

Park Board Meeting

January 12, 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, January 12, 2026, at the West River Community Center.

ROLL CALL: Commissioners Scott Karsky, Tim Daniel, Tyler Tucker, Nic Stevenson, and Zach Keller were present. Also, present were Executive Director/Clerk Benjamin Rae, Director of Parks/Golf Maintenance Scott Mack, Deputy Director Caleb Burgard, and Leah Hoenke, Administrative Manager.

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was given.

APPROVAL OF AGENDA: MOTIONED BY: Tim Daniel; SECONDED BY: Zach Keller to approve agenda as presented. Roll call vote: Ayes-5; Nays-0; Absent-0. Motion carried.

SPECIAL APPEARANCE – Kaden Krause – Director of Parks/Golf Maintenance Scott Mack introduced Kaden Krause as our new Park Operations Specialist saying he formerly worked for the City of Bismarck as an arborist and has already made a big impact.

CONSENT AGENDA – Consent agenda items were presented for approval as follows. Meeting minutes from December 8 and December 19 and Claims in the amount of \$659,991.42. MOTIONED BY: Zach Keller; SECOND BY: Nic Stevenson to approve the consent agenda items as presented. Roll call vote: Ayes-5; Nays-0; Absent-0. Motion carried.

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. Director Burgard updated the board on the Matrix fitness equipment that will be going into racquetball court 1; installation will take place in the coming weeks.

Part-Time Staff Raise Policy – The Board was presented with the part-time staff raise policy. Commissioner Nic Stevenson asked if this policy applies to returning part-time staff. Director Burgard said yes, this policy applies to returning staff; they do see increases as a returning employee. He said this policy gives us the ability to better compensate employees for certifications, experience, etc.

MOTIONED BY: Zach Keller; SECONDED BY: Tim Daniel to approve the Part-Time Staff Raise Policy as presented. Roll call vote: Ayes-5; Nays-0; Absent-0. Motion carried.

American Indoor Football League Discussion – Deputy Director Caleb Burgard said Dominique Montero and Larry Clark, representatives for the indoor football league were present via Teams. Director Burgard explained that they would like to have an indoor football league in Dickinson to be held at West River Ice Center with a March, April, May football season. We've discussed it with staff operationally and they have shared sample agreements with other communities where they have leagues. Dominique spoke they really want to bring this team to Dickinson and believe this will be huge in Dickinson. He said they set up everything themselves and don't need anything from our staff. Commissioner Tim Daniel said we will need some of the documentation from both parties before any decisions can be made. Commissioner Zach Keller asked if this is a situation where the team is just renting the facility, then he believes we are all in, but if it is going to be a local user group, then we would need more involvement. Director Caleb Burgard said the intent would be to have a formal agreement in place and that this meeting is the initial request and then it will take some time to work with legal and staff to have agreements for the February Park Board meeting. Commissioner Nic Stevenson asked for more background information on the league, and the more information they can provide would be helpful in the board deciding. Discussion was held on five dates involved over the months of March, April and May and Director Burgard said the fiscal impact would be \$6,000-8,000 in revenue. Dominique said he wanted to make sure everyone was on the same page to move forward. President Scott Karsky said that we will analyze the sample agreements and provide more information at the next meeting. Commissioner Stevenson asked if this is just a rental group, like the circus or to what extent we are looking at. Executive Director Rae said it could be run both ways. Caleb said they put out premature notice that they were coming to Dickinson and so he believes it is in our best interest to pursue a formal agreement and said it would be a three-year agreement. Antwan Smith was present to speak on the league as the possible head coach and general manager here in Dickinson. He's been in Dickinson since 2014 and played for DSU. He said it is an entertainment league and that DSU would be the main pipeline for players with this being a developmental league. He said the closest team would be Gillette, WY and there is a team in Iowa and Michigan, teams also reach as far as Texas. Commissioner Tim Daniel said the behind-the-scenes agreement with the district is important, we need to do our due diligence. Discussion followed.

BUSINESS/FINANCE

December Financial – MOTIONED BY: Tim Daniel; SECONDED BY: Zach Keller to approve the December financial. Roll call vote: Ayes-5; Nays-0; Absent-0. Motion carried.

2027 Budget Priorities – Executive Director Benjamin Rae reviewed the 2027 Budget Strategies. The identified strategies will be used moving forward to plan budgets and shape the financial direction of the District. These include adjusting mill levies to maintain services, balancing maintenance with new infrastructure, pursuing grants and partnerships, reviewing all district debt, evaluating internally funded projects and sponsorships, and annually reviewing fees, salaries, benefits, health insurance, and investments. MOTION: Nic Stevenson; SECOND: Tim Daniel to approve the 2027 Budget Priorities as presented. Roll call vote: Ayes-5; Nays-0; Absent-0. Motion carried.

