

PARK BOARD MEETING
June 14, 2021

Pursuant to due call and order, the Board of Park Commissioners, Dickinson Park District, met for a Regular Meeting at 4:00 pm, Monday, June 14, 2021 at the West River Community Center.

ROLL CALL: Present were Commissioners Scott Kovash, Tim Daniel, Scott Karsky, Jo Marie Kadrmas. Also present were Director of Recreation/Facilities Matt Mack, Director of Buildings/Grounds Craig Pearson, Executive Director James Kramer, Attorney Randall Sickler and Clerk Leah Hoenke. Commissioner Zach Keller was absent.

APPROVAL OF MINUTES: MOTIONED BY: Jo Marie; SECONDED BY: Scott Karsky to approve the May 10 and May 19 meeting minutes. Roll call vote: Ayes-4; Nays-0; Absent-1 (Keller). Motion carried.

CLAIMS: MOTIONED BY: Tim Daniel; SECONDED BY: Scott Karsky to approve May Claims in the amount of \$439,074.34. Roll call vote: Ayes-4; Nays-0; Absent-1 (Keller). Motion carried.

Special Appearance

Friendship Park Update – Executive Director James Kramer updated the Board on Friendship Park, saying he met with the group and talked about fundraising and endowments for the park. He said they identified three individuals to sit on our stakeholders group. He said fundraising is set to finish the last \$500,000 by spring of 2022. The Park District is still waiting for the contract from National Park Service for the grant dollars and the group had a kickoff meeting with Apex to identify how we will move forward and get the ball rolling. He said through donations they have started an endowment for future maintenance issues of the park or for a phase 2 possibility. If they choose to go to another park in Dickinson to include assessable features, that money would help with that as well. Director Kramer said once the grant contract comes we will be able to start the project and said he's hoping for a winter bid and a spring start.

Project Summary Presentation – Executive Director James Kramer reviewed some of the projects they are working on. He said we have started the second phase of new signage at all parks that includes the legal address. He said the improvement district has started; he showed patch work and crack repair work being done at the bandshell and veterans pavilion. Anywhere the asphalt was broken will be fixed. He showed the Gress Complex trail project where they are tearing out old trail and adding a full paved 8 foot wide trail. Director Kramer went on to show the gravel parking lot by Game and Fish which is not included in the Northern Improvement contract. He said we will put together a plan to complete these projects. He said the new playground at Lions Park at Patterson Lake has been completed. There is a new play structure along with wood chip and border. The next park is Pride Park that will have new structure this summer. He said we are replacing the park equipment in chronological order.

Golf Course Update – Director of Recreation/Facilities Matt Mack gave a report on the golf course season passes, saying we are at 554 season passes at the end of May compared to 514 last year in May. Driving range passes are up to 82 compared to 52 in May of last year. Golf rounds are at 371 for the month of May which is also up from last year at same time. He said we are up \$30,000 from 2019 in season passes and up \$20,000 from 2020. He said the golf course has been very busy and the numbers are a reflection of that. He said we've had tournaments reach out to us that we aren't able to accommodate because we are so booked out there. Director Mack said the participation numbers in youth golf lessons and the PGA Junior League are all up from previous year. He commented that there is a lot of use happening at the course right now, which is a good problem to have. Director of Buildings/Grounds Craig Pearson then reported on golf course maintenance – he said they are working on the greens saying there was not a green that wasn't affected this year from winter kill. Number 1, 2, 3, 4 and 9 are the worst, 10 is pretty bad along with spots on other ones. They slit seeded, airfield, top dressed and are feeding heavily. He said moving forward the grass takes about 21 days to germinate and we are starting to see some results. The problem is that it is so spread out and with the amount of rounds we have on the greens, we may need to have some temporary greens to take pressure off the greens and give them time to recoup. They need to be watered every 90 minutes which can disrupt play. Director Pearson said we will make that decision this week, the sooner we do it the better off we will be. He said we are looking at 3-4 weeks of temporary greens and right now is the perfect time to grow grass; he thinks we'll have success with it but the final results are up to Mother Nature. He said along with greens, there is the surroundings that are in bad shape as well. Cordova is coming in this week, along with Northern Improvement coming in to do cart paths. We also have the stump grinder out there, saying we probably have another 50 dead trees, have 20 to replace. Director Pearson said that Cordova will focus on cart paths, dismount areas on greens and tees, which will tie into work that Northern Improvement is doing; working on 14 and 16 fairway drainage. He said they are working on fairway 5 and is probably the most disappointing of the season with us losing what they gained over the last year. Director Pearson said lastly is the bunkers, we need 20 loads of bunker sand, with Cordova's help we'll focus on the most important bunkers and the others we will save for last. He went back to the temporary green issue, saying it will take some understanding from the public and he'll work with Golf Pro Mike Rademaker when it comes to tournaments. He said he's been through this before with good results. He explained the process of how to use the temporary green to make them playable. Vice President Tim Daniel said he thinks we have to do it otherwise we'll have to do it next year. We have to take extreme measures, he hopes people will understand that it will be a good decision for the long haul. He said he's talked to golfers and hasn't had any negative comments and said if the public sees us making an attempt he believes they will be understanding. Craig said the biggest thing is for people to have patience and guarantees we will do everything the right way to bring it back. President Scott Kovash said he wouldn't waste any time waiting, he thinks it is inevitable and would do it sooner than later. He asked if we are confident that we are going to get it to grow. Director Pearson said it is always a fear but he is confident it will work; he said the risks are water quality and weather. Tim Daniel asked for clarification on tournaments, if we will open up the green for tournaments saying that we may get some criticism if we don't do the same for all tournaments. Director Pearson said discussions going forward we will be very transparent to the public the tournaments to make sure they understand before

