



Wednesday, March 9th, 2016
City Hall/ Second Floor
5:15 p.m.

Minutes:

- I. Call to Order by Kerry DeMars at 5:15 PM
 - A. Board Members Present: Kerry DeMars, Brad Burianek, Cory Burns, Todd Storey
Missing Scott Hills
 - B. Staff Present: Mike Steinfeldt, Dean Feltman, Kristy Jelinek, Matt Oppegard
 - C. Media Present: Todd Kjelland
- II. Kerry asked if there were any additions or deletions to the agenda. Kerry added a welcome to the new Business Manager, Matt Oppegard.
- III. Kerry asked for an approval of the minutes for February 10, 2016. Motion by Brad and second by Cory, motion passed. Kerry asked for an authorization of expenditures as listed. Motion by Cory and second by Brad, motion passed to pay bills as listed. Bank statement report was distributed and reviewed with no further questions.
- IV. Reports:
 - A. Director
 1. Arenas
 - i. Kerry informed the Board that the ice plant at the Centennial Center will be shut down on Sunday March 20th after the Figure Skating Show. Dean and staff will be removing the ice sheet and start clean-up Monday March 21st in preparation for the Farm Safety Show on April 6th, Fireman's Smoker April 9th, and Everything Goes Sale April 23rd.
 2. Parks
 - i. Kerry informed the Board that the Visitor Center is coming along on schedule. He urged the board to drop by to see the progress if they had not done so already. Walls are almost complete and they will start painting soon.
 - ii. The road thru Leistikow Park will be closed to avoid any damage to the asphalt as the frost works out of the ground.
 - iii. As approved by Bill and Kerry, Paul Holand has replaced the fascia on the Boy Scout Cabin and will be replacing the north roof on the Visitor Center. Total for materials and labor for both buildings was estimated to be \$4,834.00. Brad asked if the projects should have been bid out? Kerry informed the board that Paul Holand had already done the work and was less than \$5,000, which does not require board approval.
 3. Campground
 - i. Kerry informed the Board that they had received the final check for \$840.00 from the ND Tourism Expansion Grant. ND Tourism sent a letter congratulating Grafton Parks and Rec for the nice job they had done expanding the park.

- ii. To Date there are 19 seasonal sites booked and 10 of them have paid in full. The remaining 9 sites have paid their deposits and will pay the remaining balance when they arrive this spring. Mike, Kristy, and Matt informed the board that we had received a call earlier in the day asking for a cancelation and refund of the \$200 deposit. The customer was not promised anything and we will wait for Bill to make an executive decision.
- iii. The campground is set to open May 1st, but construction campers will be allowed in April without water hook ups weather permitting. There is a cabin reservation for the end of April for a couple days.

4. Athletic Fields

- i. Kerry informed the board that a 25 ton load of agrelime will be ordered for the ball fields. Estad Farms will be picking up from Shakopee and hauling to Grafton.

5. Pool

- i. Paul Holand repaired the pool roof, which came in under the insurance claim estimate. All roof work on the pool building is complete, but the window that was damaged by the tree still needs to be repaired. A new window has been ordered from True Value Lumber and will be installed by staff.

6. Elmwood (nothing to report)

B. Business Manager (nothing to report)

C. Recreations Manager

- i. Mike reported that the Babe Ruth committee met on March 2nd with appointed committee members Mike Steinfeldt, Bill Dahl, and Susan Suda present. Sub-committee chairpersons were chosen and will be looking for volunteers. Host families will need to be arranged to accommodate up to 105 players. Each team will need a team host. Next Babe Ruth committee meeting will be on April 6th where they will address the effects of Grafton possibly moving to class "A" American Legion.
- ii. The annual figure skating show is scheduled for March 19th at 5pm and March 20th at 2pm at the Centennial Center. Dress rehearsal will be at 6:30pm on March 17th. Admission will be \$5 for adults and \$3 for Students. Cory brought up a safety concern with the lobby doors. Mike will mention it to the Figure Skating staff.
- iii. The Everything Goes Sale is going well with only 24 spots left after 2 weeks of taking reservations. Admission will be \$4 from 7am-8am and \$2 after 8am.
- iv. Acro concluded on February 14th at the Armory. A thank you was extended to Lindsey Burns, Gabbey Pflingsten, Hannah Anderson, Melissa Anderson, and Lexi Hernandez for all their hard work and great job.
- v. The last public skating event was held on March 5th. Due to the nicer weather, the last 4 events were not well attended. Around \$1,200 was collected for public skating this season.
- vi. Soccer registration has begun and has a start date of April 5th. Soccer will run Tuesdays and Thursdays at the Centennial Center, but will move

outside as soon as possible (weather permitting). There will be 3 soccer groups (Pre-K-Kindergarten, 1st-2nd Grades, and 3rd-4th Grades). The soccer coach will be Jess Monette who will also be the head Acro coach for the summer and fall programs.

V. Old Business:

A. Centennial Center Summer Roof Project

Kerry informed the board that they need to commit to the lobby roof project to utilize the \$43,575 Economic Development Loan before it expires on December 31st, 2016. The original bid in 2012 was for \$44,000 and in 2014 the same project bid for \$66,279. In 2015 a new quote of \$70,918 was received. Without a commitment the cost will go up another 4-5 thousand dollars after March 2016. Cory made a motion to approve the Centennial Center lobby roof project for this summer with the Blue Line stipulation that will use the remainder of the \$43,575. The roof will be repaired, but no expansion will be done at this time. Brad seconded the motion.

B. HRA Policy

Kerry informed the board that Bill checked and found that Grafton Parks and Rec does not qualify for a HAS. Bill is currently working on a draft for a HRA policy.

VI. New Business:

A. Park Board Election

Kerry informed the Board that there are two Park Board positions up for election this year (Kerry and Todd).

Petition/Certificate must be filed with the City Auditor by 4:00 PM on Monday, April 11, 2016. City/Primary Election is June 14, 2016, which will include the board member nominations.

Kerry would like to have a Budget meeting sometime in March. Bill would like to schedule interviews for the Business Finance Manager position. Board set up interviews for Monday February 15th starting at 5:00 PM in the Committee Room at City Hall.

VII. Public Comments: None

VIII. Adjournment: Motion Cory second Todd, motion passed