

**PARK BOARD MEETING**  
**November 12, 2019**

Pursuant to due call and order, the Board of Park Commissioners, Dickinson Park District, met for a Regular Meeting at 4:00 pm, Tuesday, November 12, 2019 at the West River Community Center.

ROLL CALL: Present were Commissioners Scott Kovash, Tim Daniel 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. Commissioners Scott Karsky and KC Homiston were absent.

APPROVAL OF MINUTES: MOTIONED BY: Brad Fong; SECONDED BY: Tim Daniel to approve the October 14 and October 25 meeting minutes. Roll Call Vote: Ayes-3; Nays-0; Absent-2 (Karsky/Homiston). Motion carried.

CLAIMS: MOTIONED BY: Tim Daniel; SECONDED BY: Brad Fong to approve October Claims in the amount of \$399,642.97. Roll Call Vote: Ayes-3; Nays-0; Absent-2 (Karsky/Homiston). Motion carried.

#### Buildings/Grounds

Director of Buildings/Grounds Report (Craig Pearson) – Director of Buildings/Grounds Craig Pearson reported on parks; he said they are at 75% of leaves picked up before the snow hits; finished the park maintenance building with exception of heat and a little electrical. The rest of time they are working on tree removal in the parks, saving wood chips, some wood will be cut up to sell at Patterson Lake. He also reported the ice rinks are getting ready to be flooded, depending on weather and at the golf course, carts have been serviced and tree removal is taking place, removing material and grinding stumps. Director Pearson went on to report on facilities, reporting on the annual fire inspection that was passed with flying colors. He said they are doing snow removal; he met with Gary Zuroff with the City to use brine in the community center parking lot. He said the City will come through and do our parking lot each time they are out. He also said we are adding two more handicap spots at the community center which will take us to 8 spots and by law we need 7 handicap spots. He said the only thing that won't be done to make it compliant is to have the spots painted blue but that will have to wait until weather improves. Commissioner Brad Fong asked about handicap parking, he commented that there are 5-10 handicap permits that use the facility in the morning and they aren't able to park because the spots are full. He said he would like to see us designate 10 spots in the mornings and allow more than regulation for the seniors in the morning. He thinks we need to be bolder when it comes to parking access for handicap spots. He said he thinks we are weak in that area and the seniors helped us build this building and he would like to make a strong statement to look at designated more spots. Director Craig Pearson said he's had comments come in from the public and he went out and visited with some seniors to make them aware we are working on it. He said it is worth talking about and seeing what we can do. Commissioner Fong said if we put up a seasonal sign for the winter, he thinks that will suffice. Director Pearson said he did check on having a sign, but it is not considered legal spots unless it is marked with the proper paint and signage. Commissioner Fong said he thinks it will help to point out those designated spots even if it is not legally enforceable. Director Pearson said in his conversations with the seniors, they realize we may not be able to accommodate all the spots needed during the specific time frame in the mornings. Park Board President Scott Kovash said his concern is if you are going to do that, possibly have some sort of a sign but not designated only for people with a handicap sticker. He said he's not in favor of going above and beyond what the legal requirements are. Director Pearson said we have a unique situation with the time frame being all at the same time when spots are needed. Commissioner Tim Daniel commented saying we could do some research on it and see what other facilities are doing, what is the best practice. Commissioner Fong said the key is in the wording of the sign. Executive Director James Kramer said we have 6800 members and on any given day is about 1,000 users, and only 100 users at any one time. He said we could do some surveys to see how often they are full and see what the results are. Director Pearson also said they talked about changing how we clear the snow and try and do snow removal in the off hours to try and eliminate as much of a slip hazard as possible, hoping to improve on that. Commissioner Brad Fong also asked about the golf course maintenance and said he stopped and visited with Park Operations Manager Scott Mack on his maintenance building. He said he thinks that is exactly what we need for golf course maintenance. He gave his recommendation on where a building like that could go. He said he believes a similar building at the golf course could easily be put up within the next year, he would like discussions on what it would take to do that. Director Pearson said it is in the future plans of golf maintenance and right now we do get all the equipment in for the winter; even if the building is not in the picture in the next year, painting and cleaning up of the existing buildings will make a big difference. He said what we have now is working, but is not perfect. Commissioner Fong said he doesn't think we should spend any more money on the existing buildings, he would rather us see us squeeze \$100,000 from golf course budget and get a new building put up as soon as possible. Director Pearson said there is no plan to fix up existing buildings, but they do need painting and cleaning up. He said he likes the shop that is there, but would like to see it painted, and we need concrete and a wash pad in front of the shop. Commissioner Fong said we should move quicker in plans at the golf course maintenance shop. President Kovash said it has been in the plans, talk has been that the three sheds would come down to construct a new building. He said it is certainly something we could look at and he hopes we can do it for \$100,000 but he doesn't think that will happen. He said he doesn't want to build something just to build something, we need to do it right. Director Pearson said it is how you look at it; he's been in a lot worse maintenance facilities than that. He said he recommends spending the