coming in to play. Director Pearson clarified that the only way we would open up the green is if we wouldn't do any further damage to it. Discussion followed. Executive Director James Kramer said today we wanted to make sure there is an understanding of the process before moving forward. He explained that we moved Director Pearson to the golf course to take pressure off of Golf Superintendent Sam Davis. The next step is to come out with an announcement to inform the public. We want to have a general consensus from the Board and will keep them updated as we go. He also said he wants to control the things we can control right now, we will get caught up on the things that we can to make the course in top shape. President Scott Kovash said that the Board is in support of that.

Consolidated Easement Request (Attachment #1) – Executive Director Kramer reviewed an easement request from Consolidated. They are placing fiber optic cable at the corner of 10th Ave E at 21st Street. The easement that is already there is full of utilities and they want to take a short cut. He said our attorney Randy Sickler has taken a look at this and approves of the final easement. MOTIONED BY: Jo Marie Kadrmas; SECONDED BY: Tim Daniel to approve the Telephone Company Right of Way Easement agreement with Consolidated. Roll call vote: Ayes-4; Nays-0; Absent-1 (Keller). Motion carried.

Director of Buildings/Grounds Report – Director Craig Pearson said on facilities side the outdoor pool is open. They initially had to fix a main break but is up and running. He said right now the staff is busy with ice center events and will prepare to put in ice in the Cornerstone arena in one month. On parks side, they are in full blown maintenance, mowing and weed eating and busy with managing the fields for ballgames. He said the staff is doing a great job getting caught up.

Director of Recreation/Facilities Report – Director Matt Mack reported on community center memberships being 5,552. He said we were down at end of May but numbers are up again since the outdoor pool opening. He reported on swim lessons, the first session has wrapped up and will start next session soon. He said our Group Fitness Coordinator Andrea Johnson has submitted her resignation and now they will go back to the pool of candidates and move forward. Director Mack said the outdoor pool has been busy, hitting capacity a couple of days so far. He said staffing has been good, received six additional lifeguards recently; things are running well. He then reported on the golf course, saying we have numerous scrambles coming up. We have the Heart River Shootout at end of June and golf lessons and PGA Jr. League are in progress. He also said adult golf league has started. They added an additional Thursday evening league, have spaced out so that public play can continue during that time. On recreation side, he reported that programming is running with record numbers in our play park program. Adult leagues are up and running and bandshell concert series begins on Tuesday nights. For Patterson Lake, the camping and daily visits have been steady and is financial looking really good.

Pledged Securities (Attachment #2) – MOTIONED BY: Scott Karsky; SECONDED BY: Tim Daniel to approve pledged securities. Roll call vote: Ayes-4; Nays-0; Absent-1 (Keller). Motion carried.

May Financial Statement (Attachment #3) – Executive Director Kramer reviewed the financial and pointed out that the park land development fund that we are using for the Patterson Lake land conveyance, \$250,000 which will be cost to convey lots for sale. He said this is also the fund that we dedicated for Friendship Park.

City Comp Plan Update – Executive Director Kramer said the full comp plan is a much bigger document with Chapter 9 being the parks and recreation part. The City has given us the document to review statistical information and update. They will ultimately decide on their objectives and policies. Director Kramer asked the Board to review and let him know if they have any questions. Commissioner Jo Marie Kadrmas asked if the phases of the trails were kept on target. Director Kramer said this is one of those documents that was put together on paper and that it is probably 50/50. He said the largest trail that has been knocked down the list is the trail connection from City to Patterson Lake.

Patterson Lake Update

Appraisal (Attachment #5) – Executive Director Kramer reported that all information is out to cabin owners, they received the information on their appraisal. We have one purchase agreement returned and signed. He reviewed the revised appraisal, identifying 4 or 5 that didn't make sense to us and changes were made to lot 15, which is \$70,000, was \$88,000; and lots 6-7-8 in 2nd addition, those 3 were correct but lots 1-5 were undervalued and have been raised by \$10,000 each lot. Director Kramer said this is the final appraisal and will need to re-approve these prices. These appraised values are good for six months and any agreements that come in after December 31 will initiate another appraisal. MOTIONED BY: Jo Marie Kadrmas; SECONDED BY: Tim Daniel to approve the new Patterson Lake appraisals. Roll call vote: Ayes-4; Nays-0; Absent-1 (Keller). Motion carried.

Resolution for Closing Authority (Attachment #6) – Executive Director Kramer explained that this certificate allows him to act on behalf of the Park District to sign and act as the closing agent for the Patterson Lake lot sales. Attorney Randy Sickler said the title company requires this document. MOTIONED BY: Scott Karsky; SECONDED BY: Jo Marie Kadrmas to approve the President's Certificate authorizing James Kramer to represent the Park District on all closing matters of the Patterson Lake Estates. Roll call vote: Ayes-4; Nays-0; Absent-1 (Keller). Motion carried.

Park District Improvement Project – Executive Director Kramer reviewed the closing documents for the General Obligation (GO) Bond. He said payment is \$100,000 per year out of Capital Betterment. There are six items that will need to be approved individually so we can get the funds around July 1st.

Resolution Authorizing Issuance – MOTIONED BY: Tim Daniel; SECONDED BY: Scott Karsky to approve the Resolution Authorizing Issuance. Roll call vote: Ayes-4; Nays-0; Absent-1 (Keller). Motion carried.

GO Bond – MOTIONED BY: Jo Marie Kadrmas; SECONDED BY: Tim Daniel to approve the GO Bond in the amount of \$950,000. Roll call vote: Ayes-4; Nays-0; Absent-1 (Keller). Motion carried.

Tax Certificate – MOTIONED BY: Scott Karsky; SECONDED BY: Tim Daniel to approve the Tax Certificate for the GO Bond. Roll call vote: Ayes-4; Nays-0; Absent-1 (Keller). Motion carried.

Closing Certificate – MOTIONED BY: Jo Marie Kadrmas; SECONDED BY: Scott Karsky to approve the Closing Certificate certifying the Park Board President and Clerk. Roll call vote: Ayes-4; Nays-0; Absent-1 (Keller). Motion carried.

Certificate of Debt Capacity – MOTIONED BY: Tim Daniel; SECONDED BY: Scott Karsky to approve the Certificate of Debt Capacity of the Park District. Roll call vote: Ayes-4; Nays-0; Absent-1 (Keller). Motion carried.

IRS Form 8038-G – MOTIONED BY: Jo Marie Kadrmas; SECONDED BY: Tim Daniel to approve the IRS Form 8038-G as required by the IRS. Roll call vote: Ayes-4; Nays-0; Absent-1 (Keller). Motion carried.

NRPA Conference – Executive Director Kramer said we normally send 1-3 full time employees to the NRPA Conference and if there is Board interest we will scale back on employee attendance. He said currently we don't have a policy on how we do this. He said with larger Park District's you will see Park Board members attend regularly. He said there are a lot of really good sessions to go to. President Scott Kovash said financially we can't all go. Commissioner Jo Marie Kadrmas asked if the conference is geared more to staff or board. Director Kramer said the sessions are more beneficial for staff but that there are good sessions for board as well. He said it is normally the directors who will go as staff. President Kovash said it would be nice to have some sort of policy to follow. Commissioner Jo Marie Kadrmas said she doesn't think at this time she will go; she'd like to be more seasoned before going. Tim Daniel, Scott Karsky and Scott Kovash all three said they would like to go to the conference. President Scott Kovash said he thinks it would be appropriated to rotate every other year but is up for discussion.

Adjournment – MOTIONED BY: Jo Marie Kadrmas; SECONDED BY: Scott Karsky to adjourn the meeting at 5:18 pm. Upon vote, all aye. Motion carried.

PREPARED BY:

APPROVED BY:

Clerk

President