

Park Board Meeting

August 3, 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, August 3, 2026, at the West River Community Center.

ROLL CALL: Commissioners Tim Daniel, Zach Keller, Tyler Tucker, Zach Jahner were present. Also, present were Executive Director/Clerk Benjamin Rae, Deputy Director Caleb Burgard, and Administrative Manager, Leah Hoenke. Commissioner Nic Stevenson was absent.

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was given.

APPROVAL OF AGENDA: MOTION: Zach Keller; SECOND: Zach Jahner to approve agenda with the removal of Item 7d – DSU Student Membership Agreement. Roll call vote: Ayes-4; Nays-0; Absent-1 (Stevenson). Motion carried.

CONSENT AGENDA

Consent agenda items were presented for approval as follows. Meeting minutes from July 7, 13 and 20 and the Claims in the amount of \$916,038.03. MOTION: Zach Keller; SECOND: Zach Jahner to approve the consent agenda items as presented. Roll call vote: Ayes-4; Nays-0; Absent-1 (Stevenson). Motion carried.

PARKS/GOLF MAINTENANCE

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. He pointed out that membership numbers for annual members are the biggest driver of revenue. This time last year we had 6,766 compared to 6,464 this year. Other items to add are the company is on site for resurfacing the pool deck and leisure pool will be back open after clean week, along with Floor to Ceiling doing carpet replacement. He also reported that we cancelled the fall curling league due to lack of teams but are replacing it with open curling nights.

Dickinson Dolphins Agreement – Jessica Maloney, President and Sara Williams, Vice President of the Dickinson Dolphins were present to give a program report. Representatives from the Dickinson Dolphins provided an overview of the growing swim club, which now serves more than 200 swimmers and has transitioned to a year-round program. They highlighted the addition of their first full-time head coach, Lexi Duchsherer, along with a strong coaching staff supporting various age groups and skill levels. The club offers opportunities for swimmers aged 5 and older, whether competitive or recreational, and recently held a mock meet to test new equipment. Looking ahead, club leaders noted that additional spectator seating would be beneficial, while also expressing appreciation for the strong partnership and support provided by Dickinson Parks & Recreation. President Tim Daniel said we have the Dickinson Dolphins user agreement and entertained a motion. MOTION: Tyler Tucker; SECOND: Zach Keller to approve the Dickinson Dolphins User Agreement as presented. Roll call vote: Ayes-4; Nays-0; Absent-1 (Stevenson). Motion carried.

Dickinson Dream Agreement – Dickinson Dream Director James Hayden provided an overview of the Dickinson Dream basketball program, noting that the organization is currently undergoing a leadership transition as it works to replace its board president. The program offers a variety of opportunities throughout the year, including skills camps, a Dream League, travel teams, and the popular Little Dreamers Camp. While participation numbers have experienced a slight decline due to scheduling conflicts with other sports, the organization is exploring ways to encourage growth, including the potential return of school basketball programs and the addition of a 3rd-4th grade league. Hayden expressed appreciation for the district's flexibility in providing facility space, particularly for travel team practices, while identifying gym availability as the program's greatest challenge. President Daniel said the biggest trials we have is not having enough space for all the various user groups, we talk about the opportunity to provide more as we keep growing. President Tim Daniel entertained a motion for the Dickinson Dream agreement.

MOTION: Zach Jahner; SECOND: Tyler Tucker to approve the Dickinson Dream Agreement as presented. Roll call vote: Ayes-4; Nays-0; Absent-1 (Stevenson). Motion carried.

BUSINESS/FINANCE

MOU for Use of City Equipment – Executive Director Benjamin Rae for many years, the City of Dickinson has graciously allowed the Park District to use certain pieces of equipment that we need on an irregular basis as opposed to renting and purchasing the equipment. Due to some challenges related to lending equipment, the City of Dickinson has asked us to formalize the process of lending equipment to the Park District including our responsibility to ensure operators are properly trained and that the Park District will be financially responsible for any damage while under our care. Director Rae stated that staff is recommending approval.

MOTION: Tyler Tucker; SECOND: Zach Keller to approve the MOU for Use of City Equipment as presented. Roll call vote: Ayes-4; Nays-0; Absent-1 (Stevenson). Motion carried.

RFP for Golf Practice Areas – Executive Director Benjamin Rae reviewed and showed images of the current practice greens. Additional golf practice areas have been one of the most requested items from our players and teams. We have responded by adding an additional tee area at the far end of the driving range for those wishing to hit from the target level and adding additional 40- and 60-yard short game areas in the same location. The proposed project will increase the amount of practice green space from 3900 sq ft. to 12,000 sq ft. We believe that it is important to get this done sooner than later due to availability of materials and contractors this fall. It will be a short-term inconvenience for our players and high school teams, but we will work to minimize the disruption by transplanting the existing green to the new short game practice area. The staff recommend putting on hold the renovations of the clubhouse and move forward with the RFP process for Golf Practice Areas. Fiscal Impact: \$150,000.

MOTION: Zach Jahner; SECOND: Zach Keller to approve the RFP for Golf Practice Areas as presented. Roll call vote: Ayes-4; Nays-0; Absent-1 (Stevenson). Motion carried.

Bid Documents for Greens Mix – Executive Director Rae reviewed and said this is related to previous item; to be fiscally responsible, we will purchase the greens mix ourselves. This will be a separate bid to go out to meet USGA standards. MOTION: Zach Keller; SECOND: Tyler Tucker to approve the bid documents for Greens Mix as presented. Roll call vote: Ayes-4; Nays-0; Absent-1 (Stevenson). Motion carried.

Preliminary Budget Approval – Executive Director Benjamin Rae gave an overview of the preliminary budget. He said we are allowed by state statute to increase mill levy by 3% plus growth, that amount is approximately \$240,000. He explained that with the average home, it equates to about .50 cents per \$100,000. There is a 2.5 percent increase for operational budget, increase in revenue of 1.2 percent. He said the preliminary budget sets the maximum amount; we can go down or adjust but cannot increase overall budget. Property tax accounts for 49% of general fund budget, total operational including the West River Community Center, tax only accounts for 32% of overall budget, the rest comes from user fees. Director Rae said that's a low reliance on property tax. He reviewed the specific area increases and opened the discussion for questions. Commissioner Tyler Tucker asked if we could bank the new growth. Director Rae stated that we can bank any of it towards any year within the next five years. Director Rae said the preliminary budget will be on file, and the public hearing will be held on Monday, September 14 at 4:15 pm. MOTION: Zach Keller; SECOND: Zach Jahner to approve the 2027 Preliminary Budget. Roll call vote: Ayes-4; Nays-0; Absent-1 (Stevenson). Motion carried.

Executive Director Report – Executive Director Benjamin Rae provided a written report for informational purposes. He commented that August 11 at noon will be an employee appreciation lunch for all employees and board members. He reported that we are hosting the NDRPA conference on September 15-17. He also wanted to touch on sales tax, saying he is meeting with the city to discuss future planning of sales tax use and will likely include the budget committee in those discussions. He also commended the staff and thanked the board for their support over the last month while he was unavailable.

PUBLIC COMMENT PERIOD (NO ACTION) – No public comments.

BOARD COMMENTS (NO ACTION) – No further board comments.

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

PREPARED BY:
CLERK

APPROVED BY: