

PARK BOARD MEETING
September 11, 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, September 11, 2017 at the West River Community Center.

ROLL CALL: Present were Commissioners Scott Kovash, Scott Karsky, Tim Daniel and Carol Herauf. Also present were Director James Kramer, Park Grounds Maintenance Manager Scott Mack, Recreation/Facilities Manager Ryan Nelson, Attorney Randall Sickler and Clerk Leah Hoenke. Commissioner KC Homiston was absent.

APPROVAL OF MINUTES: MOTIONED BY: Tim Daniel; SECONDED BY: Scott Karsky to approve August 14 and August 25 meeting minutes. Roll Call Vote: Ayes-4; Nays-0; Absent-1 (Homiston). Motion carried.

CLAIMS: MOTIONED BY: Scott Karsky; SECONDED BY: Carol Herauf to approve August Claims in the amount of \$671,280.32. Roll Call Vote: Ayes-4; Nays-0; Absent-1 (Homiston). Motion carried.

United Way Presentation – Nichole DeLeon from United Way was present to give a presentation on Born Learning Trails and Day of Caring. She explained that United Way of Dickinson's Day of Caring was established in 2016 to promote the spirit and value of volunteerism, increase the awareness of local human service agencies and schools and demonstrate what people working together for our community's good can accomplish. She said in 2016 the Day of Caring consisted of cleaning up the parks and in 2017 they helped the elderly and disabled with things around their home they normally can't do. Ms. DeLeon went on to explain the Born Learning Trails. She said the trail is a series of 10 interactive signs that offer fun, active learning activities for young children and their families. It helps parents, caregivers, and communities create quality engagement opportunities when out on a stroll or visiting a local playground. She said currently there are no Born Learning Trails in North Dakota and United Way would like to do one along the trail in Rocky Butte Park—she said they will maintain. Carol asked if it will go all the way around Rocky Butte. Ms. DeLeon said there are 10 games included, hop scotch, color game, etc. and it would be as much or as little as we want to do. Discussion followed. President Scott Kovash said he is in favor of the project and that it doesn't seem to require a lot from us. Director Kramer said that Grounds Maintenance Manager Scott Mack hasn't had a chance to review the project and if Rocky Butte is the right place. Manager Scott Mack said he thinks the snow plow blades will be tough on it and it might need to be re-done more often. Ms. DeLeon said that it doesn't necessarily have to be in Rocky Butte Park. She said she has sponsors that are ready to do re-do the trail every 3 years. Director Kramer stated that we could explore and possibly look at other locations; he also said the project is right and we definitely want to be a part of it. President Scott Kovash said the consensus from Board is that we are in support of the project.

Grounds Maintenance

Grounds Maintenance Manager Report (Scott Mack) – Manager Scott Mack reported on golf course grounds; spraying fungicide and cutting fairway number five to 1 inch to prepare for cooler weather. He also reported on end of year maintenance at the baseball park, as well as will close Turtle Park restrooms to finish remodeling over the winter. Manager Mack said that they have irrigation issues at the Veterans Memorial, and have some water lines to fix. He said he won't have any water at the park until the building is completed. He stated that they are done with maintenance for softball and now preparing fields for adult flag football.

Recreation/Facilities

Expedition League Lease (Attachment #2) – Director James Kramer handed out the revised lease for the Expedition League. He said the big items are liability coverage; rent is now a flat amount and there will be a per game fee for anything outside of the normal 32 game season. He also said the league has agreed to \$5,000/year to assist with capital improvement projects in the future and they will assume all of the maintenance of the facility, grandstands, bathrooms, concessions, bleachers, etc. Grounds Maintenance Manager Scott Mack will still oversee maintenance on the field. Director Kramer stated that we retained our advertising around the scoreboard, but they have all other advertising rights. He said they anticipate a team in Dickinson next year. Discussion followed. MOTIONED BY: Scott Karsky; SECONDED BY: Carol Herauf to approve the Expedition League Lease. Roll call vote: Ayes-4; Nays-0; Absent-1 (Homiston). Motion carried.

