

## Park Board Meeting

March 9, 2026

Pursuant to due call and order, the Board of Park Commissioners, Dickinson Park District, met for a Regular Meeting at 3:30 pm on Monday, March 9, 2026, at the West River Community Center.

ROLL CALL: Commissioners Scott Karsky, Tyler Tucker, Nic Stevenson were present. Also, present were Executive Director/Clerk Benjamin Rae, and Leah Hoenke, Administrative Manager. Vice President Tim Daniel was absent, and Commissioner Zach Keller was absent at roll call, he joined the meeting at 3:38 pm.

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was given.

APPROVAL OF AGENDA: MOTION: Tyler Tucker; SECOND: Nic Stevenson to approve agenda as presented. Roll call vote: Ayes-3; Nays-0; Absent-2 (Daniel/Keller). Motion carried.

Budget Committee Appointment – President Scott Karsky said he is not running for re-election and is recommending Nic Stevenson to sit on the budget committee. MOTION: Tyler Tucker; SECOND: Nic Stevenson to appoint Nic Stevenson to the budget committee. Roll call vote: Ayes-3; Nays-0; Absent-2 (Daniel/Keller). Motion carried.

### Consent Agenda:

February 9 meeting minutes, Claims in the amount of \$840,230.51, along with user group agreements from the following: Dickinson Diamonds, Dickinson Baseball Club, Mustang Baseball Club, Dickinson Hockey Club and Dickinson Tennis Club were presented for approval. MOTION: Nic Stevenson; SECOND: Tyler Tucker to approve the consent agenda items as presented. Roll call vote: Ayes-3; Nays-0; Absent-2 (Daniel/Keller). Motion carried.

### PARKS/GOLF MAINTENANCE

#### BUILDINGS/GROUNDS

Director of Parks/Golf Maintenance Report – Director Scott Mack provided a written report for informational purposes.

#### RECREATION/FACILITIES

Deputy Director Report – Director Caleb Burgard provided a written report for informational purposes.

Adaptive Kayak Launch – Kyron Schrum presented his Eagle Scout project proposal for an adaptive kayak launch. He explained the difference between adaptive (designed for everyone) and accessible (specifically for people with disabilities) and showed an example ADA-compliant launch with a transfer bench, rails, and a ramp to help users safely enter the water. Kyron recommended the Dickinson Dike as the best location because it's calm and already has ADA-accessible parking, though he also discussed Patterson Lake and the Heart River as less ideal options. He shared the benefits of adaptive launches, including safer, more independent use and increased recreational and economic opportunities for the community. The estimated cost is around \$50,000 depending on style and size. If approved, he would fundraise and work with BoardSafe to install the launch. Commissioners discussed location options, and the board expressed general support, noting the district would become the beneficiary once the project is completed.

### BUSINESS/FINANCE

WRCC Pay Application #4 – Executive Director Benjamin Rae presented the fourth pay application for community center renovations. MOTION: Nic Stevenson; SECOND: Zach Keller to approve the WRCC Renovation Pay Application #4 in the amount of \$217,878.07. Roll call vote: Ayes-4; Nays-0; Absent-1 (Daniel). Motion carried.

December Year End – Executive Director Benjamin Rae said these items are after all year end amendments and transfers were made, he stated that nothing was changed on expense side of things. MOTION: Zach Keller; SECOND: Tyler Tucker to approve December Year End Fund Balance Report. Roll call vote: Ayes-4; Nays-0; Absent-1 (Daniel). Motion carried.

January Financial – MOTION: Tyler Tucker; SECOND: Zach Keller to approve the January Financial. Roll call vote: Ayes-4; Nays-0; Absent-1 (Daniel). Motion carried.

February Financial – MOTION: Nic Stevenson; SECOND: Zach Keller to approve the February Financial. Roll call vote: Ayes-4; Nays-0; Absent-1 (Daniel). Motion carried.

Procurement Policy – Executive Director Rae said this is a housekeeping item in line with last legislative session, amount was changed from \$200,000 to \$250,000 must be engineered and bid according to century code. MOTION: Nic Stevenson; SECOND: Tyler Tucker to approve the Procurement Policy to meet the North Dakota Century Code requirements. Roll call vote: Ayes-4; Nays-0; Absent-1 (Daniel). Motion carried.

