

**PARK BOARD MEETING
December 9, 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, December 9, 2019 at the West River Community Center.

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

APPROVAL OF MINUTES: MOTIONED BY: Tim Daniel; SECONDED BY: Brad Fong to approve the November 12 meeting minutes. Roll Call Vote: Ayes-5; Nays-0; Absent-0. Motion carried.

CLAIMS: MOTIONED BY: Scott Karsky; SECONDED BY: KC Homiston to approve November Claims in the amount of \$803,906.82. Roll Call Vote: Ayes-5; Nays-0; Absent-0. Motion carried.

Buildings/Grounds

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

Recreation/Facilities

Director of Recreation/Facilities Report (Matt Mack) – Director of Recreation/Facilities Matt Mack reported on community center membership numbers being at 6910 total members with 6232 being annual members. He said the usual recreation programs are currently running along with special events. He said the Jingle Bell 5K was held this past weekend, Santa Hotline begins this week and the annual New Year's Eve skating party will be held at the end of December. Director Mack also reported that they are running holiday sales at the golf pro shop and said pro shop is open 10 am-2 pm Tuesday-Saturday or by appointment. He said that after the first of the year we will be offering a 10 round punch card at the golf course due requests from individuals and businesses. He also said the other new thing they are trying is a payment plan for season passes where members will have 5 months to pay their season pass, due by May 1st. He said he's hoping to get more people who may not be able to afford to pay the full amount at one time. Commissioner Brad Fong asked if we thought about a punch card for carts. Director Mack said they haven't implemented anything but will look into it and see if there is interest. Director Mack also reviewed the handicap parking space issue from last meeting. He provided a survey of when the handicap parking spaces were being used. He said it was most busy Monday-Friday; they picked the times of 7 am, 9 am and 11 am. They observed and wrote down how many handicap stalls were being used at those specific times. Stalls are most busy between the hours of 5:30 am to 12:00 pm Monday – Friday. He said their staff recommendation is to keep the current stalls that we have now and monitor over time and see if more are appropriate at a later date. President Scott Kovash said he thinks we should continue to monitor and see what happens. Matt said we focused on the prime time of them being used which is from 7 am to 11 am and noticed that there are often times when people are parking in the stalls without having a handicap sticker. Commissioner Tim Daniel thanked Matt for his time to look at this and that it gives a clearer picture of what is happening. Commissioner Brad Fong also thanked Matt for the effort and said he suggests we observe and call the non-emergency number if someone is parking in the spots illegally. Director Matt Mack also said Commissioner KC Homiston had inquired about a veterans discount at the community center and he has done some research. He said he spoke with Valerie Schilling from the Dickinson VA Clinic. He asked her what the difference is between a veteran and a disabled veteran designation. The answer was if they have received any combat time and that the benefits can range depending on disability. She said she believes we should offer a blanket discount for all veterans and that that is the common practice. She also referred Director Mack to another agency which he spoke with Jessica Clifton who is a veteran services officer for Stark County Veterans Services and asked her opinion on differentiating the discounts. She said a lot of veterans don't like to be labeled as a disabled veteran and encouraged us to keep a blanket discount for all veterans. Commissioner KC Homiston asked how many veterans we have applied a discount to. Director Mack said we have 19 people who are currently receiving a veteran discount. Commissioner Homiston then explained that he had a phone call from a veteran who was aware of our veteran discount and was requesting an additional discount due to being a disabled veteran. He said he is in favor of doing that and thinks it should be an official card carrying designation. Commissioner Homiston said he couldn't really think of the negative side of offering a disabled veteran discount and

said this is a pretty easy request to fulfill and thinks 20% would be fair. 10% for a military and another 10% for disabled veteran. Executive Director James Kramer said it is going against the recommendation of the two individuals who work with veterans that we received. Commissioner Homiston said he doesn't see the risk or the downside. Director Mack said that Jessica Clifton has offered her assistance and is willing come in and provide more information. President Scott Kovash said he doesn't think we want one person to dictate what we want to do here and said he would feel better if we had more information. Commissioner Brad Fong said maybe we should have a request form that is discussed on a case by case basis; maybe we don't have to set up a whole policy. Commissioner Tim Daniel asked if we should run through the veterans group, he is in favor of doing some research and give this topic to them and see what they say. Commissioner Homiston said he thinks we should go for it and not spend a lot of time researching. Director Kramer said he would like to see a policy set and not go case by case. He said right now we provide 10% for military along with a low income discount; we should set a discount and provide consistency. President Kovash asked Attorney Randy Sickler if he had any suggestions. Attorney Sickler said the only thing that is coming to mind, is the card required. Director Mack said there are 3 ways they can show they are a veteran, a symbol on their driver's license, a medical ID card and a retired veterans card. Attorney Sickler said we don't want to get into an ADA issue for privacy concerns and HIPA related information. He said we should have a procedure to keep it clean. A motion was then made. MOTIONED BY: KC Homiston; SECONDED BY: Brad Fong to provide a disabled veteran with a 20% discount for a WRCC membership and they need to show identification for that. Roll call vote: Ayes-5; Nays-0; Absent-0. Motion carried.

Commissioner Brad Fong asked Director Mack about the golf simulator competition in Dickinson. Director Mack said we still have our regulars and not a lot of extra traffic coming in to use the simulator. Director Kramer said the people who want to associate alcohol and food will go to other locations. He said we will monitor and provide more information at a later date.

Business/Finance

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

Financial Statement (Attachment #2) – Executive Director Kramer reviewed the financial statement and said the Budget Committee will meet next week and make recommendations and then he'll have a full year end financial at the January Roundtable meeting. He also said HR/Finance Manager Sara Turner has put in her resignation due to moving out of town. He said we will have some challenges coming up with filling possibly two positions, Director of Business/Finance and HR/Finance manager. He said we may need to contract some help in that area.

2020 Administrative Calendar (Attachment #3) – For informational purposes.

CAPRA Application (Attachment #4) – Director Kramer said that we will need board direction in applying for the CAPRA accreditation through NRPA. He said we will submit this application as quickly into next year. MOTIONED BY: Scott Karsky; SECONDED BY: Tim Daniel to approve CAPRA application. Vote: Ayes-5; Nays-0; Absent-0. Motion carried.

Executive Director Report (James Kramer) – Director Kramer mentioned a possible special meeting the last week of month; if needed it will be scheduled on Monday, December 30.

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

Adjournment – MOTIONED BY: Brad Fong; SECONDED BY: KC Homiston to adjourn the meeting at 4:40 pm. Upon vote, all aye. Motion carried.

PREPARED BY:

APPROVED BY:

Clerk

President