

PARK BOARD MEETING
July 12, 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, July 12, 2021 at the West River Community Center.

ROLL CALL: Present were Commissioners Scott Kovash, Tim Daniel, Scott Karsky, Jo Marie Kadrmias, Zach Keller. 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.

APPROVAL OF MINUTES: MOTIONED BY: Scott Karsky; SECONDED BY: Tim Daniel to approve the June 14 meeting minutes. Roll call vote: Ayes-5; Nays-0; Absent-0. Motion carried.

CLAIMS: MOTIONED BY: Tim Daniel; SECONDED BY: Jo Marie Kadrmias to approve June Claims in the amount of \$843,314.73. Roll call vote: Ayes-5; Nays-0; Absent-0. Motion carried.

Special Appearance

Sports Complex – Representatives Ty Orton and President Stephen Easton from Dickinson State University were present to speak on the project. DSU President Easton showed the latest version of the project showing there are four softball fields with turf infield, one of the fields will have turf infield and turf outfield. There are 5 soccer fields, 2 full size and 3 practice fields. He clarified that DSU does not have an intercollegiate soccer program but wanted the project to be community wide and not just for DSU. He said he wants to make 3 points with the first being that James Kramer has been the chair of the committee and kept everything together, he thanked James, and said he's been a valuable asset to the project. He then said they have a couple of asks and said they would like the Park Board to consider taking on the maintenance of this facility. As currently projected the soccer fields are all natural grass, not turf, they will require mowing and watering along with the outfield of baseball fields. There is a possibility of turning one of the soccer fields into turf but is not currently in the dollars that are budgeted now. President Easton also asked the Board to consider if the Park District will make a financial commitment to the project. He said they expect these to be community facilities and have the possibility to host more tournament type activities. He said the fields are designed for softball fields but can also be used for little league as well. Park Board Commissioner Jo Marie Kadrmias asked what kind of contribution they would like, she also asked how much the soccer club has pledged. She also asked what the water source plan is. Executive Director James Kramer said they have 4-5 different wells that take care of that area, there will be a water study done to determine what is needed. He said we incur expenses for the North complex as far as water source. Scott Kovash asked if the wells aren't sufficient, who's on the hook for water if needed. Director Kramer said he's not sure we have all the answers but will say how it works with other projects with the school district is when major repairs are needed, there is a cost share involved. President Easton said there will be funds saved from initial fundraising for future maintenance. Commissioner Kadrmias asked what the center diamond shape is on the site plan. President Easton said the diamond is a playground area, currently the playground itself is not in initial estimates, and just the area is. The other area is a future space, possible indoor practice area but is not in initial 7 million dollar phase. He said this is a rendering that could tie into existing trails. Commissioner Scott Karsky asked if we have looked into projected operation and maintenance costs and how it affects staffing. Director Kramer said we can look at the whole fund. Commissioner Karsky asked about the south side area, will it be paved. Director Kramer said the plan is to have concrete but is a rendering and the City requires certain access areas to be concrete. Commissioner Zach Keller asked if it will be an open facility to the public or is there times areas will be secured. President Easton said they would like it to be open access but certain circumstances may require it to be secured. President Easton said this creates a recreational neighborhood to what is already existing in the area. Commissioner Tim Daniel asked about approximate parking spaces. Director Kramer said he will get that info. Commissioner Daniel also asked about concessions areas, has there been any discussion on that. President Easton said that hasn't been addressed but his initial assumptions are the entity using the facility would have concession rights. Director Kramer said there will be more discussions needed moving forward. Ty Orton said the Soccer Club and Dickinson Diamonds are both contributing, not sure what the amount is yet. Ty Orton said they are trying to be aware of other foundations and work with as many people in town but don't want to take away from other projects. President Easton said we are in the large fundraising phase and will go to smaller entities later. Park Board President Scott Kovash said he thinks it is a great project and with maintenance it can entail a lot of things, they would like to know what is expected of us and may have hiring needs. Before moving forward the Park Board will need to know what the maintenance commitment looks like. President Easton said they do expect to fundraise for future maintenance needs. Commissioner Keller said this kind of project requires a high level of maintenance when looking at bringing in larger tournaments. Easton said that is an important point, they want this to be a showcase facility, that means they will require a lot of attention. The Park Board thanked President Easton and Ty Orton for presenting.

Project Summary (Attachment #1) – Executive Director James Kramer provided the list of projects, saying that right now the focus is on infrastructure updates. They will ramp back up in the fall to take care of the other projects.

Equipment Bid Request (Attachment #2) – Executive Director Kramer said we will need approval to go out to bid for equipment that is used in parks and golf course for maintenance. MOTIONED BY: Tim Daniel; SECONDED BY: Jo Marie Kadrmias to approve the Request for Bids for maintenance equipment. Roll call vote: Ayes-5; Nays-0; Absent-0. Motion carried.

