

PARK BOARD MEETING
January 13, 2020

Pursuant to due call and order, the Board of Park Commissioners, Dickinson Park District, met for a Regular Meeting at 4:00 pm, Monday, January 13, 2020 at the West River Community Center.

ROLL CALL: Present were Commissioners Scott Kovash, Tim Daniel, 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. Commissioner Scott Karsky was absent.

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

CLAIMS: MOTIONED BY: KC Homiston; SECONDED BY: Tim Daniel to approve December Claims in the amount of \$503,076.69. Roll Call Vote: Ayes-4; Nays-0; Absent-1 (Karsky). Motion carried.

Special Appearances

4:05 pm – Employee Years of Service – Wilson McLaughlin was recognized for 15 years of service along with Scott Mack for 20 years of service. President Scott Kovash presented both employees with a years of service certificate and thanked them for their hard work and dedication.

4:10 pm – Sports Complex Presentation – Guy Fridley from Dickinson High School (DHS) and Pete Stanton from Dickinson State University (DSU) were present to speak on a proposed sports complex. Guy Fridley said that there is a need for a new softball field for DSU along with a soccer field for DHS. He said throughout the process it has evolved and they felt it was important to bring in the Park District and collaborate to make something special for our community. He said it has now evolved into moving the existing North Softball Complex to the land on DSU property and add from there. He showed a championship softball field along with 3 softball fields surrounding that; 4 baseball fields, turf infield with lights. He explained that a soccer field is needed for the high school; they have tried to use Hagen field but wasn't successful. He said there would be one soccer field that would be turf and one natural grass field. He also said as they went through the process they wanted to talk to user groups first to see if this is something they want. The user groups were all on board and love the location. He said they are excited and feel this is overdue in our community. He said nothing would change with current user groups and their access. Guy Fridley then said they have a million and a half dollars pledged so far. Pete Stanton from DSU said they are in the initial stages and wanted to wait until the transition process of the new DSU president was completed and they will need permission with the State Board, basically they didn't want to get too far until the new president was in place and on board. Guy Fridley said their number one goal is to make something the community will be proud of and will work hard to raise the funds. They felt the Park District was the next step to make sure they are in support. Park Board President Scott Kovash asked if they were looking for our support or if they were looking for any financial obligation. Guy Fridley said if there are any funds to help get it kick started that would be great, also maintenance support would be beneficial. Executive Director James Kramer said we have worked with the City for over a year and a half on location and the original location was in south Dickinson. He said the City sales tax is a potential funding source as well as others. Guy Fridley said they are on the City Commission agenda next week to present the project. He said they felt it was important to make sure the user groups were in support first and then start building from there. Commissioner KC Homiston asked about a possible indoor complex. Pete Stanton pointed out the grass area on the map that would be a possible location for future building. Commissioner Homiston also asked if they have talked about the age of the other facilities at DSU, Scott Gym for example. Pete Stanton said that has not been discussed on campus. Director Kramer said the land will not be owned by the Park District, the land would be owned by the State Board and there would be a land use agreement with us. Discussion followed on land. President Scott Kovash said he is in support of the project and asked what would happen with our Mustang Complex fields. Director Kramer said we would sit on it for the time being to see what the growth is. President Kovash asked if the State retains the land, how long would the lease be and would there be a concern on a possible indoor facility in the future that would affect this land. Pete Stanton said the first step is to get the State's support and go from there. Guy Fridley also added that they are going to get Trinity High School involved to make sure they are aware. President Kovash thanked them for their presentation.

Buildings/Grounds

Director of Buildings/Grounds Report (Craig Pearson) – Director of Buildings/Grounds Craig Pearson reported and said the staff is working on ice and snow maintenance along with working on smaller projects that they can do inside; working on equipment, doing a lot of work that they don't get to do in the summer. He said for the golf course, he has been working with Golf Maintenance Supervisor Rod Lindborg to make sure we don't miss a beat with Sam Davis being gone. He said once snow is off the course, we'll need to be doing a fungicide app on the greens as soon as possible. He said they are making sure that all the equipment is serviced and keeping ahead of things.

