

VALLEY CITY PARK BOARD PROCEEDINGS – August 5th, 2026, 7am
Gaukler Family Wellness Center

President, Buff Murray, presided and called the meeting to order.

ROLL CALL

Members Present: Commissioners Buff Murray, Jordyn Heck, Ross Powell and Seth Hanson

Members Absent: Commissioner Kirk Olson

Others Present: Tyler Jacobson: Executive Director, Ashley Martinson: Office Manager, Staff: Hilary Flatt, Noah Kvilvang, Macy Schlaht

Opened 8/5/2026, 7:00 am

APPROVE MINUTES FOR JULY 1st, 2026

Commissioner Powell made a motion to approve the minutes from the previous meeting July 1st, 2026; seconded by Commissioner Heck. All voted “Aye.” MOTION CARRIED.

APPROVE 2027 PRELIMINARY BUDGET

Commissioner Heck made a motion to approve the preliminary budget for the year ending December 31st, 2027; seconded by Commissioner Powell. A roll call vote was taken with Commissioners Heck, Hanson, Powell and Murray voting “Aye”. MOTION CARRIED. The budget levies 42.83 mills total based on an estimated 2027 valuation of \$26,001.00 for a total tax value, \$1,113,568.05. A copy of the preliminary budget is on file at the Park District Office.

FINAL BUDGET MEETING

Tuesday, September 8th, 2026, at 7:00 a.m.

MINUTES / AGENDA / FINANCE ONLINE

Board agreed to put the minutes and agenda online on the VCPR website.

TRAIL FEES

Commissioner Hanson brought up discussion to remove dual trail fees and increase single \$25 to compensate for no more dual trail fee, with no limit to single users for a cart. Currently, the board would like to keep the trail fees as no changes and research options to better monitor users for personal carts and a way to mark personal carts with purchased trail fees. Currently the pro shop has a teen waiver for minors driving carts, would like to look into a waiver for personal carts and minor drivers.

Half-off membership is starting and the board agreed to mark trail fees half off as well.

LAND PURCHASE

The park district would like to stay consistent. When the other easement requested to purchase the driveway easement park district denied the request. The current purchase request has a portion of a garage on the easement and in case of a fire or destruction the owner can rebuild off the easement or come back to the board and request to rebuild on the easement again. Commissioner Powell motioned to deny the bank request to sell the land and maintain the current easement, if something major to happen there they don't rebuild unless they come back to the board, seconded by Commissioner Hanson. A roll call vote was taken with Commissioners Heck, Hanson, Powell and Murray voting “Aye”. MOTION CARRIED

WELLNESS CENTER ADVISORY BOARD

Commissioner Hanson stepped up for the Advisory Board as a park representative.

STAFF REPORTS

Noah Kvilvang: Still removing trees for emerald ash along with stump grinding. Golf carts have had minor repairs from wear and tear. Large project is replacing cab mounts on a Toro machine prior to winter. City Park playground has a piece of equipment that needs new barring's.

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Gaukler Family Wellness Center - Continued...

STAFF REPORTS - Continued...

Macy Schlaht: August newsletter was provided recapping June/July events and highlighting upcoming. Current grants for EAB and trail program. Parktober planning meetings will be starting, a Riverfest update took place, and surveys have been sent out. Hanson mentioned having a sand volleyball tournament at Riverfest, but limited parking would be a concern, however the goal is to continue growing the event.

Hilary Flatt: Wellness Center activities are wrapping up, pool closes next Thursday, helping Mercidez, lifeguarding classes held with Macy, deep cleaning scheduled this week, preparing for VCSU staff and faculty to return, flag football will be starting up and the 2027 fee committee will be getting together to review fees.

ACCOUNTANT

Coming in September. Discussed some options for taxing to get full mills.

APPROVE JULY 2026 Bills

Commissioner Heck motioned to approve July bills totaling \$119,317.18 with general checking: #45269-45353, and direct deposit #2695-2712, payroll checking direct deposit #16799-16959, NDPERS July \$8,546.28, NDPHIT \$13,404.62, and EFTPS / Loan / Fees / Quarterlies \$38,516.25; motion seconded by Commissioner Powell. A roll call vote was taken with Commissioners Heck, Hanson, Powell and Murray voting "Aye". MOTION CARRIED. Commissioner Heck amended July total bills to \$293,689.49 after Mrs. Martinson noted error, seconded by Commissioner Powell. A roll call vote was taken with Commissioners Heck, Hanson, Powell and Murray voting "Aye". MOTION CARRIED

PUBLIC COMMENTS

None currently.

OTHER

-State Conference – Dickinson, ND, 7 staff attending

-National Conference – Philadelphia, Tyler, Hilary & Macy attending, up for National Gold Medal

-Trees-Darvin is pretty sure he spotted EAB by the park shop. A sample went to the city forester and waiting for the results to come back.

-Commissioner Hanson received a text message from a Barnes County Weed officer, saying that we may have purple loosestrife at the golf course. Mr. Jacobson told him to have the officer get in touch with us or Mr. Darvin Keys.

-Commissioner Powell checked in about the sprinkler system at Charlie Brown being down for 3 weeks. Updated about the new sidewalk being about 60% complete and VCBA will be moving the mound back. Mr. Jacobson mentioned a retaining wall will have to be going in by the bathrooms.

-Commissioner Heck questioned material for all inclusive playground, poured in place or wood fibers.

-Dicks years of service party, tomorrow, Thursday, August 6th, 2026.

Adjourned 8/5/2026, 7:50 am

William 'Buff' Murray, President
Board of Parks & Recreation
City of Valley City, North Dakota

Ashley Martinson, Office Manager
Board of Parks & Recreation
Valley City, North Dakota