

**Park Board Meeting
August 4, 2025**

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 4, 2025, at the West River Community Center.

ROLL CALL: Present were Commissioners Scott Karsky, Tim Daniel, Nic Stevenson, Zach Keller, Tyler Tucker. Also, present were Executive Director/Clerk Benjamin Rae, Director of Buildings/Grounds Craig Pearson, Director of Recreation/Facilities Caleb Burgard, and Leah Hoenke, Administrative Manager.

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was given.

APPROVAL OF AGENDA: MOTIONED BY: Tim Daniel; SECONDED BY: Nic Stevenson to approve the agenda with the addition of adding agenda item, Turtle Park Asphalt Overlay. Roll call vote: Ayes-5; Nays-0; Absent-0. Motion carried.

Special Appearance – Introduction of new employees. Director of Recreation/Facilities Caleb Burgard introduced Austin Boepple who was hired as Facility Supervisor-Aquatics and Director of Buildings/Grounds Craig Pearson introduced Dave Fils-Aime and Oscar Morena, both hired to the position of Facility Maintenance Specialist.

CONSENT AGENDA – Consent agenda items were presented for approval as follows. Meeting minutes from July 14; Claims in the amount of \$811,001.79; along with use agreements for Dickinson Adult Hockey League, Dickinson Dolphins and Dickinson Dream. MOTIONED BY: Zach Keller; SECONDED BY: Nic Stevenson to approve the consent agenda items as presented. Roll call vote: Ayes-5; Nays-0; Absent-0. Motion carried.

BUILDINGS/GROUNDS

Director of Buildings/Grounds Report – Director Craig Pearson provided a written report for informational purposes.

HVAC Controller – Executive Director Benjamin Rae reviewed a quote from Johnson Controls to replace a failed controller in the HVAC system at the West River Community Center. He said the system is 21 years old and the staff recommends the upgrade. MOTIONED BY: Nic Stevenson; SECONDED BY: Tim Daniel to approve the proposal from Johnson Controls as recommended by staff. Roll call vote: Ayes-5; Nays-0; Absent-0. Motion carried.

RECREATION/FACILITIES

Director of Recreation/Facilities Report – Director Caleb Burgard provided a written report for informational purposes. He stated that Patterson Lake has now been upgraded to a Blue Green Algae Warning instead of advisory. He also reported that Swim under the Stars was the second highest participation recorded, continuing to be strong well attended event. The Parkside Movie event at Veterans Memorial Park had 125 in attendance. Discussion followed on closing the pool in preparation for the event. Director Burgard said we close the pool during the day due to being proactive and preparing for the event. He said there is talk about moving the event to August over the last weekend of the outdoor pool season or another better-timed weekend to avoid closing the pool for the day prior. He stated that Midco pays \$5,000 for sponsorship along with paying \$5/head for attendees, saying that it is worthwhile sponsorship that makes up financially for the closure.

BUSINESS/FINANCE

July Financial – Executive Director Benjamin Rae said that due to the meeting being so early in the month, the financial was just finalized today. Director Rae reviewed and said that revenue is strong on general fund particularly at the golf course. Expenses show we are up in a few areas but nothing that is unexpected. At WRCC, we are down in revenue from memberships and personal training as well as being down in expenses. He said WRCC financial is in line with where we were last year, no significant changes. Commissioner Nic Stevenson asked if we are budgeting to be fully staffed for lifeguards. Director Rae said we added a significant amount but not to be fully staffed. He said that the number of guards are there but getting them to work the right shifts has been a challenge. Director Caleb Burgard added that this has been one of the better seasons at the outdoor pool for lifeguard staffing. Discussion followed. MOTIONED BY: Zach Keller; SECONDED BY: Tyler Tucker to approve the July financial contingent upon the board's review of the financial. Roll call vote: Ayes-5; Nays-0; Absent-0. Motion carried.

