0.00	501.92	5,453.08	91.57 %
750-5-460-6602	NON FOOD RETAIL	2,500.00	2,500.00	0.00	646.09	1,853.91	74.16 %
750-5-460-6603	PARTY SUPPLIES	5,000.00	5,000.00	0.00	6,681.59	-1,681.59	-33.63 %
750-5-460-6604	PRO SHOP SUPPLIES	1,500.00	1,500.00	0.00	7,049.42	-5,549.42	-369.96 %
750-5-460-6605	CONTINGENCIES	0.00	0.00	0.00	185.10	-185.10	0.00 %

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
750-5-460-6721	EQUIPMENT PURCHASE	6,500.00	6,500.00	0.00	2,700.00	3,800.00	58.46 %
	Expense Total:	**429,350.00**	**429,350.00**	**12,456.56**	**343,004.77**	**86,345.23**	**20.11%**
	Fund: 750 - COMMUNITY CENTER Surplus (Deficit):	**0.00**	**0.00**	**-4,847.30**	**47,778.92**	**47,778.92**	**0.00%**
	Report Surplus (Deficit):	**0.00**	**0.00**	**-4,847.30**	**47,778.92**	**47,778.92**	**0.00%**