

PARK BOARD MEETING
March 13, 2017

Pursuant to due call and order, the Board of Park Commissioners, Dickinson Park District, met for a Regular Meeting at 4:00 pm, Monday, March 13, 2017 at the West River Community Center.

ROLL CALL: Present were Commissioners Scott Kovash, Howard Sharpe, Tim Daniel, Scott Karsky. Also present Park Grounds Maintenance Manager Scott Mack, Facility Operations Manager Matt Mack, Facility Maintenance Manager X Dukart, Attorney Randall Sickler and Clerk Leah Hoenke. Commissioner KC Homiston and Director James Kramer were absent.

APPROVAL OF MINUTES: MOTIONED BY: Scott Karsky ;SECONDED BY: Tim Daniel to approve February 13 and February 24 meeting minutes. Upon vote, all aye. Motion carried.

CLAIMS: MOTIONED BY: Howard Sharpe; SECONDED BY: Scott Karsky to approve February Claims in the amount of \$349,449.82. Roll call vote: Ayes: 4; Nays: 0; Absent: 1.

Grounds Maintenance

Grounds Maintenance Manager Report (Scott Mack) – Manager Scott Mack reported baseball park installers were here and weather set them back. He said first game is March 31, still quite a lot to do, cleanup and fences moved, etc. He reported on hole 5 at the golf course and said he talked with Cordova Construction and they have enough top soil to take care of project. Assistant Manager Sam Davis will do soil samples this week so we should know by the time April comes around. Discussion followed on other courses that have had the same issue.

Recreation/Facilities

Expedition League MOU (Attachment #1) – Facility Operations Manager Matt Mack said this is mainly for informational and said the MOU is mostly done and the Board will vote at March's roundtable meeting. Commissioner Scott Karsky said the baseball board likes it and wanted to make sure their concessions revenue is included. Commissioner Tim Daniel said this is just the Memo of Understanding and when it comes time to do an actual contract it will probably need more work.

Gress Complex Concessions Agreement (Attachment #2) – Manager Matt Mack reviewed agreements in place of Recreation/Facilities Ryan Nelson who was absent. He said the agreement is close to the same as last year with corresponding dates and added wording to include DHS softball season. Attorney Randall Sickler said the name of concessionaire should be the names of parties from Peters Concessions and said it could be approved contingent on those changes. MOTIONED BY: Scott Karsky; SECONDED BY: Tim Daniel to approve Gress Complex Concessions Agreement contingent on concessionaire name change. Upon vote, all aye. Motion carried.

Dickinson Baseball Club Agreements (Attachment #3-4) –

Baseball Concessions Lease Agreement: Manager Matt Mack said changes were the name of ballpark and corresponding dates. MOTIONED BY: Howard Sharpe; SECONDED BY: Scott Karsky to approve the Baseball Concessions Agreement. Upon vote, all aye. Motion carried.

Dickinson Baseball Club Use Agreement: Changes made were name of ballpark, corresponding dates and took out date from paragraph 9. MOTIONED BY: Scott Karsky; SECONDED BY: Howard Sharpe to approve the Dickinson Baseball Club Use Agreement. Upon vote, all aye. Motion carried.

Mustang Baseball Club Agreement (Attachment #5) – Manager Mack reviewed the changes made to the Mustang Baseball Club Use Agreement which include date changes, field prep went up to \$12 and club was aware of changes. MOTIONED BY: Tim Daniel; SECONDED BY: Howard Sharpe to approve Mustang Baseball Club Use Agreement. Upon vote, all aye. Motion carried.

Dickinson Diamonds Use Agreement (Attachment #6) – Manager Mack reviewed the dates changed and fee increase, field prep went up to \$12, they were aware of changes. MOTIONED BY: Howard Sharpe; SECONDED BY: Commissioner Scott Karsky to approve the Dickinson Diamonds Use Agreement. Upon vote, all aye. Motion carried.

Recreation/Facilities Manager Report (Ryan Nelson) – Manager Ryan Nelson was absent.

Facilities

Meet & Greet Overview – Manager Matt Mack said the recent golf pro meet and greet went well, had about 100 people attend and sold \$15,000 worth of passes, apparel and gear. He said Golf Professional Patrick Rominger was talking to almost every person that came through. He also said we sold a total of 133 Early Bird passes during the entire promotion and said that includes 19 new season passes for individuals that were not members last year.

Facility Operations Manager (Matt Mack) – Manager Matt Mack reported on tournaments/scrambles at golf course for the season, as well as new apparel and equipment inventory at pro shop. He said the sale items will remain on

sale and be moved to make room for new merchandise. He stated that he's moved forward with a digital display board at golf course that will have all events, special promotions, etc. He also said that they will re-work window clings and do some different things to improve appearance of exterior of building. Manager Mack reported that they are doing interviews for part time staff at pro shop, hope to get going by end of month. He also reported on memberships at West River Community Center are at 6300 members, up by 55 from last month, down from a year ago. He said numbers are looking similar to where we were in 2013. He said at Patterson Lake, Solar Bee has contacted us and would like to try a new unit to help with algae. He said they will have to go through the Bureau of Reclamation first and the Game and Fish. Discussion followed.

Facility Maintenance Manager (X Dukart) – Manager X Dukart reported taking out first sheet of ice at West River Ice Center last week and will take out second sheet next week. He also reported replaced lights with LED lights, we will get our cost back in about a year and a half.

Projects/Capital Planning
Update – no update

Personnel/Finance/Administration

Approval of Pledge Securities (Attachment #7) – MOTIONED BY: Scott Karsky; SECONDED BY: Howard Sharpe to approve the pledge securities. Upon vote, all aye. Motion carried.

Financial Statement – for information purpose only.

Marketing/HR Manager Report (Amber Mathieson) – Manager Amber Mathieson was absent.

Director Report (James Kramer) – Director James Kramer was absent.

Legal Counsel Report – Attorney Randall Sickler had nothing to report.

Adjournment – MOTIONED BY: Scott Karsky; SECONDED BY: Tim Daniel to adjourn the meeting at 4:22 pm. Upon vote, all aye. Motion carried.

PREPARED BY:

APPROVED BY:

Clerk

President