

Park Board Meeting

February 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, February 9, 2026, at the West River Community Center.

ROLL CALL: Commissioners Tim Daniel, Tyler Tucker, Nic Stevenson, 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. President Scott Karsky and Commissioner Zach Keller were absent.

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was given.

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

SPECIAL APPEARANCE – Executive Director Benjamin Rae introduced employees Curtis Everson, Golf Superintendent; Roger Stockert, Golf/Ice Maintenance along with Lance Koskovich, Facility Maintenance Specialist.

CONSENT AGENDA – Consent agenda items were presented for approval as follows. Meeting minutes from January 12 and Claims in the amount of \$865,470.06. MOTION: Tyler Tucker; SECOND: Nic Stevenson to approve the consent agenda items as presented. Roll call vote: Ayes-3; Nays-0; Absent-2 (Karsky/Keller). Motion carried.

BUILDINGS/GROUNDS

Director of Parks/Golf Maintenance Report – Director Scott Mack provided a written report for informational purposes. Director Scott Mack gave an update saying the scoreboard at ballpark has been installed and the water break at Heart River Retreat has been fixed after being down for 17 days.

RECREATION/FACILITIES

Deputy Director Report – Director Caleb Burgard provided a written report for informational purposes. Director Burgard added that Beat the Winter Blues was approximately 700 attendees and the Sandy Deichert Memorial 4x4 Volleyball Tournament is at 31 teams to date. He also reported that he and staff are working on implementing the Strategic Plan where they laid out goals, one of which is customer experience. In the coming weeks, they will be conducting a customer experience survey.

Indoor Football League Presentation – Deputy Director Caleb Burgard introduced Dominique Montero and Antwan Smith, representatives from the American Indoor Football League (AIF). Director Burgard said after review by legal counsel, it was determined that this should be treated as a user group and have a formalized agreement due to logistics. Dominique shared background on the AIF and their goal of building regional teams, with the nearest currently in Gillette, WY. Antwon explained why he stayed in Dickinson and emphasized keeping local college athletes in the area. They highlighted Dickinson's strong football culture, plans for youth camps, local scholarships, and business partnerships. They also noted interest from Beck in broadcasting the games. The season would run March–April, a roster of 24 players (about 15 hoped to be local). If approved, they aim to launch in March 2027. The Park Board thanked Dominique and Antwon for their presentation and stated that this will be back on the agenda in March.

BUSINESS/FINANCE

WRCC Pay Application #3 – Executive Director Benjamin Rae presented the third pay application for community center renovations saying that it aligns with contract and he recommended approval. MOTION: Tyler Tucker; SECOND: Nic Stevenson to approve the WRCC Renovation Pay Application #3 in the amount of \$224,346.38. Roll call vote: Ayes-3; Nays-0; Absent-2 (Karsky/Keller). Motion carried.

Year End Financial Presentation – Executive Director Benjamin Rae gave a year-end financial presentation for 2025.

- 2025 Operating Budgets: \$2.5M for the West River Community Center; \$4.3M for the rest of the district. Beginning fund balances for all accounts were reviewed.
- General Fund: Revenue and expenses have stayed proportionally consistent over the past three years. Major highlights: strong interest income of \$150,000 in 2025 along with golf course performance.
- Administrative Costs: Largest expenses are wages and benefits.
- Programs: Adult programs show stable net revenue; youth programs show slight losses.
- West River Ice Center: Averages a \$140,000 annual net loss. Hockey Club provides two-thirds of revenue; off-ice rentals are also significant. Utilities make up over half of total expenses. Fee increases for the Hockey Club are planned to move toward industry standards.
- Golf Course: Averaging \$280,000 net positive over three years. Operates at \$1.4M with \$1.2M needed to run; it requires about 25,000 rounds annually.
- Patterson Lake: Only two lots left for sale. Functions essentially as a large park. Will shift to a part-time/seasonal camp host in 2026 instead of a full-time employee living at the lake.
- Heart River Retreat & Veterans Pavilion: Both financially stable.
- West River Community Center: Memberships continue to be the primary revenue driver. Stable memberships are expected to remain around 7,000, which is appropriate for Dickinson's population. Part-time wages remain the major expense.
- Looking Forward: Director Rae asked the board to consider what major cost centers should be prioritized for future organizational structure.

2025 Budget Amendments – Executive Director Benjamin Rae reviewed past projects that were budgeted. He recommended approval of the following budget amendments.

- Capital Betterment Fund – Budget amount \$0; amended to \$151,354.96.
- West River Community Center – Budget amount of \$2,518,930.00; amended to \$90,504.40.
- Current Projects Fund – Budget amount \$0; amended to \$997,323.88.
- West River Expansion/Improvements – Budget amount \$0; amended to \$508,546.16.
- DPR Foundation – Budget amount \$0; amended to \$231.75.

MOTION: Nic Stevenson; SECOND: Tyler Tucker to approve the budget amendments as presented. Roll call vote: Ayes-3; Naves-0; Absent-2 (Karsky/Keller). Motion carried.

