



Wednesday, December 13th, 2017
Grafton Parks & Recreation Board Room
715 West 5th Street
Grafton, ND 58237
5:15 p.m.

Minutes:

- I. Call to Order by Brad Burianek at 5:15 PM
- II. Board Members Present:
 - A. Board Members Present: Brad Burianek, Scott Hills, Todd Story, Ryer Stark
 - B. Board Members Absent: Cory Burns
 - C. Staff Present: Bill Dahl, Mike Steinfeldt, Matt Oppegard, Dean Feltman
- III. Brad asked if there were any additions or deletions to the agenda. No additions or deletions were made to the agenda.
- IV. Brad asked for an approval of the minutes from the November 8th board meeting. Scott made a motion to approve the minutes. Ryer seconded, motion passed all approved. Brad asked for a motion for the authorization of expenditures as listed. Motion by Ryer and second by Todd, motion passed all approved to pay bills as listed. The November bank statement report was issued for the boards review.
- V. Reports:
 - A. Director
 1. Arenas
 - i. Bill reported that the Centennial Center project is nearing completion with a lot of little things left to be finished. A punch list has been created for all of the items that have not been completed yet. The last portion of the lobby floor will be painted next week. Monday the construction committee met with Pastorek Construction and Hepper-Olson Architects to discuss the change orders. An average of \$33,000 was presented to the construction committee. Bill questioned the guaranteed maximum price that all entities signed at the beginning of this project. Bill will review the construction agreement and stay in contact with Pastorek Construction. A close out meeting has been scheduled for January 4th at Noon. Location of the meeting is yet to be determined.
 - ii. All banquet tables, chairs, and carts arrived except for 1 package of 4 rectangle tables. The Farmers Co-Op Elevator was able to hold their annual meeting at the Centennial Center lobby using the tables and chairs that they donated. The board extended a thank you to the Farmers Co-Op Elevator for their generous donation.
 - iii. Bill presented a structured rental rate to the board. The board reviewed the rental rates and agreed that they seemed fair. Ryer made a motion to approve the new Centennial Center structured rental rates. Scott seconded the motion, motion passed all approved. The lobby rental will remain \$25/hour, lobby with kitchen (limited availability) \$35/hour, \$10/table, \$1/chair, ice rental will remain \$100/hour, ice with scoreboard \$125/hour, alcohol permit \$25/event, entire facility \$2,000, and entire facility with kitchen \$2,400. The Centennial Center rental rate schedule will be added to the Arenas page of the Grafton Parks & Recreation's website.
 2. Parks

- i. Bill informed the board that Grafton Parks & Recreation still has not received the FEMA reimbursement checks. FEMA has set a completion date of July 12th to have the trails repaired.
 3. Campground:
 - i. Bill presented a thank you letter from Express Employment to the board.
 4. Athletic Fields:
 - i. Bill informed the board that Grafton Parks & Recreation received a check from the Midcontinent Communications Grant for \$1,500 to be used for the South Complex Field Dugout Project. The Park Board extends a Thank You to Midcontinent Communications for their generous contribution.
 5. Pool: (Nothing to Report)
 6. Elmwood: (Nothing to Report)
 - B. Business Manager
 - i. Matt informed the board that the Blue Cross Blue Shield representative was in to review the Grafton Parks & Recreation policies. The total increase including the age bump will be 12.2% for the 2018 policy. Matt explained that Dean will be moving to his spouse's plan causing the Blue Cross Blue Shield premium to drop \$600 a month from the current rate. The board discussed when a shared policy should be reviewed. Bill explained that the current health plan is still under what was budgeted for 2018. The board agreed to keep the same health coverage for another year.
 - C. Recreations Manager
 - i. Mike reported that the Fall Parent and Toddler Gymnastics concluded. The Fall Parent and Toddler session was a success and will be offered again next year. The Gymnastics pizza fundraiser ended with \$2,331 raised for future equipment purchases. The 1st Gymnastics performance will be during the December 21st high school basketball game.
 - ii. The Figure Skating pizza fundraiser just ended. The proceeds raised by the fundraiser will be used for new costumes for the Skating Show.
 - iii. There were 3 public skating events last month with an average attendance of 40 people attending. December dates will be scheduled soon.
 - iv. Grafton Parks & Recreation will host an open house on Saturday, December 16th. People are encouraged to come to the Grafton Parks & Recreation office located at 715 West 5th Street and enjoy Holiday Music and skate at the new outdoor skating rink located just steps to the north of the office. Skate rentals will be available throughout the open house.
 - v. The outdoor hockey rink at Schumacher Park is still not ready to open, due to warm temperatures. The north end of the ice is easily lost due to underground power lines that keeps the ground from freezing.
 - VI. Old Business:
 - VII. New Business:
 - VIII. Public Comments: No additional comments.
 - IX. Adjournment: Motion made by Todd and second by Ryer, motion passed all approved. Meeting was adjourned at 5:55pm.