



Wednesday, June 14th, 2023
Grafton Parks & Recreation Board Room
715 West 5th Street
Grafton, ND 58237
5:15 p.m.

Minutes:

- I. Call to Order by Ryer Stark at 5:15 PM
- II. Board Members Present:
 - A. Board Members Present: Ryer Stark, Scott Hills, Cory Burns, Jon Jelinek, Kristi Olson
 - B. Staff Present: William Dahl, Matt Opegard, Gabbi Holland
 - C. Media Present: Todd Morgan
- III. Ryer asked if there were any additions or deletions to the agenda. No changes made.
- IV. Ryer asked for an approval of the minutes from the May Park Board Meeting held on 05/10/23 and the Personnel Committee Meeting held on 05/15/23. Cory made a motion to approve the minutes from the May Park Board meeting and the Personnel Committee Meeting. Seconded by Jon, motion passed all approved. Ryer asked for a motion for the authorization of expenditures as listed. Scott made a motion to approve the expenditures. Seconded by Kristi, motion passed all approved to pay bills as listed.
- V. Matt presented the May bank statement report for the Park Board's review.
- VI. Reports:
 - A. Recreation Report
 - i. Gabbi reported that the pool opened, everything is going well. Currently running with 12 Lifeguards. Four did not make it through certifications. Received a call from Drayton asking if we would hire any of their lifeguards since they are having issues with their pool. Gabbi explained that we cannot hire all of them, but would gladly add 2-4 to our staff. Gabbi forwarded a link to our Lifeguard application and asked that the ones interested in working at our pool to fill it out so she would have their contact information.
 - ii. Session 1 swim lessons started Monday and will complete Thursday, June 22nd weather permitting. Session 2 swim lessons will begin July 10th.
 - iii. June golf lessons went well. July lessons will run from July 24th to July 28th.
 - B. Director
 1. Parks
 - i. Bill reported that the Grafton Community Foundation awarded the Grafton Park Board the Super Grant for the Pickleball Courts at Westview. The Park Board extended a thank you to the Grafton Community Foundation. Bill added that the tiles and fencing are on order.
 - ii. Bill is still waiting for the decision from the Recreation Trails Program Grant. Should hear of their decision soon.
 - iii. Bill extended a thank you to the Flower Bed Sponsors for sponsoring the flower beds this season. Scott asked if we had any new sponsors. Marvin's is new for this year to celebrate their 25th year in Grafton. Currently there is only 1 flower bed without a sponsor.

- iv. Sandy Burns purchased a memorial bench that will be installed near the fountain area when it comes in.
- v. Bill reported that there are only 2 applicants for the Facility Manager position. The deadline to apply has been extended to July 14th. Applications without a resume will not be considered.
- vi. Marvin's is looking to sponsor the Corn Maze for a day. Bill will report more information when the sponsorship is finalized.

2. Campground:

- i. The campground has a new host, Rob Miller, in site 62. He is here with his son and wife who is a traveling nurse working in the area. Rob will fill in for Lyle. Rob has helped around the park in the flower beds and trimming.
- ii. Kristi asked if Chris had reached out about the park system grant for Chandler Fields. Bill explained that we do not have enough matching funds for a project of that scope. However, the campground does have enough funds to match for a new cabin with plumbing. Bill is working on updating the bids from cabin 6 to submit for the grant. Total cost of a new cabin is estimated to be around \$50,000. The grant requires 50% matching funds and the project must be completed within 18-months.

3. Pool:

- i. Bill reported that the City Ways & Means Committee meeting went well. The committee was very receptive to a 25% sales tax increase to fund a new pool project. The proposal will be on the city council agenda in August. If approved, then the measure will be on the ballot for the June 2024 election. Cory asked if there could be a special election for the measure. Bill had checked into that and found that a special election cannot be called for a sales tax increase. Bill added that the concept rendering of the pool project will be done by the August City Council Meeting. If the measure passes in June 2024 the first funding from the 25% sales tax will be from the first quarter of 2025 with a pool project starting 2027 and opening possibly 2028.
- ii. Bill noticed a leaking plug that was installed several years ago when Associated Pool Supply moved the flow meter to a new location. Kutz & O'Brien replaced the plug with a new one. No leaks from the new plug.

4. Arenas:

- i. Absolute Refrigeration was waiting for a replacement sensor to come in before shutting down the ice plant. Bill called them and asked to have the ice plant shut down since the new part was still not in. The shut-down was preformed last week and the failed sensor will be replaced this fall.

5. Athletic Fields:

- i. Bill presented the Grafton School's curb and gutter proposal that would run the length of the park's property on the west side of the complex fields. The school is asking for Grafton Park Board to pay for the cost of that section estimated at \$20,000. The board discussed the project and funding options. All agreed that it would benefit the complex fields. Bill asked if anyone would like to make a motion to fund the curb and gutter project. Scott asked to table the decision until the board has a chance to talk to members of the school board. The curb and gutter proposal was tabled until the July Grafton Park Board meeting to be held on 07/12/23.
- ii. Park staff installed the Tyvek and hung 2 of the 4 doors on the 8th Street Diamond Concessions/Bathroom building. Windows and the other 2 doors will be hung this week. Siding should be done next week.

6. Elmwood:

- i. Rhubarb Fest at Historic Elmwood is Thursday, June 22nd.
 - C. Business Manager
 - i. Matt explained the pledge pool funds and what the current pledge pool is at.
 - ii. Matt asked when the board wanted to schedule the 2024 Budget meetings. The 1st Reading/Preliminary Budget needs to be approved and delivered to the auditor's office by 08/10/2023. The August Park Board meeting is scheduled for Wednesday, August 9th. The board agreed to schedule the Budget Committee meeting for Thursday, July 13th at Noon at the Grafton Parks Office Board Room. The 1st Reading of the 2024 Budget will be held on Wednesday, August 9th at 5:15pm at the Grafton Parks Office Board Room. If needed, more meetings will be scheduled between July 13th and August 9th.
 - iii. Matt did not have enough time to enter in all the credit card transactions for June. Matt will present a year-to-date profit/loss at the July meeting.
- X. Old Business:
- XI. New Business:
 - i. Cory mentioned that the city's barricades at Schumacher Park around where the water line was repaired will need to be returned to the city before they set up for the SummerFest parade. Bill will have the park staff rope off the area.
- XII. Public Comments:
- XIII. Adjournment: Jon made a motion to adjourn the meeting. Cory seconded the motion, motion passed all approved. The meeting was adjourned at 6:03 pm.