2027 Budget Calendar – Provided for review and information only.

WRCC Renovation Pay Application #2 – Executive Director Rae stated that this pay application has been reviewed by staff and project architect and he recommends approval. MOTION: Zach Keller; SECOND: Tim Daniel to approve the Application and Certificate for Payment #2 from Roers Construction in the amount of \$265,498.25. Roll call vote: Ayes-5; Nays-0; Absent-0. Motion carried.

Bid Documents for HRGC Filtration System – Executive Director Rae said this item was approved in 2026 project plan for \$120,000 and anticipate that we will be able to stay under that amount. MOTION: Nic Stevenson; SECOND: Zach Keller to approve the bid documents for HRGC Filtration System. Roll call vote: Ayes-5; Nays-0; Absent-0. Motion carried.

Bid Documents for HRGC Cart Paths – Executive Director Rae stated that this project was Included in 2026 project plan for \$75,000 to complete holes 11, 13 and 14. MOTION: Tim Daniel; SECOND: Nic Stevenson to approve the bid documents for the HRGC Cart Paths. Roll call vote: Ayes-5; Nays-0; Absent-0. Motion carried.

Bid Documents for Mower Sales – Executive Director Rae reviewed saying this one is to sell two pieces of equipment that were included in the previously approved resolution. The bid documents are to take sealed bids for the items that are over \$2,500. MOTION: Nic Stevenson; SECOND: Zach Keller to approve the bid documents for mower sales. Roll call vote: Ayes-5; Nays-0; Absent-0. Motion carried.

Discussion on Gaming at HRGC – Executive Director Rae said this is for feedback purposes only. He explained that gaming at the golf course must be operated through the food and beverage vendor. Since the property is owned by us but leased to a third-party vendor, he contacted the gaming commission for clarification. The Attorney General's office confirmed that if we lease to a vendor, the vendor legally controls the gaming rights, provided they are an approved gaming operator. If the lease specifically prohibits gaming, then no gaming is allowed by anyone. Director Rae said we have previously discussed wanting to run gaming ourselves, but only the food and beverage vendor could do so unless the lease restricts it. He wanted the board to fully understand the legal implications before deciding whether to allow or prohibit gaming in future leases. President Karsky expressed interest in having gaming at the course but wants to ensure the foundation benefits. Benjamin clarified that the gaming license would belong to the food and beverage vendor, not us, and that they would receive the operational benefit. We could serve as the charity, but the vendor would still be the license holder since they also hold the liquor license. Commissioner Stevenson commented that gaming would be beneficial for the golf course but recommended including lease language ensuring the foundation receives the charitable proceeds. Executive Director Rae added that the current agreement expires after 2026. The Board consensus is that they support having gaming at the golf course, and Commissioner Zach Keller noted the importance of maintaining a family friendly atmosphere moving forward.

2025 Audit Contract – MOTION: Zach Keller; SECOND: Tim Daniel to approve the 2025 Audit Contract. Roll call vote: Ayes-5; Nays-0; Absent-0. Motion carried.

Executive Director Report – Executive Director Benjamin Rae provided a written report for informational purposes. He shared feedback on the Solar Bee units saying that Game & Fish has an initial concern with impact on recreation, boating and fishing but they don't have a North Dakota specific comparison to offer more guidance. Commissioner Nic Stevenson asked about the possibility of scheduling a workshop for golf course financial and operations. Director Rae said we will do a year end breakdown at February meeting and will look at scheduling something to be held after that meeting.

Public Comments Period (No Action) – Carter Fong from the City of Dickinson was present and said Executive Director Benjamin Rae will be a panelist for the upcoming State of the City in February. Dave Ouellette was also present and voiced some concerns about the indoor football league. He asked about players, is it something that comes to town that is fully self-funded or is it coming to town looking for local sponsorships. He questions why Bismarck's team didn't last. He said for it to be a permanent fixture in town it is a big question, and we've had talks about future hockey. Commissioner Zach Keller agreed and if there is no local tie, he doesn't feel this team is providing enough information and communication. Discussion followed.

Board Comments (No Action) – No further comments were made.

Adjournment – MOTIONED BY: Nic Stevenson; SECOND BY: Zach Keller to adjourn the meeting at 4:40 pm. All aye, motion carried.

PREPARED BY:

APPROVED BY:

Clerk

President

Signature: *Benjamin A Rae*
Benjamin A Rae (Feb 10, 2026 07:23:19 MST)

Email: brae@dickinsonparks.org

Signature: *Tim J. Daniel*
Tim J. Daniel (Feb 10, 2026 07:38:26 MST)

Email: tdaniel@dickinsonparks.org

1-12-26-PB-minutes

Final Audit Report

2026-02-10

Created:	2026-02-10
By:	Dickinson Parks Recreation (lhoenke@dickinsonparks.org)
Status:	Signed
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2026-02-10 - 2:38:24 PM GMT

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