



Wednesday, May 13<sup>th</sup>, 2015

City Hall/ Second Floor

5:15 p.m.

## Minutes:

- I. Call to Order by Kerry DeMars at 5:15pm
  - A. Board Members Present: Kerry DeMars, Brad Burianek, Scott Hills, Cory Burns, Todd Storey
  - B. Staff Present: Dean Feltman, Kristy Jelinek, Mike Steinfeldt, Doug Johnson
  - C. Media Present: Todd Kjelland
  
- II. Motion by Cory and second by Brad to approve the April 8<sup>th</sup> and 30<sup>th</sup> minutes, motion passed. Authorization of expenditures was discussed and was approved with a motion by Todd and second by Scott. The bank statement report was distributed.
  
- III. Reports:
  - A. Director
    1. Arenas
      - i. The Grafton Firemen booked the arena for April 9<sup>th</sup>, 2016 for their smoker
      - ii. Bill spoke with Pastorek's and the arena fire exit doors should be replaced in June
      - iii. Bill said Nick mentioned that the Economic Development committee may put an expiration date of Dec. 31, 2016 on the original Centennial Center loan. Bill will keep the board updated.
    2. Parks
      - i. Country Smokehouse will host the Duck Derby again during Summerfest. Kristy mentioned the money raised was used for the Movies in the Park last year, but there was money left over. The Smokehouse would like to see the extra money set aside for something bigger.
    3. Campground
      - i. Welcome Center walls are painted, base board will be on soon, floors will be painted and the sewer line is almost complete. Bill is waiting to hear from Pastorek's on when the doors will be put in.
      - ii. The 3<sup>rd</sup> cabin will be close to complete by the end of the next week. All cabins are wired.
    4. Athletic Fields
      - i. All are open and ready for use.
    5. Pool
      - i. Start cleaning next week after meeting with lifeguards.
  - B. Business Manager
    1. Focus Group
      - i. Last meeting was held a couple weeks ago. Not everyone could make the last meeting. An email was sent to gather the rest of the committee member's thoughts. Kristy and Bill will present the results at the June or July meeting.
    2. Audit
      - i. May 26<sup>th</sup> and 27<sup>th</sup> will be the audit
    3. Fireman Thank you
      - i. The Fireman sent a letter of thanks for Parks and Rec along with a \$1000 donation to put towards the floor scrubber.

C. Recreations/Facilities Manager

1. Anything Goes Sale

- i. A survey was sent out to all vendors and so far 22 have responded. Survey results are attached.

2. Summer Programs

- i. Registration is going well. Swimming lessons are filling quickly as are golf lessons. Still looking for a 12U baseball coach. An application was submitted to the Grafton Boosters for \$660 to help fund the fastpitch catcher's equipment. The Grafton Boosters awarded the sponsorship to us. Kristy explained there is a definite interest in the girl's fastpitch program with the 10U and 12U groups having to be capped to 1 team.

3. Soccer Jamboree

- i. About 50 kids going to a jamboree in East Grand Forks this Saturday, weather permitting. Each team will play 2 games.

IV. Old Business:

A. Winter Sports Arena

1. Chris Thompson contacted the office to get access to the WS at some point. He would like to walk through with Pastorek's to gain more accurate bids to fixing the WS. Bill offered to give him the bids from Midwestern Refrigeration.

V. New Business to address

A. Chlorinator

1. Brad moved to approve the committee's recommendation to purchase the chlorinator, Cory second, motion passed.

B. Welcome Center Sewer Line

1. The Welcome Center sewer line was put in May 12<sup>th</sup> and Bill thought the project came in on price with the bid. Bill will speak with Nick Ziegelmann about helping with part of the labor cost for the project. Kerry asked if similar work would be done on the house. Cory said he felt we should sleeve the house and campground lines and Bill agreed.

C. High School Arena Contract

1. A proposed contract was presented to the board. Bill began the conversation by explaining the cost breakdown between the cost for ice time and the cost for the loft rental. Bill also discussed the proposed rental rates based on what area schools charge local high school hockey teams for ice time. Brad said he didn't feel the proposed rates were high enough based on utility rate increases the past few years. He was afraid Parks and Rec might be going backwards by not charging adequate rates for ice time. Bill said the contract is only set for 3 years to help better gauge those type increases. Brad asked if the contract needed be make a multi-year contract or if we should just go year to year? Brad felt the rates did not accurately reflect what our actual costs are each year. Brad asked how long the school had paid the \$21,500, Kristy said for at least 5 years. More discussion was had about the increased costs to Parks and Recreation from other vendors. Brad felt our program is comparable to the Jamestown program and could charge comparable to what they do. Scott asked what Devils Lake charged and Bill said over \$28,000. There was additional discussion about what Capital projects the school has helped with in the past. With the capital improvements the high school ice time was closer to \$23,500. Scott said raising 10% would be \$25,850. Bill asked if that dollar number would be ice and loft rental or just ice rental? Bill would like to say the ice rate is \$25,000 and the loft rental rate would be \$2520 for a total of \$27,520 for a 1 year contract. Scott said to go to \$25,000 for ice rental would be about a 6.5% increase from \$23,500. Hours of ice time was discussed and whether or not to set the hours of ice time use or just a lot 3 hours of time at the coach's discretion? The board felt hours should be designated from 4:15pm to 7:15pm. Kristy and Bill further discussed times youth hockey used ice last year and moved the times to 4:45pm to 7:30pm Mon, Wed, Thurs and Fri and a 4:15pm to 7:00pm practice Tuesday. Kristy explained there is an entire new section in the contract regarding use

of the Loft space. It was suggested to add a clause that locker room #2 would not be available on home hockey game days. Kristy explained a maintenance clause was added to protect Parks and Recreation for damaged equipment within the facility. There was continued discussion about the rest of the contract. The amended contract was approved with a motion by Brad and a second from Scott. (contract attached)

D. Grafton Youth Hockey Arena Contract

1. Discussion began on the previous contract with Youth Hockey and their old rate was \$31,500 with 700 hours. Scott said an increase of 6.5% of \$31,500 would be \$33,547.50. Brad recommended \$33,600. Scott expressed a concern for youth hockey in raising their rates may force them to raise rates and push kids away. The Board agreed with \$33,600 for ice rental rate with an annual contract. Kristy explained the other updates to the contract. The amended contract was approved with a motion from Brad and a second from Cory. (contract attached)

E. Softball Fee Agreement

1. Discussion was had about the cost to maintain the athletic fields and if the men's and women's leagues needed to be charged a bit more to help offset the costs. Kerry said the rates raised 2 years ago. Brad suggested a 6.5% increase to their fees. Scott said that increase would be \$479.25. Brad suggested to raise the fees to \$480. Kerry did not feel the rates should increase this year. Kristy explained that Parks and Recreation was forced to cap their own programs because of lack of diamond space. Kerry mentioned the original contract had a stipulation about donating the diamonds to Parks and Recreation. Cory asked Kristy to try to find the contract. Bill told the board that Jack Maus had contacted him about any baseball or softball people using the School parking lot and that absolutely no alcohol or tobacco products could be consumed on school property. Kerry said the men's league has already agreed on dues and paid them and he would like to wait until 2016 for an increase. Motion passed to raise the softball rates in 2015 to \$480 with a motion from Scott and a second from Brad.

F. No Public Comments:

- G. Adjournment: Motion by Brad, second by Todd, motion passed. Meeting adjourned at 6:40pm