

**Park Board Meeting
May 8, 2023**

Pursuant to due call and order, the Board of Park Commissioners, Dickinson Park District, met for a Regular Meeting at 4:00 pm, Monday, May 8, 2023, at the West River Community Center.

ROLL CALL: Present were Commissioners Tim Daniel, Zach Keller, Nic Stevenson, Jo Marie Kadrmas. Also present were Executive Director Benjamin Rae, Director of Buildings/Grounds Craig Pearson, Director of Recreation/Facilities Caleb Burgard, Legal Counsel Randy Sickler and Clerk Leah Hoenke. Park Board President Scott Karsky was absent.

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was given.

MINUTES: MOTIONED BY: Nic Stevenson; SECONDED BY: Zach Keller to approve the April 17 meeting minutes. Roll call vote: Ayes-4; Nays-0; Absent-1 (Karsky). Motion carried.

CLAIMS: MOTIONED BY: Zach Keller; SECONDED BY: Nic Stevenson to approve the April Claims in the amount of \$801,849.06. Roll call vote: Roll call vote: Ayes-4; Nays-0; Absent-1 (Karsky). Motion carried.

BUILDINGS/GROUNDS

Director of Buildings/Grounds Report – Director Pearson added that there is work to be done on the golf course bridge, we're not playing holes 16 and 17. He said the latest is that Jason and KC Homiston are doing the work on securing the bridge this week. It's a fluid situation, there are plans to straighten and secure for the season and this fall do any other work that is needed to secure for the future. He said he has confidence that this is the best direction to go. Completion is to be done by the end of week but could be 7-8 days. Right now, it is accessible to walking only. Commissioner Jo Marie Kadrmas asked about the cost. Director Pearson said they won't be charging for labor; the expense will be materials only and we won't know until we get into it. The biggest cost will be at the end of the season but initially we look at saving a lot of money. He said, to be clear, we won't know until it is finished what the results will be but there is a good game plan, and their main thing is safety. Commissioner Tim Daniel asked if we make any alterations, do we need to have a conversation with the Core of Engineers. Director Pearson said if we do any work in the river then we do. Commissioner Zach Keller commented that it'll be important to recognize the Homiston's for their efforts. He also said there are other area businesses that are willing to help when we need it as well for future reference. He said he thinks it is awesome that they stepped up for this. Director Pearson agreed.

RECREATION/FACILITIES

Director of Recreation/Facilities Report – Director Caleb Burgard said the only update he has outside of the written report is the golf season pass report, as of today is at 642 memberships sold to date. Rounds are 750 rounds, compared to 550 last year at this time. He said it's a good indicator that it will be busy at the golf course this summer. He said in May last year there were 710 at the end of May for season passes sold. Tim asked about no shows, do we have a plan for that. He said there were a lot of pass holders that weren't showing up and not cancelling their tee times. Director Burgard said we can run a report through our software that reflects the no shows, but it's on us as staff to hold people accountable. Commissioner Keller said we could take this first month and see where we're at and then put some numbers to the issue before we make any changes.

WRCC Concessions Lease – Director of Recreation/Facilities Caleb Burgard reviewed the outdoor pool concessions specific to the soft serve yogurt through YUM FROYO. The items that are in red are notated to changes. The lease agreement is in effect June through August. We kept 30% of concessions proceeds and reflected the insurance coverage of one million dollars. Commissioner Kadrmas asked about concessions proceeds. Director Burgard said it does very well with a net of around \$30,000. He said the Froyo alone brings in \$2,000-\$3,000 for our proceeds. Commissioner Kadrmas also asked if we encourage healthy options for kids. Director Burgard said we do offer granola, string cheese and fruit cups. He also said we have a meeting with Braun's Distributing to discuss products for the upcoming season. MOTIONED BY: Nic Stevenson; SECONDED BY: Jo Marie Kadrmas to approve the concessions lease with YUM FROYO. Roll call vote: Ayes-4; Nays-0; Absent-1 (Karsky). Motion carried.

