

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

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

APPROVAL OF MINUTES: MOTIONED BY: Tim Daniel; SECONDED BY: Scott Karsky to approve November 13 meeting minutes. Roll Call Vote: Ayes-5; Nays-0; Absent-0. Motion carried.

CLAIMS: MOTIONED BY: Carol Herauf; SECONDED BY: KC Homiston to approve November Claims in the amount of \$339,320.32. Roll Call Vote: Ayes-5; Nays-0; Absent-0. Motion carried.

Addition to Agenda: Caroline True Bright White was present to speak. She originally wrote a letter in 2005 making an offer for green space in the downtown area. She explained, the plan was she wanted to gift the land to the City or Park District with a particular dedication of to honor the women of the northern plains, as well as she would like for the Park Board to agree by contract of the dedication and that it would not be turned around and sold, she wants it to remain a green spot in downtown Dickinson. She went on to say, the reason she is back today is to get her estate planning done and she would like to make the offer again for the park board to accept the gift to the City, a green spot in downtown Dickinson. She said we don't have a spot like this in this location. She needs to know if she should sell the property or be able to gift to the people of Dickinson. She requires that it not be sold, or repurposed in any other way. She said she believes it is zoned for business or commercial. Caroline said that if parks and rec would not like to do this on their own and be the sole owners, she suggests to the City or Downtown Association to use instead of the park square on Villard/Sims, to put the park square one block over where this property is located, she suggested they would have less costs associated. President Scott Kovash said this discussion will have to be with the City and Downtown Association. He asked her if the Park District were to get this land, what is the purpose of the land. She said if it wasn't the square it would be a green space park, but she wants the dedication to honor the women of Dickinson to be remembered forever. Commissioner Scott Karsky asked if we put the restrictions on how the land is used, is that even an option. Attorney Sickler said there might be some covenants involved. President Scott Kovash said we will definitely talk to the City and work together to try and get something accomplished.

Grounds Maintenance

Grounds Maintenance Manager Report (Scott Mack) – Manager Scott Mack reported with nice weather they have been able to get smaller projects done; they replaced broken barrier posts around our parks/facilities, in process of flooding ice rinks, at the mercy of the weather, but hope to have ready by Christmas break. Cleaning up around shop and winter maintenance. Commissioner KC Homiston asked about cross country trails. Director Kramer said once we have enough snow, we maintain a trail off of Heart River Retreat.

Recreation/Facilities

Ballpark Concession Agreement (Attachment #1) – Director Kramer said we opened the ballpark concessions to public bid. He said the only entity to submit a bid was the Expedition League. He also said Attorney Sickler has reviewed the bid and they have met all of our requirements from the Park District. He said the Concessionaire will have some things to work out with the City for the alcohol permit. MOTIONED BY: Scott Karsky; SECONDED BY: Carol Herauf to approve the concessions agreement with the Expedition League. Roll Call Vote: Ayes-5; Nays-0; Absent-0. Motion carried.

Recreation/Facilities Manager Report (Ryan Nelson) – Manager Ryan Nelson reported we are up and running with full court basketball leagues. Winter volleyball begins January 10 with team numbers up from last year's league. He also said he's working on contract agreements for West River Ice Center and said things will start to ramp up again for the Central Plains Tournament this summer.

Facilities

Facility Operations Manager (Matt Mack) – Manager Matt Mack reported on memberships at WRCC, remaining steady 6,376, up 335 memberships from last year. He said they hired Shaelyn Sullivan as new Group Fitness Coordinator, she will take over beginning in January. Manager Mack also reported that he is working on a new system for our video surveillance cameras, working with Schutz Foss to help design a plan for each facility. Once we have a plan we will bid out locally. He said at the golf course they replaced signage for hole sponsors and are contacting old sponsors to see if they are interested and possibly send out for new sponsors, along with scorecard sponsors.

Facility Maintenance Manager (X Dukart) – Manager X Dukart reported his staff is in process of replacing furnace at ice arena, always had problems with that furnace. Also said they are updating software on cardio equipment with Matrix. This will allow them to look online for maintenance errors, help with maintenance of the machines.

Projects/Capital Planning

Veterans Pavilion – Pay Application (Attachment #2) – Director Kramer reviewed current pay application #5 from Kolling and Kolling. He said the application has been certified by architect and meets specifications. He also said things are moving along and completion date will be the end of February. He recommended approval of pay application #5. MOTIONED BY: Tim Daniel; SECONDED BY: KC Homiston to approve Veterans Pavilion Pay Application #5 in the amount of \$83,547.00. Roll Call Vote: Ayes-5; Nays-0; Absent-0. Motion carried.

Personnel/Finance/Administration

Approval of Pledge Securities (Attachment #3) – MOTIONED BY: KC Homiston; SECONDED BY: Carol Herauf to approve the pledge securities. Roll Call Vote: Ayes-5; Nays-0; Absent-0. Motion carried.

Financial Statement (Attachment #4) – For informational purposes.

2018 Administrative Calendar (Attachment #5) – For informational purposes.

Director Report (Director Kramer Kramer) – Director Kramer updated the Board that he and President Kovash will participate in a task force with Senator Wardner, they will be going to a workshop to learn about land from Extension Center. He will update the Board at the next meeting.

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

Adjournment – MOTIONED BY: Carol Herauf; SECONDED BY: Scott Karsky to adjourn the meeting at 4:29 pm. Upon vote, all aye. Motion carried.

PREPARED BY:

APPROVED BY:

Clerk

President