



KINDRED PARK BOARD AGENDA

March 11, 2026 6:30 pm
Location: Kindred City Hall

MEETING CALLED TO ORDER at 6:31 PM by President Rob Sahr

Present Members: Rob Sahr, Lloyd Hoffarth, Patrick Bergh, Justine Gibbon, Kevin Mehrer, Accountant AnnDee Erickson, & Parks Director Mike Brown was available via phone call

Absent Attendees:

APPROVE MINUTES for February 11th, 2026 & February 24th, 2026

- Board President Sahr asked the board to review the February 11 and February 24th Meeting Minutes. Lloyd Hoffarth made a motion to approve the minutes, Kevin Mehrer 2nd the motion. Motion passed unanimously.

PUBLIC COMMENTS

- No Public Comments were received.

FINANCE REPORT

- **Financial Report:**
Accountant AnnDee Erickson reviewed the Profit and Loss statement, balance sheet, and expenses by vendor detail as of the end of February. Erickson and the board discussed the need for a more detailed actual-to-budget comparison, including clearer breakdowns of budget line items such as utilities, electricity, office supplies, and other categories. Differences between levy income and recreation levy income were also discussed. The board will work with Parks Director Mike Brown to adjust the Profit and Loss budget for next month.
- **Sales Tax Discussion:**
Erickson reported that after speaking with specialists at the state, park and recreation districts may not be required to charge sales tax; however, clear statewide guidance is limited. The board discussed whether to discontinue the sales tax license. The North Dakota Sales and Use Tax Report was submitted with \$0 reported. The board agreed to amend the report for \$6,500 in taxable goods. Lloyd Hoffarth made a motion to amend the 2025 taxable income for sales tax. Justine Gibbon seconded the motion. Motion carried unanimously.
- **iPad Purchase and Concession Sales Tracking:**
President Sahr made a motion to purchase one iPad for concession use at the pool. Patrick Bergh seconded the motion. Motion carried unanimously. The board also discussed using the iPad with the Square application to track pool and concession sales for the upcoming season.



DIRECTOR'S REPORT

- **New City Building:**

The Park Board discussed plans for the proposed new city building, which would include a Park Board office and shop space for equipment and storage. Estimated rent for the space is between \$850–\$1,250 per month. The board discussed determining what the park district could afford, with an estimated annual cost of \$10,200–\$15,000 beginning January 1, 2027. Final construction cost estimates are still pending and will be discussed further at an upcoming joint meeting.

- **Upcoming Park Events:**

Updates were shared for the Donut Ball and Cupcake Ball events. The Donut Ball currently has eight registrants, and pizza will be served to help manage costs. For the Cupcake Ball, the planned menu includes pulled pork sandwiches, mac and cheese, cupcakes, and a drink. Volunteers will be needed to help serve the meal.

- **iPad and Card Reader Update:**

The board discussed the potential purchase of an iPad and card reader for pool and softball payments. Mike spoke with MLGC, and the board may wait a year before moving forward with the softball fields, but an iPad will be purchased and set up for pool concessions. Additional discussion included comparing card reader options such as Square and other software systems, including possible management fees.

- **Other Updates:**

Additional updates included discussion about the possibility of constructing a press box above the softball field dugouts in collaboration with the high school, with design discussions underway. The Parks Director will also meet with AirServe next week to review the pool heater and instant water heater. Planning was also discussed for the Easter Eggstravaganza event scheduled for April 5.

OLD BUSINESS

- **Newport Park Naming:**

The board briefly discussed the naming of Newport Park. Kevin Mehrer will follow up with Parks Director, Mike Brown regarding the project.

- **Bike Path Update:**

Patrick Bergh reported that there are no new updates regarding the bike path at this time.

- **School Collaboration for Softball Field:**

Parks Director Mike Brown discussed the possibility of collaborating with the school to construct a press box above the softball field dugouts. Further details and potential design options are still being explored.



NEW BUSINESS

- **Pool Heater:**
The board discussed the pool heater and Brown reported that a maintenance person has been identified to repair the unit. Brown, along with Rich Schock from the City, will meet with AirServe next week to review the pool heater and instant water heater. Further discussion will take place with the City at the next joining meeting regarding payment for the repair.
- **Sales Tax and iPad Discussion:**
Additional discussion was held regarding sales tax and the use of iPads for concessions and sales tracking. See discussion above.
- **Clarifying Roles and Responsibilities:**
President Sahr shared documents intended to clarify the roles and responsibilities of Park Board members and the Parks Director. Board members will review the materials and plan to discuss them further at next month's meeting.

BOARD MEMBER REPORTS

- **FM Athletics – 4th Grade:**
The board discussed participation in FM Athletics for 4th grade. Parks Director Mike Brown will forward the related email to Patrick Bergh for review.
- **Joint Meeting with City Council:**
A joint meeting with the City Council is scheduled for April 8 at 6:30 p.m., though the location may change due to City Hall renovations beginning March 23.

UPCOMING EVENTS

- Donut Ball March 29th
- Easter Eggstravaganza April 5th
- Cupcake Ball April 25th

ADJOURN

- 8:07 Bergh makes a motion to adjourn. Mehrer Seconds. Motion passes unanimously.

Elected Position – Park Board Member	Officers	Portfolio	4-Year Term End Date
Rob Sahr	President	Grounds and Maintenance	June 2026
Kevin Mehrer	Treasurer	Fundraising/ Finance	June 2028
Patrick Bergh	At – Large	Community Engagement & Volunteerism	June 2026
Justine Gibbon	Secretary	Recreation Programming & Events	June 2026
Lloyd Hoffarth	Vice President	Projects Coordination	June 2026

