



Wednesday, September 13th, 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 5:16 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 Holand
 - C. Media Present: Todd Morgan
- III. Ryer asked if there were any additions or deletions to the agenda. No changes to the agenda were made.
- IV. Matt Olson presented an update on the Centennial Center Sports Complex (new arena). The North Stars Youth Hockey Building Committee produced a brochure to be used for fundraising for the new facility. A rough draft was shared with the Park Board. Matt Olson explained that there are multiple entities involved in making this project possible with an estimated cost of \$7 million with an additional \$1 million for contingency. Matt Olson asked for a statement that the Park Board would carry a \$5 million loan for the building of the facility if the building committee could raise \$3 million with the understanding that all funding for the loan will come from the Grafton Blue Line Club. The board discussed the project. Scott asked who else would be guaranteeing the loan and explained that the Park Board cannot afford to make \$350,000 or more annual payments if the Blue Line Club ran into financial issues. Matt Olson explained that the risk will need to be assessed at the financial institution that would be financing the project. The park board agreed that the proposal would need to be discussed at a Facility Committee Meeting prior to the October board meeting. A Facility Meeting has been called for Friday, September 22nd at 1:15pm at the Grafton Parks Office Board Room (715 West 5th Street). Matt Olson thanked the Park Board for their time.
- V. Ryer asked for an approval of the minutes from the August Park Board Meeting held on 08/09/23. Kristi made a motion to approve the minutes from the August Park Board 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 Cory, motion passed all approved to pay bills as listed.
- VI. Matt presented the July and August bank statement reports for the board's review.
- VII. Reports:
 - A. Recreation Report
 - i. Gabbi reported that the Fall Hockey Camp discount ends Friday, September 29th. Registrations are coming in very slowly. The PeeWee group is the only one with strong numbers.
 - ii. Gymnastics and Figure Skating registrations are coming in. Gymnastics starts Sunday, October 1st. Figure Skating starts Tuesday, November 7th.
 - iii. Learn-to-Skate Hockey only has 3 registered. Need 10 participants to make the program viable.

- iv. There are 62 registered for the 5k for \$5k fun run starting Saturday, September 16th at 8am. Proceeds from the event will go towards the new pool project.
- v. The corn maze field trips are not coming in as quickly as last year. There are still plenty of times available. Gabbi will continue to reach out to the area schools so they don't miss out.

B. Director

1. Parks

- i. Bill reported that the Westview pickleball courts were completed earlier today and already had a group playing. Park staff will install the basketball hoops tomorrow which will complete the project. Bill extended a thank you to the Grafton Community Foundation for making this project possible.
- ii. Bill has received and signed the contract for the Recreation Trails Program Grant. Scott has been working on ordering the MatTracks and a 3-year lease for a new ToolCat to be used for grooming cross country ski trails in Leistikow Park. Scott informed the board that MatTracks did not raise their price from when the project was quoted last spring, but Bobcat had a 5% increase for the ToolCat. The grant was submitted with a 10% contingency.
- iii. Bill reported that Rick Miller was hired for the Facility Manager position. Rick will be able to start either Monday, September 18th or 25th. Rick will let Bill know when he his start date by the end of the week.
- iv. Last weekend was the opening weekend for the Grafton Corn Maze. Marvin's sponsored admissions, inflatables, and petting zoo for Saturday, September 9th. Saturday paid admissions totaled 751, which does not include those ages 3 and under since their admissions are free. Total paid admissions for the weekend were 887. That is 52% of last year's total admissions.
- v. The park staff will start the Pumpkin Park project next week. Bill explained that there is only 1 week to get as much of the playground installed before having to divert all resources to the Centennial Center to install ice to be ready for the start of the hockey camp on Monday, October 9th.

2. Campground:

- i. Many of the Express Personnel campers will be arriving within the next week. This year Express is contracted for 45 sites and 6 cabins.
- ii. Matt presented a campground profit/loss for the board to review.

3. Pool:

- i. The Grafton City Council met last night to approve the ballot language for the quarter percent sales tax increase provided by Nick Hall. Bill has not heard if the language was adopted or if changes were needed before approval to be on the June 2024 ballot.
- ii. Matt presented a pool profit/loss for the board to review.

4. Arenas:

- i. The Centennial Center ice plant will be turned on Monday, September 27th so it is ready for Absolute Refrigeration to perform the start-up process on Wednesday, September 29th. The ice will be ready Monday, October 9th.

5. Athletic Fields:

- i. Bill reported that the final inspection for the 8th Street Project Grant went well. Matt has received the final reimbursement for the grant.

6. Elmwood:

- i. The park board extended a thank you to the Elmwood Board for a delicious lunch.

C. Business Manager

- i. Matt distributed the 2024 Budget for the Final Reading. Matt explained that the general fund mills are worth \$357,124 for a total estimated revenue of \$878,514.66. Total expenditures are estimated to match at \$878,514.66. Building fund is estimated to be \$48,619.20 and Special Assessment fund is estimated to be \$6,322 to cover the cost of the specials at Schumacher Park, Westview Courts, and 8th Street Diamond properties. The board reviewed the 2024 Budget. Cory made a motion to approve the Final Reading of the 2024 Budget as listed. Jon seconded the motion, motion passed all approved. Matt will submit the 2024 Budget to the county auditor.
- ii. Matt presented a year-to-date profit/loss for all accounts for the board's review.
- iii. Chris Lipsh is scheduled to present the Ball Diamond Boosters' financials at the October Grafton Park Board meeting to be held on Wednesday, October 11th at 5:15pm.

X. Old Business:

XI. New Business:

XII. Public Comments:

XIII. Adjournment: Kristi made a motion to adjourn the meeting. Jon seconded the motion, motion passed all approved. The meeting was adjourned at 6:13 pm.