BUSINESS/FINANCE

Pledge Securities – Provided for informational purposes only.

April Financial – MOTIONED BY: Zach Keller; SECONDED BY: Jo Marie Kadrmas to approve the April Financial. Roll call vote: Ayes-4; Nays-0; Absent-1 (Karsky). Motion carried.

Friendship Park Pay Application – Tooz #10 – Executive Director Benjamin Rae said we are at the 95% completion mark. Commissioner Nic Stevenson asked if we are doing okay on budget. Director Rae said this is right on task, there will be a change order brought forth, possibly a savings of \$6,000. MOTIONED BY: Nic

Stevenson; SECONDED BY: Jo Marie Kadrmas to approve the payment application from Tooz Construction in the amount of \$31,560. Roll call vote: Ayes-4; Nays-0; Absent-1 (Karsky). Motion carried.

Conceptual Designs – Executive Director Benjamin Rae reviewed his executive summary saying he is working with Brett Gurholdt from AGL Landscape Architects to put conceptual designs together for potential future projects. He believes the cost is reasonable for what we are asking and will help to put together projects estimates for future projects we have in mind. The total cost is \$9,100 to get designs for the following potential projects: Campground at the south Patterson Lake boat launch; improvements to the outdoor ice at Optimist Park; Splash pad and expanded recreation space at WRCC; Splash pad and pickleball transition at Eagles Park; and tennis court expansion at Dickinson State University. Commissioner Zach Keller asked if there is a benefit to doing this all at one time, could we add in other potential projects. Director Rae said Brett Gurholdt is good on pricing and believes he would be amenable and work with us. Commissioner Keller said he wouldn't hate waiting until survey results are in. Director Rae said in initial results, a splash pad has been a top priority, as well as additional winter outside activities has also been strong so far. Director Rae said he could understand if we wanted to hold off for a couple of months. Commissioner Kadrmas asked about the outdoor recreation space. Director Rae said he wanted to give different concepts for splash pads, possibly having an outdoor BBQ that people could rent down at Eagles Park between the river and tennis/pickleball area. He chose a good location based on parking and other existing amenities. Commissioner Tim Daniel asked what the final date of the survey is. Director Rae said July 8 is the deadline date but won't have data compiled until the August meeting. He said we've had over 850 people start the survey within the first 5 days. He was hoping for 1,000 overall. He said most of the responses are families participating in recreation activities but haven't seen a lot of over 55 crowd. He said preliminary results are for future facilities of splash pads, outdoor winter venues, 3rd sheet of ice, and indoor turf facility. Eagles Park and Rocky Butte are the two top parks that people visit. Trail and playground amenities are strong so far. Director Rae said at the end he'll be able to sort the responses based on their preferences and that he wants to see the big picture of all user groups and interests of the community. Commissioner Nic Stevenson agreed and said it's important and gives people a voice of what they want. Director Rae said the dollar amount of \$9100 is a good price for professional conceptual designs. MOTIONED BY: Nic Stevenson; SECONDED BY: Jo Marie Kadrmas to approve the \$9100 for the conceptual designs as proposed. Roll call vote: Ayes-4; Nays-0; Absent-1 (Karsky). Motion carried.

Executive Director Report – Executive Director Benjamin Rae said Friendship Park is moving along well and most of the construction work will be done by the end of week. He also said that he hopes as a board member that you feel the survey is worthwhile. Commissioner Nic Stevenson also commented that the survey is a nice way of making the public aware of all the things park and rec is involved in. Commissioner Tim Daniel thought it was very detailed and asked good questions.

Legal Counsel Report – Legal Counsel Randy Sickler had nothing to report.

Adjournment – MOTIONED BY: Jo Marie Kadrmas; SECONDED BY: Zach Keller to adjourn the meeting at 4:40 pm. Upon vote, all aye. Motion carried.

PREPARED BY:

APPROVED BY:

Clerk

President