



**Regular Meeting of the
Multipurpose Facility Advisory Commission
Held at Furniture and Things Community Event Center
Monday, December 9, 2024**

Members Present: Chair Mike Westgaard, Vice Chair Jeb Kotzian, Commissioners Jim Hecker, Kara Walker, and Jennifer Wagner

Members Absent: Commissioners Mike Zeman, Mike Cunningham, and Tonya Henderson

Staff Present: Assistant City Administrator/Business Services Director Joe Stremcha, Furniture and Things Community Event Center Manager Katie Harstad, Furniture and Things Community Event Center Assistant Manager Jen Katke, Administrative Assistant Laura Estby

Public Present: None

1. Call Meeting to Order

The December 9, 2024, meeting of the Multipurpose Facility Advisory Commission was called to order by Chair Westgaard at 6:38 p.m.

2. Consider Agenda

Motion by Commissioner Wagner and seconded by Commissioner Hecker to approve the December 9, 2024, Multipurpose Facility Advisory Commission agenda as presented. Motion carried 5-0.

3.1. October 14, 2024, Minutes

Motion by Commissioner Wagner and seconded by Commissioner Walker to approve the October 14, 2024, minutes as presented. Motion carried 5-0.

4. Open Forum

No one present.

5. Presentations

None.

6.1. Financial Report

Mr. Stremcha presented the report, adding as payments come in for ice and turf rental, they will be coded to the month of the use, not when the payment arrived.

Commissioner Wagner asked why there is \$150,000 in unrealized revenue.

Mr. Stremcha replied Breakaway enrollment was down, and due to staffing issues, additional programs that were planned for did not happen.

6.2. Manager's Report

Ms. Harstad presented the report.

Commissioner Wagner inquired about the 92 hours given back by ERYHA and what that translated to in revenue. Ms. Harstad replied approximately \$20,000.

Commissioner Wagner inquired about the Rinks and Links program and if there are concerns about damage to the turf, how it will affect the rain backup site for the summer concert series, and if it was discussed with Two Brothers Hockey.

Ms. Harstad replied the golfing portion of Rinks and Links will largely take place as part of fieldtrips off site. She added the Rinks and Links team is very flexible with their schedule, and she has no concerns about the concerts should they need a rain site. In addition, she noted the Tukeys (Rinks and Links) did discuss their program with Ben Jaremko of Two Brothers Hockey prior to booking, and he may even be included in their program.

Vice Chair Kotzian noted he was happy to hear about ice programs, however in the future he would like to see more information on other aspects of the building.

7.1. Monument Sign

Mr. Stremcha presented the report, noting the school district would like to partner with the City on the cost of the signage, and asked for the Commission's feedback on that type of arrangement.

Commissioner Hecker believes there is a value in differentiating between the FT Center and the school.

Commissioner Wagner agreed and added she would like to see it match the other monument signs within the City. She also noted the cost will likely be close to \$125,000 with electricity, and the purpose of the GRE fund is for beautification projects within the City, so the burden does not fall on taxpayers.

Mr. Stremcha added he and Ms. Harstad are meeting with the school district about the sign for a second time in January and will take the commissions' feedback to City Council.

7.2. 2025 Meeting Schedule

Ms. Harstad presented, noting the calendar included in the packet moved the April meeting to the last Monday in April in anticipation of a conflict with the Sherburne County Assessors Local Board of Review date. Since publication, we have learned there will not be a conflict on April 14, 2025, and because the City Council's retreat has historically been the last Monday of April, we have been advised not to meet on that date.

Chair Westgaard added the April date is when we have our joint meeting with City Council, adding it should be on the first Monday in April.

Motion by Vice Chair Kotzian and seconded by Commissioner Wagner to approve the amended 2025 meeting schedule changing the April meeting to April 7, 2025, following the City Council meeting at City Hall. Motion carried 5-0.

Commissioner Wagner noted December 9, 2024, will be her last meeting with the MFAC as Council members rotate every two years, adding Mike Byer will be the new City Council representative beginning in 2025.

8.1. 2025 Budget

Mr. Stremcha and Ms. Harstad presented the report.

Motion by Vice Chair Kotzian and seconded by Commissioner Hecker to recommend the 2025 FT Center budget as amended to the City Council. Motion carried 5-0.

8.2. FT Center Policies and Procedures

Ms. Harstad presented the report.

Commissioner Hecker noted he feels 75 guests is too large a number for a rental to be allowed to bring their own food/non-alcoholic beverages.

Commissioner Wagner suggested 25-30 guests, however she trusts management to make the correct decision.

Chair Westgaard suggested lowering the number to where we are a little uncomfortable, as we can always raise it back up.

8.3. Field House Improvements

Ms. Harstad presented the report.

Commissioner Hecker noted he received feedback from the senior pickleball users they are grateful for the communication with Ms. Harstad.

Vice Chair Kotzian inquired when the ARPA funding needed to be used.

Mr. Stremcha replied the City's understanding was that it needed to be allocated by the end of 2024 and used by 2027, however, the City Attorney believes the work needs to be contracted by the end of 2024. If the City Attorney is correct, the ARPA funding would be added to our budget but kept separate so it wouldn't be used for operating expenses.

9. **Motion to Adjourn**

Motion by Commissioner Hecker and seconded by Commissioner Walker to adjourn the meeting of the Multipurpose Facility Advisory Commission. Motion carried 5-0.

The meeting was adjourned at 9:06 p.m.

Minutes prepared by Laura Estby.


Mike Westgaard, Chair


Tina Allard, City Clerk