Patterson Lake Hay Bid Documents – Executive Director Rae explained that the District conducts a haying bid process for Patterson Lake every four years. He recommended tabling the item until the April meeting, noting that individuals were present to speak about current haying practices. Caden Tuhy and Matt Gross attended to discuss habitat conditions at the Patterson Lake Recreation Area and to propose habitat improvements. As a compromise supporting both sportsmen and agricultural use, they suggested allowing haying on only half of the land to better support habitat needs. Matt referenced the CRP program as an example, where haying is permitted on one-third of enrolled acres to maintain ecological balance. He said the Patterson Lake area has significant potential for habitat enhancement, which could also improve the hiking experience. Director Rae noted that the District does not qualify for CRP but appreciates the program's conservation principles. He has contacted several organizations, including Game and Fish, and believes additional time is warranted to evaluate current practices. Kaden added that delaying haying until later in the season would benefit nesting habitat, while Matt emphasized that reducing the total amount hayed would improve winter cover. President Scott Karsky stated that the District should prioritize recreation and hunting conservation in its approach. The board discussed additional opportunities to improve habitat, and consensus was reached to conduct further research and support conservation-focused efforts. MOTION: Zach

Keller; SECOND: Tyler Tucker to table the Patterson Lake Bid Documents until at least April. Roll call vote: Ayes-4; Nays-0; Absent-1 (Daniel). Motion carried.

Carpet Bid Acceptance – Executive Director Rae reviewed and said as approved by the Board of Park Commissioners at the February 2026 meeting, staff procured bids for purchase and installation of carpet at the West River Community Center. One bid was received and met the requirements of the bid specifications. The board had approved \$180,000 for this project as part of the 2026 Project plan presented in November. The staff recommends approval of the Floor to Ceiling Carpet One bid. MOTION: Nic Stevenson; SECOND: Tyler Tucker to approve bid from Floor to Ceiling Carpet One in the amount of \$165,467.30. Roll call vote: Ayes-4; Nays-0; Absent-1 (Daniel). Motion carried.

Temporary Easement 4<sup>th</sup> Ave SE Alley – Executive Director Benjamin Rae reviewed the temporary easement requests from the City of Dickinson. MOTION: Tyler Tucker; SECOND: Nic Stevenson to approve the Temporary Construction Easement for the 4<sup>th</sup> Ave SE Alley. Roll call vote: Ayes-4; Nays-0; Absent-1 (Daniel). Motion carried.

Temporary Easement 4<sup>th</sup> Ave SE Parking Lot – MOTION: Nic Stevenson; SECOND: Zach Keller. Roll call vote: Ayes-4; Nays-0; Absent-1 (Daniel). Motion carried.

4<sup>th</sup> Ave SE Parking Lot Project – Executive Director Rae provided background information for a development agreement for 4<sup>th</sup> Ave SE parking lot project. He said the staff recommends approval and said the engineer's estimate is \$21,000 with exact cost to be determined once the project is fully bid. MOTION: Zach Keller; SECOND: Nic Stevenson to approve as follows "The Board of Park Commissioners directs staff to enter into a development agreement for the reconstruction of the 4<sup>th</sup> Ave. SE Parking Lot at Jaycee Park as part of the 2026 City of Dickinson Improvement Project". Roll call vote: Ayes-4; Nays-0; Absent-1 (Daniel). Motion carried.

2025 Annual Report – For information purposes. Executive Director Rae stated he will present some of this information to the City Commission in April and said this is a good report for the board to share with the public. He noted that he is proud of the work that was done on our tree canopy; we did almost 250 new trees within the park system in 2025. Discussion followed on trees in Rocky Butte Park with Director Rae saying that Rocky Butte Park will be the next area to focus on after trees are added to Veterans Memorial Park.

Executive Director Report – Executive Director Benjamin Rae provided a written report for informational purposes. Discussion was held on community room 3 being repurposed as a changing area during the family locker room renovation and that the MAC gym emergency exit may be the temporary entrance during the lobby renovation.

Public Comments Period (No Action) – No public comments. Matt Nicklaus was present; he is considering running for Park Board and is present today to see what it is all about. He said his life is surrounded by parks and recreation activities.

Board Comments (No Action) – No further board comments.

Adjournment – MOTIONED BY: Zach Keller; SECOND BY: Tyler Tucker to adjourn the meeting at 4:34 pm. All aye, motion carried.

PREPARED BY:

APPROVED BY: