

# Wahpeton Park Board Minutes

**August 20, 2025**

Pursuant to due call and notice thereof, a regular meeting of the Wahpeton Park Board was held on Wednesday, August 20, 2025, at 5:15 pm at the Community Center in Wahpeton, North Dakota.

Commissioners present: Hatting, Formaneck, Watson.

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

Meeting was called to order by Park Board President Watson.

**Citizen's Request:** none

## **Approval of Minutes:**

\*Motion by Formaneck to approve the Park Board regular meeting minutes from July 16, 2025, seconded by Hatting. MC 3-0.

## **Reports from Officers**

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

Summer Food Program state audit went well. One corrective action was corrected.

MSB and Coed leagues were completed.

Pool closed 8/8/25 Heather Glines manager did a very good job.

A Tree Grant needs to be closed by end of August.

Getting bids for dugouts, batting cage and shelters at Airport Park.

Received a \$10,000 grant from the CVB for expansion of Kidder campground. Total cost is \$20K.

### **Zoo Director:**

No report

# Wahpeton Park Board

## Reports from Commissioners and Committees:

### **Maintenance / Planning Committee:** Holtz and Edwardson

#### **Buildings:**

JSF restroom should be completed 8/26/2025.

#### **Grounds:**

Preparing JSF for High School Football games.

Received many compliments on the 9U Tourney softball fields.

JRF fence cap will be installed in August. Working on a schedule with Moderow Construction.

Pickleball posts are up. Need to install cables.

Trees and grounds cleanup going into Fall season.

Bobcat UV34 has been at Lillegards for repair the last couple weeks.

#### **Planning:**

JRF lights need to be wired and buried.

Holtz received a quote for trade in on BobcatUV34. Trade for a newer model would be ours plus \$35K.

#### **Other:**

### **Personnel/Finance Committee:**

#### **Personnel:**

Summer submitted her resignation on 7/25/2025. last day will be 8/8/2025.

We will advertise for that position.

Will be advertising for a part-time shelter cleaner.

Zoo Operations and staff to move to park board operations.

#### **Finance:**

- End of month balances
  - Park Board \$536,000.83.
  - Park and Rec Foundation \$41,700.00.
- Other Assets
  - Bell CD - \$110,160.09.
  - Bell Money Market- \$27,532.81.
  - BMO Money Market - \$36,625.65
  - Edward Jones - \$7,595.75.
  - RJ Hughes – Trust (US Bank)-\$126,513.29.
  - Fleenor Trust (BMO) \$107,997.07
  - Zoo Debt - \$379,405.42 (2024 balance)
- Budget Review
  - Summer Food Program will receive \$75K to cover expenses.

# Wahpeton Park Board Minutes

## **Recreation:** Brad

Summer programs completed July 25<sup>th</sup>. Programs were run well this year. Will meet with Supervisors to go over what worked well and improvements.

Fall sports will begin end of August/September.

\* Formanek motioned to approve Committee Reports, second by Hatting. MC 3-0.

## **Scheduled Committee meetings:**

- **Maintenance / Planning Committee** – Tuesday, September 9, 2025 – 1PM – Park Shop.
- **Personnel / Finance Committee** – Wednesday, September 10, 2025 - 12:00 – 12:40 PM WCC.
- **Recreation Committee** – Wednesday, September 10, 2025 - 12:00-1PM – WCC.
- **Zoo Committee-**
- **HOR committee -**

**Commissioner's Requests:** none

## **Financial Reports:**

- Financial reports available.
- Monthly bills submitted.

\*Hatting motioned to approve financial reports and approve Park Board bills, seconded by Formanek. MC. 3-0.

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

**Date of Next meeting:** Wednesday, September 17, 2025- 5:15 PM – Wahpeton Community Center.

## **Adjournment.**

\*Formanek motioned to adjourn. Second by Hatting. MC 3-0.

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**Brian Watson, Park Board President**

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**Connie Metcalf, Park Board Clerk**