Recreation/Facilities

Director of Recreation/Facilities Report (Matt Mack) – Director of Recreation/Facilities Matt Mack reported on community center memberships, saying we are at 6919 members at the end of December. He said swimming lessons started, along with some new programs for kids, such as kids cooking classes and art classes. He said adult leagues are going on along with the THS/DHS Booster Youth Basketball Tournament being held with 67 teams participating. He also reported that we have cut our hours in half on usage of the golf simulator compared to previous year and said the golf

simulator league is down as well. He believes the reason being is that other places that are having leagues, we can't offer the same type of amenities. Director Mack then reported on the golf course early bird special with 26 passes sold so far. He also said he's working on replacing the hole sponsor signs and getting some new sponsors. He said Golf Professional Mike Rademaker will be going to the PGA show in Florida. Director Mack also said after the last meeting we created a disabled veterans discount, he then went to the veterans services and they gave us a recommendation and the staff would like to have the discount apply to all veterans and not only to disabled veterans. President Scott Kovash said he is in favor. Commissioner KC Homiston said he is in favor of that as well. Executive Director Kramer said we did have one person who inquired about it and it was a good opportunity to go through that process. MOTIONED BY: KC Homiston; SECONDED BY: Brad Fong to apply the 20% discount to all veterans. Roll call vote: Ayes-4; Nays-0; Absent-1 (Karsky). Motion carried. Commissioner Brad Fong asked about the hole sponsor signs; how long was the contract for? Director Kramer said it was over 20 years ago that those were created. Commissioner Fong said there should be a specific term on the new sponsor signs. Director Mack said we are doing the sales of the new sponsor signs and will receive the funds and said they are working on getting the costs involved. Discussion followed.

Business/Finance
2019 Year End

Budget Amendments (Attachment #1) – Executive Director James Kramer said by law you have to amend the budget amount when you spend money in a zero dollar budgeted fund. He reviewed each of the funds that will need to be amended and recommended approval.

Emergency Fund – \$0.00 amended to \$1,665.33

ESG Projects Fund – \$0.00 amended to \$118,625.11

Future Projects Fund – \$0.00 amended to \$11,962.20

Parks & Facilities Replacement Fund – \$0.00 amended to \$589,719.35

Park Land Development Fund – \$0.00 amended to \$128,029.05

West River Expansion Fund – \$0.00 amended to \$100,000.00

MOTIONED BY: Brad Fong; SECONDED BY: KC Homiston to approve the 2019 Budget Amendments as presented. Roll call vote: Ayes-4; Nays-0; Absent-1 (Karsky). Motion carried.

Fund Transfers (Attachment #2) – Director Kramer said with the amendments there is also fund transfers to follow. He said they are trying to strengthen the individual balances, specifically the general fund. He reviewed the suggested transfers.

\$70,000 to be transferred from the Parks and Recreation General Fund to the Patterson Lake Fund \$34,000; and \$36,000 to Emergency Fund.

\$190,000 to be transferred from the West River Community Center Fund to West River Expansion Fund.

MOTIONED BY: Tim Daniel; SECONDED BY: Brad Fong to approve the fund balance transfers as presented. He reviewed the suggested transfers.

Approval of Pledged Securities (Attachment #3) – MOTIONED BY: KC Homiston; SECONDED BY: Tim Daniel to approve the pledged securities. Roll call vote: Ayes-4; Nays-0; Absent-1 (Karsky). Motion carried.

Executive Director Report (James Kramer) – Director Kramer reported that Finance/HR Manager Sara Turner will be working remotely, being paid hourly. He said for the Director of Business/Finance we ended up with 18 applicants, with 7 being short listed for interviews. He reported that for the January 31 meeting he will have the year-end report, budget booklets and projects and goals. He also followed up regarding the sports complex and that he's stayed in the back seat but wants to make sure the board is aware of a few things. He said the minute we build it we are land locked. We will not own the land, and will have to sign a land use agreement. He said we have done that for years but there is a potential we will be removed if there is a specific need for the university; that has happened in the past. He said the land use is completely up to the State Board. Discussion followed. Director Kramer said it wasn't in our best interest to take the lead, but we are ok if this happens by other groups; it is a bonus for us. Discussion followed.

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

Adjournment – MOTIONED BY: KC Homiston; SECONDED BY: Brad Fong to adjourn the meeting at 4:57 pm. Upon vote, all aye. Motion carried.

PREPARED BY:

APPROVED BY:

Clerk

President