Dickinson Dolphins Use Agreement (Attachment #3) – Director James Kramer said Facility Operations Manager Matt Mack has been working with the Dickinson Dolphins Swim Team's use agreement. He said both parties have agreed to the current agreement as presented and he recommends approval. MOTIONED BY: Carol Herauf; SECONDED BY: Tim Daniel to approve Dickinson Dolphins Swim Team Use Agreement. Roll call vote: Ayes-4; Nays-0; Absent-1 (Homiston). Motion carried.

Recreation/Facilities Manager Report (Ryan Nelson) – Manager Ryan Nelson reported that the adult softball season is now finished with the last event being the Last Chance Tournament. He said the tournament had 16 teams, last year was 24 teams.

Manager Ryan Nelson said he took a survey and most of the comments he received was with this tournament being on the opening Sunday of NFL season. He said they may look at moving the tournament to another day. Manager Nelson also reported on Adult Volleyball starting with 43 teams for women's 21 for coed. Adult Flag Football and 3x3 Basketball Leagues are also starting. He also said the fall events at the ice center are the Harvest Showcase, Southwest Water Festival and Out of Darkness Walk.

Facilities

Facility Operations Manager (Matt Mack) – Manager Matt Mack was absent.

Facility Maintenance Manager (X Dukart) – Manager X Dukart reported that WRCC's Clean Week went very well. He said the outdoor pool just shut down after Labor Day and they have drained the large pool and the small pool is connected with the fountain and will be drained soon. He also reported getting ready to put in the second sheet of ice for the ice season. Otherwise, general maintenance as usual.

Projects/Capital Planning

Veterans Pavilion – Pay Applications (Attachment #4) – Director Kramer presented application for payment for the Veterans Pavilion, he recommended approval. MOTIONED BY: Scott Karsky; SECONDED BY: Tim Daniel to approve the Application and Certificate for Payment #2 from Kolling & Kolling in the amount of \$58,723.20. Roll call vote: Ayes-4; Nays-0; Absent-1 (Homiston). Motion carried.

Veterans Pavilion Process – Director Kramer said that after this pay application is paid our \$200,000 commitment will be spent. He stated that the Veterans Memorial Committee will start collecting from their pledged donors and give the funds to the Park District.

Inclusive Park Project Update – Director James Kramer said he and Grounds Maintenance Manager Scott Mack have met several times with the inclusive park group. He said the name they want the park to be called is Friendship Park and would like the location to be our Gum Avenue location. He also said the estimated cost of the park is still at \$1.5 to 2 million. He said they will be coming to our next meeting to present and see what the Board's wishes are and there will need to be a public hearing to get feedback. Director Kramer said we will send a letter to the surrounding homeowners to let them know of the project and public hearing. Discussion followed.

Personnel/Finance/Administration

Approval of Pledge Securities (Attachment #5) – MOTIONED BY: Carol Herauf; SECONDED BY: Tim Daniel to approve the pledge securities. Roll call vote: Ayes-4; Nays-0; Absent-1 (Homiston). Motion carried.

Financial Statement (Attachment #6) – For informational purpose.

Director Report (James Kramer) – Director Kramer reported that he and the Managers will be attending the North Dakota Recreation and Parks Conference in Mandan. He also reminded the Board of the Preliminary Budget Public Hearing, Monday, September 18 at 6:00 pm. He reported that he and Commissioner Scott Karsky were invited to sit on a trail committee with the City for ongoing planning on trails and roadways.

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

Adjournment – MOTIONED BY: Carol Herauf; SECONDED BY: Scott Karsky to adjourn the meeting at 4:30 pm. Upon vote, all aye. Motion carried

PREPARED BY:

APPROVED BY:

Clerk

President