2025 Fund Transfers – Executive Director Benjamin Rae reviewed the proposed Park District Fund Transfers. He noted that this is the reason why we don't have a financial to approve this month, once updated, the board will see and approve financial next month.

Suggested Transfers:

- \$24,700.03 to be transferred from Capital Betterment to the following: \$24,700.03 to Current Projects
- \$80,393.31 to be transferred from Future Projects to the following: \$80,393.31 to Current Projects
- \$200,000 to be transferred from Park and Recreation General Fund to the following: \$200,000 to Current Projects
- \$200,000 to be transferred from Park and Recreation General Fund to the following: \$200,000 to Future Projects
- \$198,459.82 to be transferred from Park and Recreation General Fund to the following: \$198,459.82 to Park Land Development
- \$7,762.37 to be transferred from West River Community Center to the following: \$7,762.37 to West River Improvement

MOTION: Tyler Tucker; SECOND: Nic Stevenson to approve all fund transfers as presented. Roll call vote: Ayes-3; Naves-0; Absent-2 (Karsky/Keller). Motion carried.

Golf Course Filter Bid Acceptance – As approved by the Board of Park Commissioners at the January 2026 meeting, staff procured bids for installation of an irrigation filter at the Heart River Golf Course in accordance with North Dakota Century Code. Two bids were received by the deadline at 3:00 PM on February 4th and they all met the requirements of the bid specifications. The board had approved \$120,000 for this project as part of the 2026 Project plan presented in November 2025. The staff recommendation is approval of the Kurt Hadler bid in the amount of \$119,750.

MOTION: Nic Stevenson; SECOND: Tyler Tucker to approve the Kurt Hadler bid of \$119,750. Roll call vote: Ayes-3; Naves-0; Absent-2 (Karsky/Keller). Motion carried.

Cart Path Bid Acceptance – As approved by the Board of Park Commissioners at the January 2026 meeting, staff procured bids for construction of additional cart paths at the Heart River Golf Course in accordance with North Dakota Century Code. Four bids were received by the deadline at 3:30 PM on February 4th and all met the requirements of the bid specifications. The board had approved \$75,000 for these projects as part of the 2026 Project plan presented in November 2025. Staff Recommendation is approval of the Lyle Filkowski bid in the amount of \$75,150.

MOTION: Nic Stevenson; SECOND: Tyler Tucker to approve the Lyle Filkowski bid of \$75,150. Roll call vote: Ayes-3; Naves-0; Absent-2 (Karsky/Keller). Motion carried.

Mower Sale Bid Acceptance – As approved by the Board of Park Commissioners at the January 2026 meeting, staff procured bids for the sale of two wide area mowers in accordance with North Dakota Century Code. Two bids were received by the deadline at 2:30 PM on February 4th and all met the requirements of the bid specifications. The board adopted a resolution for the sale of this equipment at the February 2025 meeting. Staff recommendation is to approve the Glen Hushka bid of \$5,000 per mower, \$10,000 total.

MOTION: Tyler Tucker; SECOND: Nic Stevenson. Roll call vote: Ayes-3; Naves-0; Absent-2 (Karsky/Keller). Motion carried.

Carpet Installation Bid Documents – Executive Director Rae reviewed the bid documents for carpet installation saying he anticipates that it will exceed bid threshold of \$50,000, which requires the bid process. The project is expected to be over \$100,000. Commissioner Nic Stevenson asked if there is any stipulation for the winning bid to have adequate staff to install within a specific timeline. Director Rae stated that he can add that to the bid docs and he recommends approving contingent upon adding in the caveat of the timeline of installation. MOTION: Tyler Tucker; SECOND: Nic Stevenson to approve the carpet installation bid documents contingent upon adding the timeline of installation. Roll call vote: Ayes-3; Naves-0; Absent-2 (Karsky/Keller). Motion carried.

Executive Director Report – Executive Director Benjamin Rae provided a written report for informational purposes. He commented that President Scott Karsky has said he will not run for another Park Board term, which leaves 3 spots up for election in June. Discussion was held on date options for a board workshop. Commissioner Nic Stevenson said he would like to see a review of golf course operations, 5-year plan along with a user groups review.

Public Comments Period (No Action) – No public comments.

Board Comments (No Action) – Vice President Tim Daniel commented that Executive Director Benjamin Rae did an outstanding job as a panelist at the State of the City; he represented the Park District very well.

Adjournment – MOTIONED BY: Tyler Tucker; SECOND BY: Nic Stevenson to adjourn the meeting at 4:45 pm. All aye, motion carried.

PREPARED BY:

APPROVED BY:

CLERK

PRESIDENT

Signature: *Benjamin Rae*
Benjamin Rae (Mar 9, 2026 17:02:28 MDT)

Email: brae@dickinsonparks.org

Signature: *Scott Karsky*
Scott Karsky (Mar 9, 2026 16:36:23 MDT)

Email: skarsky@dickinsonparks.org









2-9-26-PB-minutes

Final Audit Report

2026-03-09

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