

# Wahpeton Park Board Minutes

**April 17, 2024**

Pursuant to due call and notice thereof, a regular meeting of the Wahpeton Park Board was held on Wednesday, April 17, 2024, at 5:15 pm at the Community Center in Wahpeton, North Dakota.

Commissioners present: Brian Watson, Roger Jensen, Zack Hatting, Deb Tobias.

Staff present: Brad Edwardson - Director of Parks and Recreation, Curt Holtz - Park Superintendent, Cortney Mann - Recreation Director, Park Board Clerk – Connie Metcalf

Meeting was called to order by Park Board President Brian Watson.

**Citizen's Request:** none

## **Approval of Minutes:**

\*Motion by Tobias to approve the Park Board meeting minutes from March 20, 2024, seconded by Jensen

MC 4-0.

## **Reports from Officers:**

### **Director of Parks and Recreation:**

Band Shelter project close to being done. Waiting on a sign from Garrison

Diversion Conservancy District.

Music in the Park grant was submitted.

Submitted a Community Forestry grant From NDPRD.

JRF lights project and fence rebuild will wait until after the American Legion season is over.

Need a vote on \$ 7500 limit for new refrigerator and oven for WCC kitchen.

\*Motion by Tobias to accept a \$7500 limit for WCC Fridge and oven, seconded by Jensen. MC 4-0.

City of Wahpeton contributed \$20K for Keeble Shelter refurbish.

### **Zoo Director:**

Written report submitted.

Clean Up Day, April 13 was attended with 68 volunteers. Afternoon hours were attended by 478 people.

Full opening will be April 27, 10-4 pm.

Kathy and Tom are guest speakers at the RRASC Spring Banquet April 25.

Schools are scheduling tours in May and June.

Cougar Cubs are on exhibit if weather is 45 degrees.

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## **Reports from Commissioners and Committees:**

**Maintenance / Planning:** Jensen reported 1% sales tax approved \$5,000 for park flagpole. CVB approved \$15,000 to go toward JRF fence project. 1% sales tax committee also considering donating.

Football storage shed on the south end needs a full rebuild. Same size 20x18.

\*Motion by Tobias to approve a new storage shed, Seconded by Hatting. MC 4-0.

Holtz reported Keeble interior should be done. Exterior will be as time allows this summer.

Red River Telecom has most of the lines bored and is finishing shelter hookups.

Moved old pool concession stand and started putting walls up for new stand.

All park restrooms are open.

Waiting on quote from Nordick Electric for Kidder campground projects. Electricity in shelter and upgrading 30 amps to 50 amps.

Jensen motioned to purchase an outfield fence.

\*Motion by Tobias to approve the purchase of outfield fence, seconded by Hatting, MC 4-0.

## **Personnel/Finance:**

Interviewed potential pool manager. Another candidate is interested. Director is considering hiring co-managers

and 2 head guards. Concession stand could be run by them as well.

Holtz has most of the summer staff returning.

Maintainer on JRF Doug Hockert and volunteers.

## **Finance:**

Checking – Park Board \$1,061,627.11

P&R Foundation - \$185,641.03

Other Assets (total) - \$415,000

## **Budget Review**

Major Expenses – JRF lights – July \$500K

JRF Fence – April \$15K, August \$35K

JSF Restrooms – Sept \$60K

Major Revenue – JRF Lights – March \$250K CVB, August \$20K 1%

JRF Fence – May \$15K CVB, August \$20K 1%

JSF Restrooms – Sept 20K 1%, Sept \$20K contractors

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**Recreation:** Mann reported a portable mound was ordered and will be here in few weeks.

MSB – 12 teams are signed up as of today.

She would like to move Youth Volleyball program to Fall. This would be free up gym space in the spring.

130 sponsorships sent out , as of today we have \$6,000 for the youth summer programs.

Baseball Benefit is May 4<sup>th</sup> at the WCC.

\*Jensen motioned to approve the committee reports, seconded by Hatting. MC. 4-0.

## **Scheduled Committee meetings:**

**Maintenance / Planning Committee** – Tuesday, May 14, 2024- 12 PM – Park Shop.

**Personnel / Finance Committee** – Wednesday, May 15, 2024 - 12:00 PM – WCC.

**Recreation Committee** – Thursday, May 16, 2024 -12:15 PM – WCC.

**Commissioner's Requests:** Tobias was questioning about the New Activity Center.

## **Financial Reports:**

Park Board Clerk's report:

See Personnel and Finance Committee report

\*Hatting motioned to approve financial reports and approve Park Board bills, seconded by Tobias. MC 4-0.

**Unfinished / New Business:** (100% approval for vote consideration).

**Date of Next meeting:** Wednesday, May 22, 2024- 5:15 PM – Wahpeton Community Center.

## **Adjournment.**

\*Tobias motioned to adjourn, seconded by Jensen. MC 4-0.

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Brian Watson, Park Board President

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Connie Metcalf, Park Board Clerk