



**COMMUNITY CENTER ADVISORY BOARD
MEETING AGENDA**

Meeting: January 5, 2026

**Place: NEW Buffalo Area Community Center
114 Commerce Circle, Buffalo MN**

Time: 5:00 pm

- 1. CALL TO ORDER**
- 2. SELECTION OF 2026 CHAIR AND VICE CHAIR**
- 3. APPROVAL OF DECEMBER MEETING MINUTES**
- 4. ADDITIONS/DELETIONS**
- 5. OPEN FORUM**
- 6. ADVISORY BOARD MEMBERSHIP**
- 7. MANAGER'S UPDATE**
- 8. OTHER BUSINESS**
- 9. NEXT REGULAR MEETING**

February 2, 2026

- 10. ADJOURN**

Casual walk through of building.

**Community Center Advisory Board
Meeting Minutes
December 1, 2025**

Pursuant to due call and notice thereof, the Buffalo Community Center Advisory Board of the City of Buffalo, Minnesota, held a regular meeting at the Buffalo Community Center on the 1st day of December, at 5:00 p.m.

Board members present: Jason Thornton, Fred Naaktgeboren, Amy Wittmann, George Fantauzza (City Council Liaison) Adi Anderson (Youth Ambassador), Eric Erlandson (Community Education Liaison, Benji Shirm, Gerri Bokusky,

Staff members present: Adam Leiferman

Board members absent: Tammy Johnson

1. Call to Order

Chairperson Naaktgeboren called the meeting to order at 5:00 pm.

2. APPROVAL of November 3rd Meeting Minutes

Shirm made a motion to approve the minutes as presented. Fantauzza seconded the motion.

| VOTE | Bokusky | Wittmann | Johnson | Naaktgeboren | Thornton | Fantauzza | Shirm |
|---------|---------|----------|---------|--------------|----------|-----------|-------|
| Aye | X | X | | X | X | X | X |
| Nay | | | | | | | |
| Abstain | | | | | | | |
| Absent | | | X | | | | |

6-0. All members vote in favor, motion carries.

3. Additions/Deletions - None

4. Open Forum – Two members of the public were in attendance and shared with the advisory board. One community member shared with the flyer for the pancake breakfast with Santa event at Applebee's. This is a fundraiser for the Buffalo Community and Arts Center (BCAC), who have donated to the Community Center in the past and have been advocates for a new community center for years. Fantauzza thanked them for coming and shared the boards appreciation for the BCAC in their contributions for the new Community Center. The other resident shared that they are concerned that downtown residents will have a harder time accessing the new facility. Leiferman shared information about the YouHoot ride-share program that the community center launched this year. He also mentioned the bus system with Trailblazer Transit. Staff will work to continue seeking grants and donations to help support free rides to and from the community center for residents of Buffalo. Fantauzza asked about the feasibility of keeping the downtown location open for several months to help make the transition easier for residents. Leiferman told the group that nearly all the furniture, tv's, computers, kitchen supplies, etc. will be taken with to the new facility. Staffing the old building is also not budgeted for 2026 after the move. Leiferman suggests that they work hard with the transportation partners like Trailblazer, YouHoot, MyWheels, and Love inc. to ensure easy access for residents to the new facility. There are multiple ways to get to the community center if people are willing to try. Fantauzza asked if the cost of lunches could remain at \$5 if we budgeted for this subsidy. The grant money for this subsidy has

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been used for all of 2024 and the first 9 months of 2025. Leiferman stated that the meals cost over \$7 per plate (on average) and that there are additional costs for supplies that make the actual cost even higher per plate. No action was taken on this subject.

- 5. Manager Update:** – Leiferman shared that construction of the new facility is going well with little delays. Painting will begin next week. Proposal of a flagpole to be installed in the Spring when ground thaws.
- 6. Other Business** - None
- 7. Next Meeting** – January 5, 5:00 pm at the new location
- 8. Adjourn** – Bokusky motions to adjourn at 5:31pm and Shirm 2nd it.

Chairperson

Community Center Staff Member



COMMUNITY CENTER ADVISORY BOARD AGENDA REPORT

MEETING DATE: January 5, 2026
PREPARED BY: Adam Leiferman
PRESENTED BY: Adam Leiferman
AGENDA ITEM: ADVISORY BOARD MEMBERSHIP

BACKGROUND SUMMARY:

Please welcome our newest advisory board member, Debbie Pohlkamp. At this time, let's make quick introductions to get to know the board.

Community Center Advisory Board membership is as follows:
As of 2024, 7 members including one Council Member

| | | |
|----------|------------------------|----------|
| 01/05/26 | (City Council Liaison) | 12/31/26 |
| 01/01/25 | Fred Naaktgeboren | 12/31/26 |
| 02/03/25 | Benjy Schirm | 12/31/26 |
| 01/01/25 | Tammy Johnson | 12/31/27 |
| 01/01/25 | Jason Thornton | 12/31/27 |
| 12/19/22 | Debbie Pohlkamp | 12/31/28 |
| 01/01/26 | Amy Wittmann | 12/31/28 |

RECOMMENDED ACTION: none



COMMUNITY CENTER ADVISORY BOARD AGENDA REPORT

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PRESENTED BY: Adam Leiferman
AGENDA ITEM: MANAGERS UPDATE

BACKGROUND SUMMARY:

Transportation:

We are excited to share that Trailblazer will offer several guaranteed stops per day from the downtown senior apartments to the new community center for the first three months of operation at NO COST to the customer or the City. This will give us some great data on when rides are needed and when they are not. The advisory board will review the ride data after two months and decide on how to continue this service based on the need and expense. The YouHoot program currently has three volunteer drivers and have successfully completed one ride for a customer.

Signage:

Looking forward to working with KJ Branding on the interior designs for room naming signs and founders' plaque. Hope to have some drafts for the board to review at the February meeting.

Staff Updates:

Staff have been busy with the new newsletter layout, planning for events like the free skating, volunteer fair, spa day, and Valentine's Day lunch. Adam meets regularly with construction staff. Quotes for moving everything to the new facility were gathered and we feel that the cost of hiring a professional service is going to be worth the effort. Other city staff cannot guarantee their availability in the weeks we want to move due to many factors. The cost can be covered in our available 2026 operating budget.

Youth Ambassador:

We are still recruiting two new youth ambassadors to serve as the link between our advisory board and high school students in our community. Adi will finish her term at the end of the school year. We have not received any applications yet.

Upcoming Events:

AARP tax prep, grand opening planning, Wright Wellness 5K Walk (May 30), Oktoberfest, and the Splash for Andrew 5K.

RECOMMENDED ACTION: none