

Wahpeton Park Board Minutes

December 17, 2025

Pursuant to due call and notice thereof, a regular meeting of the Wahpeton Park Board was held on Wednesday, December 17, 2025, at 6:45 pm at the Hughes Shelter in Wahpeton, North Dakota.

Commissioners present: Hatting, Formaneck, Watson, Gripentrog.

Staff present: Brad Edwardson - Director of Parks and Recreation, Brittney Myhra- HR Manager, Kathy Diekman- Zoo Director, Connie Metcalf – Park Board Clerk.

Meeting was called to order by Park Board President Watson.

Citizen's Request:

Approval of Minutes:

*Motion by Gripentrog to approve the Park Board regular meeting minutes from November 19, 2025, seconded by Formaneck. MC 4-0.

Reports from Commissioners, Officers and Committees:

Director of Parks and Recreation:

Joint meeting between Wahpeton Park Board and Wahpeton City Council to explain Park District needs for the new Wellness Center.

This is the first time both have meet face to face with questions and concerns.

Need to submit Tree City USA application before end of year.

Received a NDCA grant for Art for Life.

Zoo Director:

Off site fundraising efforts to continue.

Year End Giving Campaign is in progress. CZA voted to increase daily admission to the zoo for 2026 twenty-five cents per age category.

Prairie Rose Carousel is featured in the National Carousel Association magazine publications this month. CZA will honor the carousel at the 100th anniversary celebration on July 18 in the park.

April 25,2026 is opening day for the season.

Commissioner's Requests:

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Reports from Commissioners and Committees:

Maintenance / Planning Committee:

Planning: Hughes Shelter flooring – \$25,000.00.

Maintenance Shop roof -\$25,000.00

Buildings: Opera House update. Second floor has lots of issues.

Grounds: Project grant for native grasses in Sculpture Park
was approved. \$26k grant with \$6500 match.

Other:

Personnel/Finance Committee:

Personnel: New personnel are doing well.

Decided to go with Banyon Data for our payroll
software. It should be fully in effect second quarter of 2026.

Finance:

End of month balances

Park Board \$416,981.44

Park and Rec Foundation \$69,271.39.

Other Assets

Bell CD - \$110,160.09.

Bell Money Market- \$27,590.36.

BMO Money Market - \$36,607.65.

Edward Jones - \$7,922.25.

RJ Hughes Trust (US Bank) - \$128,107.05.

Fleenor Trust (BMO) - \$107,997.07

Zoo Debt - \$379,405.42 (2024 balance)

Zoo bank balance- \$124,740.80 (12-10-2025)

Zoo bills for November estimated amt \$8500.00

Financial Reports:

Financial reports available.

Monthly bills submitted.

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Recreation:

Fall volleyball leagues ended 12-15-20025. Winter programs atr oprn to registration on Wahpeton Parks & Recreation website.

Boys Basketball had over 100 boys under the age of 12.

Chalet warming house opened December7th.

Pond has been maintained by Parks & Recreation staff.

Recreation Camp will be held December 22,23,29,30. 7:30am to 5:30pm.

\$125.00 flat fee with 20 spots.

2026 will have Silver Sneakers program and Group Fitness Programs. Katie is approved to be a Silver Sneakers provider.

FB posts are getting 1200 views .

Unfinished Business:

New Business:

Scheduled Committee meetings:

- Maintenance / Planning Committee – Tuesday, January 13, 2026 – 12 pm – Park Shop.
- Personnel / Finance Committee – Wednesday, January 14, 2026 - 12:00 – 12:40 PM WCC.
- Recreation Committee – Wednesday, January 14,2026 - 12:40-1PM – WCC.
- Zoo Committee-
- HOR committee -

*Formaneck motioned to approve financial reports and approve Park Board bills, seconded by Gripentrog. MC. 4-0.

Date of Next meeting: Wednesday, January 21,2026- 5:15 PM – Wahpeton Community Center.

Adjournment.

*Formaneck motioned to adjourn. Second by Gripentrog. MC 4-0.

Brian Watson, Park Board President

Connie Metcalf, Park Board Clerk