

PARK BOARD MEETING
September 9, 2019

Pursuant to due call and order, the Board of Park Commissioners, Dickinson Park District, met for a Regular Meeting/Public Hearing at 4:00/4:45 pm, Monday, September 9, 2019 at the West River Community Center.

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

APPROVAL OF MINUTES: MOTIONED BY: Brad Fong; SECONDED BY: Tim Daniel to approve the August 9 and August 12 meeting minutes. Roll Call Vote: Ayes-4; Nays-0; Absent-1 (Homiston). Motion carried.

CLAIMS: MOTIONED BY: Tim Daniel; SECONDED BY: Scott Karsky to approve August Claims in the amount of \$536,184.04. Roll Call Vote: Ayes-4; Nays-0; Absent-1 (Homiston). Motion carried.

Buildings/Grounds

Patterson Lake Land MOA (Attachment #1) – Director James Kramer reviewed the Memorandum of Agreement between Bureau of Reclamation and Dickinson Park District. He said there have been no changes since the last time it was reviewed by the Board. He explained that with this signed agreement, it will initiate our first payment of \$34,000 to the Bureau. He said we will start tracking our expenses to recoup costs after everything is finalized. Director Kramer stated that the next agreement is the land conveyance agreement. MOTIONED BY: Brad Fong; SECONDED BY: Tim Daniel to approve MOA with Bureau of Reclamation. Roll Call Vote: Ayes-4; Nays-0; Absent-1 (Homiston). Motion carried.

Director of Buildings/Grounds Report (Craig Pearson) – Director of Buildings/Grounds Craig Pearson reported on facilities; he said ice goes in at the West River Ice Center main arena on September 23. He said the staff has been working on cleaning up after Pride of Dakota show and doing some re-organizing to prepare for the winter ice season. He reported that the Parks crew is finishing up the roof at the bandshell; working on equipment storage at Patterson Lake for storing the mowers during off season. He also said that Scott Mack, Park Operations Manager is down to 4 guys at the shop—most seasonal employees are done. Director Pearson then reported on golf course projects. He said they are going ahead with fall projects; doing a solid aerification to keep as good of playing surface as we can going into the fall. He also said they are going ahead with spraying this fall; he explained the process. Greens Superintendent Sam Davis is down to a few guys as well. Director Pearson said they will start marking trees and start the tree removal program as soon as possible. There are 150 stumps to grind between parks and Patterson Lake, not including the trees that will be removed. They will also start a tree program for bringing trees back in. All trees that will be removed are dead, they won't take any tree that has any life left in it. He said the plan is to remove, grind stumps and sod the area back in and then come back and be selective on where we put in new trees; larger trees that will make a bigger impact in the near future. He said we'll keep losing trees down the road as well, the importance of having a tree program is huge. Director Pearson also reported that they have a plan put together for bridges this fall. He said some we will do in house if we can and others will be contracted out. Discussion followed.

Recreation/Facilities

User Group Agreements (Attachments #2,3,4) – Director of Recreation/Facilities reviewed user agreements and said all three are basically date changes.

Dickinson Dolphins Swim Team – MOTIONED BY: Scott Karsky; SECONDED BY: Tim Daniel to approve Dickinson Dolphins Swim Team Use Agreement as presented. Roll Call Vote: Ayes-4; Nays-0; Absent-1 (Homiston). Motion carried.

Dickinson Hockey Club – MOTIONED BY: Brad Fong; SECONDED BY: Scott Karsky to approve the Dickinson Hockey Club West River Ice Center Use Agreement. Roll Call Vote: Ayes-4; Nays-0; Absent-1 (Homiston). Motion carried.
Hockey Concession – MOTIONED BY: Tim Daniel; SECONDED BY: Brad Fong to approve the Hockey Concessions agreement. Roll Call Vote: Ayes-4; Nays-0; Absent-1 (Homiston). Motion carried.

Director of Recreation/Facilities Report (Matt Mack) – Director of Recreation/Facilities Matt Mack reported on community center numbers – 6923 total members of which 6,000 are annual memberships. He updated the Board on new equipment at WRCC. Should have the equipment in within next couple of months. He reported at the ice center saying that curling league is ending and was a big hit. We will also start a winter league on Sunday evenings. He also said public skate has started on Friday and Saturday nights and then will open weekend afternoon sessions in October. He then reported on adult leagues; numbers are looking good. Seeing an increase in volleyball, flag football and 3x3 basketball teams. He also said the API and Labor Day golf tournaments both went well. Director Mack also informed the Board and congratulated Executive Director James Kramer for being inducted into the North Dakota Recreation and Parks Association (NDRPA) Hall of Fame; he will be recognized at the NDRPA conference in Valley City later this week. The Board congratulated Director Kramer. Commissioner Brad Fong said he would like to see the Park District become the leader in recycling in Dickinson. He suggested having recycling dumpsters at the golf course and ice center after larger events. Director Mack said he will look into that with the City.

Business/Finance

Approval of Pledge Securities (Attachment #5) – MOTIONED BY: Scott Karsky; SECONDED BY: Tim Daniel to approve the pledged securities. Roll Call Vote: Ayes-4; Nays-0; Absent-1 (Homiston). Motion carried.

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

Executive Director Report (James Kramer) – Director James Kramer thanked the staff for their hard work this summer on a successful season and also thanked the Budget Committee for their hard work as well. He also reported that Director of Recreation/Facilities Matt Mack will be joining the Board of Directors of the North Dakota Recreation and Parks Association.

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

PUBLIC BUDGET HEARING – 4:45 PM

Executive Director James Kramer gave a short presentation on the 2020 Preliminary Budget. He said total tax dollars levied is \$2,085,850; a \$35,000 increase from a year ago but is the lowest we've taken in a long time, as well as one of lowest in State of North Dakota. He said to get that number to as low as we possibly could, we lowered the employee raises and benefits along with increasing user fees. He then showed the property tax increase for average property value and reviewed the last 10 years of property value/park taxes and mill levy history. He said the tax base is shrinking; we are seeing a reduction of just over 5% this year because values are less. He compared our mill levy against the 8 largest Park Districts in North Dakota; Fargo, Bismarck, Grand Forks, Minot, West Fargo, Mandan, Dickinson and Jamestown. Park Board President Scott Kovash thanked the Budget Committee and everyone involved in the budget process. He asked if there was anyone present to speak regarding the 2020 Preliminary Budget, he asked 3 times. There was no one present to speak. He then closed the public hearing.

Adjournment – MOTIONED BY: Scott Karsky; SECONDED BY: Brad Fong to adjourn the meeting at 4:54 pm. Upon vote, all aye. Motion carried.

PREPARED BY:

APPROVED BY:

Clerk

President