

**PARK BOARD MEETING
September 28, 2018**

Pursuant to due call and order, the Board of Park Commissioners, Dickinson Park District, met for a Regular Meeting at 8:15 am, Friday, September 28, 2018 at the West River Community Center.

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

Years of Service Presentation – Scott Kovash presented a Years of Service Award to Sara Turner for 10 years of service. He also presented Ryan Nelson with a 25 Years of Service Award. He thanked them both for their dedicated service to Dickinson Parks and Recreation.

Planning Update – Director James Kramer reviewed the Future First Committee and Vision 2020. He said they put an emphasis last spring on identifying certain issues and action items that we felt needed to be addressed to stay proactive for the future. He said the ultimate goal is to have the items become formal Park District Ordinances.

Future First (Attachment #1) – Director of Recreation/Facilities Matt Mack reviewed the work that has been done. He said the Future First Committee focused on things that could get out pretty quickly, the first being a Service Animal Policy. He said other issues are not that clear cut, such as medical marijuana that we'll need some guidance on based on new laws that are being put in to place. Director Mack said the committee will pick back up this fall and winter and focus on getting through more of these items. Director Kramer talked about the service animal policy, and said he is not looking for approval today but will bring back when the Board has more time to review.

Vision 2020 (Attachment #2) – Director Kramer reviewed an overview of Vision 2020. The plan identified a vision for long range planning for the Park District. He said it was broken down into four categories: Security and Safety; Organizational Structure; Staff Orientation/Training/Communication; and Policies and Procedures. He said we focused on organizational structure and identified the three departments of Recreation/Facilities; Business/Finance and Buildings/Grounds. Director Kramer said the key things we have initiated so far are background checks and reviewing and updating our mission and core values with some of the more lengthy items will take place this winter.

Security System Project (Attachment #3) – Director of Recreation/Facilities Matt Mack reviewed the pay applications for the surveillance system project. He said pay apps #2 and 3 are for the remainder of work that has been done on the system with all cameras in place and up and running. He recommended approval of both pay applications. MOTIONED BY: Scott Karsky; SECONDED BY: Brad Fong to approve Denny's Electric pay application #2 in the amount of \$18,050.72. Roll call vote: Ayes-4; Nays-0; Absent-1. Motion carried.
MOTIONED BY: Tim Daniel; SECONDED BY: Scott Karsky to approve Denny's Electric pay application #3 in the amount of \$16,713.28. Roll call vote: Ayes-4; Nays-0; Absent-1. Motion carried.

Dickinson Swim Team Agreement (Attachment #4) – Director Mack reviewed the annual agreement with Dickinson Dolphins. He said everything stayed the same except for updated dates of agreement corresponding to last year. MOTIONED BY: Brad Fong; SECONDED BY: Tim Daniel to approve the Dickinson Dolphins Use Agreement. Roll call vote: Ayes-4; Nays-0; Absent-1. Motion carried.

Director Reports

Director of Recreation/Facilities Matt Mack had nothing new to report.

Director of Buildings/ Grounds Craig Pearson reported on #5 fairway at the golf course. He said they are looking at a new piece of equipment that does a much cleaner job and provides deeper holes and is a cleaner application. He also said they are currently spraying for weeds that was contracted out; as of today they have 5 holes left to spray. Director Pearson reported on the brick building at the golf course is all cleaned out and he is working on getting bids to put in a concrete floor along with electrical before winter. He informed the Board about a concept drawing for a new irrigation design for the outfield at the Ballpark. He said they are getting a bid on labor and material. He also

reported on seven new doors coming for ice center, outside doors were completely rusted through on original building. Discussion followed on the golf course bridge on hole 17. Director Pearson said we're going to contact the bridge company to get 17 done but probably not this year. He said the fairway on 14 is a drain issue that they may be able to address this winter. Discussion also took place on the tree issue at the course. Director Pearson said Greens Superintendent Sam Davis is marking trees to be taken out this fall and he has made recommendations on what trees to take out and replace as needed.

Executive Director James Kramer said the last few weeks have been conferences, where he tried to focus on sessions to help with his focus on master planning. He thanked the staff that helped out at the state conference which was very successful and highly attended by parks and recreation professionals across the state. He said that Matt Mack was awarded the Young Professional Award. Director Kramer also reported on the Diamond Acres subdivision where the engineer was present to review the plans. The engineer said Mr. Kitzan would like us to approach the owner of the Pokorny land by Fisher Park to better enhance the layout. The engineer explained that there was 3-5 acres that was dedicated in the early 80's, re-platted and now re-platted again and Mr. Kitzan would like a re-dedication from Park Board for Pokorny Land and would like to know if there is a way to do that and if there is an interest. Director Kramer said the original developer of Northridge Estates had dedicated the land to us but now they would prefer they deed it to us so we can do what we want with it. He said we may look at the cash in lieu option as well. He said this reinforces our last discussion where we figure out what we can do legally with dedication and deeds of these properties. Discussion followed of the actual acreage we are talking about is what Pokorny owns. Director Kramer said part of it is already a developed park and there are strangely shaped areas of which we will probably never develop. President Kovash asked that our attorney check and see what we can or can't do, this might be a situation that we are never going to develop and possibly send letters to neighbors to make them aware. Attorney Randy Sickler said he will check in to that. Other discussion was held on the Big Sticks season, Commissioner Tim Daniel asked if there was a final report given. Director Kramer said there is a final invoice out and then we will do a wrap up of the year.

Adjournment – MOTIONED BY: Scott Karsky; SECONDED BY: Brad Fong to adjourn the meeting at 8:47 am. Upon vote, all aye. Motioncarried.

PREPARED BY:

APPROVED BY:

Clerk

President