money to make the playability of the course better; that is where our focus should be. He said it would be luxury to have a new maintenance building; what we have now works, it may not be ideal but it is working. Director Kramer said we picked up on the conversation after the last Park Board meeting; he said we started having conversations, but the brick building is where they felt the first dollars should go.

#### Recreation/Facilities

Director of Recreation/Facilities Report (Matt Mack) – Director of Recreation/Facilities Matt Mack reported on the community center, saying we have 6830 total members with 6213 being annual memberships. He reported that the new fitness equipment was delivered on November 2. We closed down the facility at 3:00 pm that day and finished around midnight. He said there was a lot of help from the maintenance guys and part time staff and said the entire process went very smooth. Director Mack said the last piece is the spin bikes, those will go out this weekend after a Matrix master training to teach how to use those bikes properly. He reported having received a lot of good comments and is much appreciated by our members. He then reported on the recreation side; Fall Optimist Tournament had 57 teams; Adult 3x3 Basketball and Fall Volleyball are finishing up in next couple of weeks and will begin the winter season of 5x5 Basketball and Curling. He said on the golf course side, the course is closed for season but Pro Shop is open Monday-Friday 10 am to 2 pm. Currently there is a 10% sale going on and will do some holiday sales in December. He also said Golf Professional Mike Rademaker will always take appointments if needed. Director Mack said the private carts were all taken care of and ready for winter. Commissioner Brad Fong said the ceiling is leaking in the restaurant. Director Craig Pearson said Golf Superintendent Sam Davis has looked into that and he thinks he knows where it is coming from. He also commented that the Matrix staff said this was the most organized equipment install that they've ever done and they were extremely complimentary. He gave kudos to Matt Mack and X Dukart; he said it was a difficult job and they did a great job. President Scott Kovash said he's heard a lot of good comments on the new fitness equipment. He also asked about ice fishing and if we are going to open the south side of the lake. Director James Kramer said in the past we have closed it for the winter but have done our best to keep the north side open and will continue that again.

#### Business/Finance

Approval of Pledge Securities (Attachment #1) – MOTIONED BY: Tim Daniel; SECONDED BY: Brad Fong to approve the pledged securities. Roll Call Vote: Ayes-3; Nays-0; Absent-2 (Karsky/Homiston). Motion carried.

Financial Statement (Attachment #2) – Executive Director James Kramer said the Budget Committee will meet tomorrow and will sort out things for end of year. He said we are down to last month and half and funds are looking good.

ESG Payoff (Attachment #3) – Director Kramer said the ESG payoff has been a budget plan goal and this is the year it will be paid off. He said the original was to be paid off in 2023 and will pay off this month, saving us \$14,000 in interest.

Executive Director Report (James Kramer) – Director Kramer said there will be no Friday Roundtable in November and December.

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

Adjournment – MOTIONED BY: Brad Fong; SECONDED BY: Tim Daniel to adjourn the meeting at 4:38 pm. Upon vote, all aye. Motion carried.

PREPARED BY:

APPROVED BY:

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Clerk

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President