Director of Buildings/Grounds Report – Director Craig Pearson reported on golf course maintenance and said they have Cordova working on course and Northern Improvement is working on cart paths. He said the initial patch work has been completed and timeline to fog seal is July 19 and within 10 days will be at the golf course. We have cart path patching to do that wasn't included in the bid, has to be done before fog seal. Director Pearson reported on the temporary greens, looking at 2 weeks more and will look at them and possibly bring back to play 1 to 3 greens. The way it looks now they have been able to grow a lot of grass but still a long ways to go; he thinks we are ¾ of where we want to be. There may be some sections of greens that will be roped off. At that point, we'll look at the rest of the greens on the course and may have to take more greens out of play if needed. Still work to be done going into winter but where we are at now from where we were, we are seeing positive results. He explained the maintenance process. He said we have to be very careful when trying to grow grass, need to keep the grass as long as possible. He said we are doing things that is not normal but trying to grow in a short period of time. Director Pearson reported on Fairway 5, saying he's seeing really good growth but issue is drainage, have work to do on that. President Scott Kovash said

we all appreciate it and it's nice to see the difference. Director Pearson said the work that Cordova is doing will be huge going forward, we've also learned a lot and think we can prevent issues going forward. Commissioner Jo Marie Kadrmas asked about the drainage. Director Pearson said for 5 fairway there is drainage, a 4 inch flex drain tile, and there are enough that can connect to the existing. Commissioner Zach Keller asked if that is the next step on 5, to add in more drain tiles. Director Pearson said we need to raise some areas anywhere 6 to 12 inches and make sure they drain properly. Some of the areas are too low, he believes we can still get grass to grow without redoing the entire fairway.

Rent Fun Agreement (Attachment #3) – Director of Recreation/Facilities Matt Mack reviewed the location agreement to offer automated kayak services at Patterson Lake. He said we are to the point where we've had our attorney take a look at it. He reviewed the storage locker, 10 ft by 6 ft long that will store 8 kayaks and equipment included. We will have to provide a gravel or concrete pad, we have some areas that we can level. He said if you want to rent kayaks, it is an hourly rental through an app, you can use anywhere. This company takes on everything and the only thing we have to do is put in the pad. They will get 90 percent of rental with us getting 10 percent. There is a 3 year agreement and has a termination clause if needed. He's looking for approval contingent upon attorney's final review and approval. Commissioner Tim Daniel asked if we know what our profit will be. Director Mack said the average rental is \$12-15 dollars per hour. Commissioner Jo Marie Kadrmas said she knows of another group that started a kayak rental and they live by Patterson Lake, she said they make deliveries. They are called K5 Kayaks. She said this is a great idea and maybe we want to compare and ponder. Executive Director Kramer said that is good to know and that is definitely a route that we will explore before moving forward. Director Mack said the timetable would be the beginning part of next year for next season. He said the company will build and maintain. Commissioner Jo Marie Kadrmas said she feels comfortable with waiting until next spring and do our research. Director Mack said this company is out of Michigan and will take a few month's notice to get started. The consensus is that we will monitor existing kayak service and revisit for next year.

Director of Recreation/Facilities Report – Director Matt Mack reported on WRCC members; we are up 450 members from end of May, 2/3 are 3-month members with the rest being annual. Numbers are 5218 annuals, 649 3-mo, 131 1-mo for a total of 5,998. He also reported that we appointed Breanna Baker as interim group fitness coordinator through September. Breanna has been helping us with other programming as well and very good to work with. He said we will open position again in September. He then reported on golf course with 3,840 rounds for June, very close to last year. Season passes are at 586 compared to 530 last year in June. Driving range passes are 86 compared to 63. Director Mack said we have several scrambles coming up, have the Club Championship, Chamber scramble, Best Friends scramble and Just-In Glass scramble. He said August slows down but have API tournament. He reported that the Patterson Lake Beach Party had 300 people; camping is up from year's prior. On the recreation side things are busy with summer programs. Miller Lite Softball Tournament had 48 teams, everything went well, a lot of spectators. There is a 14 yr. old State Babe Ruth Tournament July 22 – 25 and they are starting to get into the summer adult league tournaments. He also said the ice is going in at West River Ice Center and all systems are working along with the Annual Maintenance Week at WRCC is August 16-22 where the building will be closed.

Pledged Securities (Attachment #4) – MOTIONED BY: Scott Karsky; SECONDED BY: Zach Keller to approve pledged securities. Roll call vote: Ayes-5; Nays-0; Absent-0. Motion carried.

June Financial Statement (Attachment #5) – Executive Director Kramer reviewed and pointed out the community center is at \$968,000 in revenue which is showing an uptick from last year.

Park District Improvement Project

Pay Application (Attachment #6) – Executive Director Kramer presented a pay application from Northern Improvement for the Park District Improvement Project. He recommended approval. MOTIONED BY: Zach Keller; SECONDED BY: Scott Karsky to approve application for payment in the amount of \$367,214.38 to Northern Improvement Company. Roll call vote: Ayes-5; Nays-0; Absent-0. Motion carried.

Under Budget Items (Attachment #7) – Executive Director Kramer gave an overview of budgeted items for the Park District Improvement Project. He said we are \$75,000 under budget and that some items will be added back in that were taken out to keep initial budget.

Patterson Lake Lot Sales Update – Executive Director Kramer said the first closing is July 29-30 with 12 scheduled closings. We will continue to do closings the end of each month through December.

Executive Director Report – Executive Director Kramer added that the sports complex is a stand-alone workshop in itself and would like to schedule something the end of July. He said the university just told us on Friday that they are interested in our help on maintenance, saying there is a lot of moving parts with a lot of entities involved but is getting close to being honed in. He also said the tennis court project is involved in this, a side project but is involved. The soccer club and softball club have both been asked for \$100,000. Director Kramer said that at the August board meeting we'll have a better idea of what we can contribute.

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

Adjournment – MOTIONED BY: Scott Karsky; SECONDED BY: Tim Daniel to adjourn the meeting at 5:06 pm. Upon vote, all aye. Motion carried.

PREPARED BY:

APPROVED BY:

Clerk

President