



Wednesday, July 13th, 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: Brad Burianek, Scott Hills, Todd Storey, Cory Burns, Ryer Stark
 - B. Staff Present: Bill Dahl, Mike Steinfeldt, Dean Feltman, Matt Oppeward.
 - C. Media Present: Todd Kjelland
 - D. Public Present: Kerry DeMars
- II. Kerry brought to order the election of officials. Cory nominated Brad Burianek as President and second by Scott, nomination passed unopposed. Todd nominated Scott as Vice President and second by Cory, nomination passed unopposed. Todd nominated Cory as Secretary and second by Ryer, nomination passed unopposed.
- III. Brad assigned the board members to the committees. Brad assigned the chairs as followed; Parks/Pool/Campground committee chair Todd, Arena/Athletic Fields committee chair Cory, Personnel committee chair Ryer, Budget committee chair Scott.
- IV. Brad asked if there were any additions or deletions to the agenda. Matt moved the Collett Fitness Center from new business to pool under the director's report.
- V. Brad asked for a revision to the minutes for June 8, 2016 to remove Mike from the list of attended staff. Motion by Todd to accept the revised minutes and second by Cory, motion passed. Brad asked for an authorization of expenditures as listed. Motion by Cory and second by Ryer, motion passed to pay bills as listed. The May bank statement reports were handed out and approved by the board.
- VI. Reports:
 - A. Director
 1. Arenas
 - i. Bill informed the Board that the state code changed that will no longer allow the use of the temporary electrical service panels used at the Fireman's Smoker and Everything Goes Sale. The Centennial Center will need a new electrical service installed at the northeast corner of the building. Bid is at \$4,800 to install the additional service. Board approved \$1,000 to use to pay for the installation of the additional service.
 2. Parks
 - i. Bill informed the Board that the staff have been busy cleaning up after the June storm. Between all of the parks and trails the parks staff removed around 100 downed trees. Insurance claim has been filed and the adjuster has been to all of the locations that sustained damage. Estimates are being put together for the replacement/repairs that need to be made and will be forwarded to the claims adjuster.

- ii. The PJ trailer has arrived at the right time, just 2 days before the June storm.
 - iii. Russ is working on an estimate to repair the lights in the park.
- 3. Campground
 - i. Daily site rentals are down due to low construction traffic.
 - ii. An outside source is soliciting and delivering firewood in the campground. Bill notified our campground host to stop anyone from soliciting inside the campground.
- 4. Athletic Fields
 - i. Bill informed the board that bleachers and batting cages were damaged during the June storm. The adjuster has seen the damage and estimates are being calculated.
- 5. Pool
 - i. Bill informed the board that the June storm hit two days before the concrete was supposed to be set on the north end of the pool building. The program has been delayed until the cleanup process has ended.
 - ii. Bill informed the board that the Collette Center will not allow Parks and Rec to use their pool due to a new group policy that has been mandated by the state.
- 6. Elmwood
 - i. Nothing to report.
- B. Business Manager
 - i. Matt informed the board that the pool has generated \$20,000 of income and \$27,000 in expenses, which included the repairs to the pump and the new pool vacuum.
 - ii. Matt informed the board that the health inspector stopped by the pool and the pool passed inspection.
 - iii. Matt updated the board on the amount Authorize.net charged the Park Board in credit card fees. Looked into ordering new card readers and found that a refurbished reader would cost about \$300. Reached out to GovtPortal and found out that they needed our Authorize.net statements from the last 2 months. Found out that GovtPortal will not charge for credit card readers.
 - iv. Matt informed the board that work had begun on the 2017 budget and he would be reaching out to the board to set up a meeting at a later date.
- C. Recreations Manager
 - i. Mike reported that Acro Camp session 1 have completed with positive reviews. Next Acro Camp begins August 1st.
 - ii. Adventure camp is scheduled to be held at Leistikow Park August 3rd from 1-4pm. Online registration is now open.
 - iii. Summer programs are wrapping up. Fastpitch 10U had 28 girls register, but poor registration for the rest of the ages due to other camps that run at the same time as the Fastpitch program.
 - iv. T-Ball, 8U, 10U, & 12U just concluded. 10U gold and maroon teams took 1st and 2nd place. 12U took 1st place in their tournament.

- v. Babe Ruth State Tournament coming up Friday, July 22nd. Fund raising is going well. Host families and umpires are lined up. Concessions and gate will be ran by Grafton Parks & Recreation's Babe Ruth team.
- vi. 48 kids registered for golf lessons and there were still some on a waiting list. At the time of the meeting, golf surpassed swimming lessons for registration income.

VII. Old Business:

A. Centennial Center Summer Roof Project

Bill informed the board that there is no new news from the Blue Line Club on the project.

VIII. New Business: (nothing to report)

IX. Public Comments: None

X. Adjournment: Motion Todd second Cory, motion passed.