

**PARK BOARD MEETING**  
**September 10, 2018**

Pursuant to due call and order, the Board of Park Commissioners, Dickinson Park District, met for a Regular Meeting/Public Hearing at 4:00 pm, Monday, September 10, 2018 at the West River Community Center.

ROLL CALL: Present were Commissioners Scott Kovash, Scott Karsky, Tim Daniel, KC Homiston, Brad Fong. Also present were Executive Director James Kramer, Director of Recreation/Facilities Matt Mack, Attorney Randall Sickler and Clerk Leah Hoenke.

APPROVAL OF MINUTES: MOTIONED BY: Tim Daniel; SECONDED BY: Brad Fong to approve the August 13 meeting minutes. Roll Call Vote: Ayes-5 Naves-0; Absent-0. Motion carried.

CLAIMS: MOTIONED BY: KC Homiston; SECONDED BY: Scott Karsky to approve August Claims in the amount of \$560,876.30. Roll Call Vote: Ayes-5; Naves-0; Absent-0. Motion carried.

Timetable Agenda – 4:45 pm – 2019 Preliminary Budget Public Hearing – Executive Director James Kramer gave a presentation on the 2019 Preliminary Budget. He showed the total appropriation of expenses at \$6,175,030, with revenue at \$6,175,275 and total to be levied of \$2,050,613. He said the budget proposed will have an effect on residences based on the value of their home and showed the increase based on three different priced homes. He compared the average property in Dickinson and how its property value increased and decreased over an 8 year period and how the park taxes were affected. Director Kramer then showed the factors that lead to the increase which was State aid/revenue sharing has dropped over the past 3 years with us increasing our activity fees and membership fees 2 out of 3 years to offset as best we can. He also showed the increase in our facility utilities and then compared an overview of the 8 largest park districts in North Dakota: Fargo, Bismarck, Grand Forks, Minot, West Fargo, and Mandan. President Scott Kovash asked if there was anyone present to speak for or against the 2019 Preliminary Budget. He asked 3 times and with no response the public hearing was closed at 4:55 pm.

#### Buildings/Grounds

Undeveloped Park Land (Attachment #1) – Director James Kramer reviewed a layout of Prairie Hills 4<sup>th</sup> Addition that we have never developed. Discussion followed on dedicated versus deeded land. He said the dedicated lands are still owned by the original owner, with a dedication to the Park District. He said as long as land is dedicated we are limited with what we can do with it. He explained that the way the new ordinance is written that it is deeded, we have full rights to do what we want. Director Kramer said the reason this particular land was not developed is because of the proximity to two other parks. Discussion followed regarding the future trails expansion and if a trail should go through that area. Director Kramer said there is a City easement there and right now there are no plans to put a sidewalk on that side of 21<sup>st</sup> Street. Tim Daniel thought it would be a good idea to put a trail through there to go along with the green space. Director Kramer said he's not looking for a decision but wanted to give the Board time to ponder and see what direction we want to go.

Director of Buildings/Grounds Report (Craig Pearson) – Director of Buildings/Grounds Craig Pearson was absent.

#### Recreation/Facilities

Security System Project – Pay Application (Attachment #2) – Director of Recreation/Facilities Matt Mack reviewed pay application from Denny's Electric, \$32,089.09 which was approved by architect and he recommended approval. He said this will be the first of three pay applications presented. MOTIONED BY: KC Homiston; SECONDED BY: Brad Fong to approve the Denny's Electric Pay Application #1 in the amount of \$32,089.09. Roll Call Vote: Ayes-5 Naves-0; Absent-0. Motion carried.

Golf Pro Position – Director Matt Mack said we will be opening the new Golf Pro position within the next week and will leave open for about one month and see what we get for applicants. He said if we don't get a good pool of applicants we will keep open as needed.

Director of Recreation/Facilities Report (Matt Mack) – Director Matt Mack reported memberships at WRCC are at 5,970 annuals, 639, 3 month, 87, 1 month, with a total of 6,696 total members for the month of August, up 300 members from last year. He reported on upcoming events at WRCC and said the building will be busy with a swim meet, Southwest Water Authority’s Water Festival sponsoring free swimming on September 20. September 29 will be a Girls Basketball Mini Camp led by DSU Women’s Basketball team. Director Mack also reported on golf course rounds at 3,789 which is down from last year. He said they will begin some fall sales in pro shop and the fall golf pass is in effect. The Labor Day Golf Tournament finished with 80 golfers, down 10 from last year. He said he’s hoping to build up our tournaments, put out registration earlier, try to get more registered and promote more. Director Mack also gave a Patterson Lake update, primitive is shut down, modern open until freezing. He reported on Last Chance Softball Tournament was held September 9. Recreation/Facilities Manager Ryan Nelson has suggested to move it to last weekend of August with hopes it will increase participation. Director Mack said Fall Volleyball is up and running with Adult Flag Football and 3x3 Basketball starting soon. The Elementary Cross Country Meets have started with the first one having 130 participants. He said that is a very popular program. He also reported on fall events at the West River Ice Center and the new surveillance system is up and running but we’ve had to do some updating of computers to work with the new system and its software. He said he is also busy working on NDRPA conference that starts tomorrow.

#### Business/Finance

Approval of Pledge Securities (Attachment #3) – MOTIONED BY: Scott Karsky; SECONDED BY: Tim Daniel to approve the pledged securities. Roll Call Vote: Ayes-5; Nays-0; Absent-0. Motion carried.

Financial Statement (Attachment #4) – Director Kramer reviewed.

Executive Director Report (James Kramer) – Director Kramer explained the reorganization process where they have hired Matt Mack as the Director of Recreation/Facilities. He said right now we do not have the Director of Business/Finance on the radar to hire; he said he will take care of those items. Director Kramer reported on the NDRPA conference and said it is a great opportunity to take in classes and have conversation with others around the state. He said that he gave a report to City Commission last week and wanted to clarify to the Park Board the conversation that took place at the meeting of a new athletic complex. He said we are nowhere near having conversations of a new athletic complex, but now that the discussion was put in the paper, the user groups are interested. Director Kramer said he thought the presentation went very well and the City is very supportive and open to helping with future projects. He said the 2019 Budget Hearing will take place at 4:45 pm today to listen to general public if anyone has questions or needs more information. He also discussed the golf course restaurant lease is up on December 31, 2018, he said he hasn’t received any notification that the concessionaire wants to renew the lease. Discussion followed. Commissioner Tim Daniel asked about the Patterson Lake bill. Director Kramer said he had not heard any more updates. Other discussion that took place was the fundraising for the future of Friendship Park. Director Kramer said the organizers are still under the \$400,000 that was pledged and they aren’t ready to roll yet. President Scott Kovash said the sports complex discussion was brought up by the Mayor at the City Commission meeting and Director Kramer then said that we’ve talked about complexes and youth sports growth, but this is just conversation for now.

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

Adjournment – MOTIONED BY: Scott Kovash; SECONDED BY: Tim Daniel to adjourn the meeting at 4:55 pm. Upon vote, all aye. Motion carried.

PREPARED BY:

APPROVED BY:

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Clerk

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President