Preliminary Budget Approval – Executive Director Benjamin Rae said that the 2026 Preliminary Budget must be approved by the 10th of August. He gave a presentation on the 2026 Budget. He said the total property valuation increased 11.7% from 2024 to 2025 and the staff recommendation is to maintain the existing mill levy for the General Fund at \$2,184,840 and increase the Capital Betterment mill levy by \$162,224 to \$737,031. MOTIONED BY: Tyler Tucker; SECONDED BY: Nic Stevenson to approve the 2026 Preliminary Budget. Roll call vote: Ayes-5; Nays-0; Absent-0. Motion carried.

MOU for 2026 Sales Tax Distribution – Executive Director Benjamin Rae reviewed the MOU for 2026 Sales Tax Distribution saying that the City of Dickinson through Ordinance No. 1233 adopted the collection and distribution of a one-half cent sales tax in part for the ongoing maintenance and capital improvements to the West River Community Center. The existing bond on the community center is scheduled to be retired in 2025. Park District staff have determined that the greatest need at the center are capital improvements for the 2026 budget year. He reviewed the projects that have already been approved by the Park Board which include \$1,603,850 committed. He said there will be additional items to come before the board in 2026 for an anticipated total of \$456,000. Director Rae also said it is anticipated that the Park District would need to request additional sales tax funds for the 2027 budget year to address additional operational and capital needs including HVAC renovations, painting and flooring, outdoor pool gel coating, partition replacement, pool controllers, diving boards and tennis court air conditioning. Director Rae said the staff recommends approval of the MOU for 2026 Sales Tax Distribution, 42.8% of sales tax revenue not to exceed \$1,500,000. Discussion followed on the sales tax dollars and how much we have utilized over the years. Commissioner Zach Keller said it is time for us to have a joint meeting as a full Park Board to discuss the funds with the bond payment sunset. Director Rae stated that he and President Scott Karsky met with City staff and commission members from both the City and Stark County. He said he will send a report to the Park Board members of that meeting. Discussion followed. Director Rae stated that this MOU is setting a precedent for the future as well. MOTIONED BY: Nic Stevenson; SECONDED

BY: Tim Daniel to approve MOU between Dickinson Parks and Recreation District and the City of Dickinson for 2026 Sales Tax Distribution. Roll call vote: Ayes-5; Nayes-0; Absent-0. Motion carried.

Executive Director Report – Executive Director Benjamin Rae provided a written report for informational purposes. He added that he has been communicating with the City for the Sundance Cove development and there has been some question of ownership. The property manager for the town homes brought a copy of a quit claim deed that clearly specifies transfer of ownership to the City with the Park District taking responsibility for the park. The City and County had no record of the agreement. It is likely we will take the property into our inventory and start maintaining that park which includes a small section of trail and small playground.

Addition to Agenda: Turtle Park Overlay – Executive Director Benjamin Rae reviewed the quote from Northern Improvement for the parking lot asphalt overlay at Turtle Park. He said originally, we anticipated the road project to be done in 2026. Our plan had been to do improvements to the Turtle Park parking lot using leftover millings from that project but now the road is being done in September of 2025. Recommendation from Northern Improvement is to mill the existing surface leaving the millings in place, grade to drain and place 4 inches of asphalt. This is their recommendation for the project to have the most longevity. Director Rae said we have other asphalt resources across the District but would rather put those resources in other areas within the District. His recommendation to the board is to just do the milling and grading at a cost of \$15,513.52. It is our intent to convert the parking lot into a gravel parking lot. He said the parking lot is in poor condition and is not functional as an asphalt parking lot due to its condition right now. He said this will come out of Park Property and Trail Improvement Fund. MOTIONED BY: Zach Keller; SECONDED BY: Nic Stevenson to approve the milling and grading at a cost of \$15,513.52 from Northern Improvement. Roll call vote: Ayes-5; Nayes-0; Absent-0. Motion carried.

Adjournment – MOTIONED BY: Tyler Tucker: SECONDED BY: Zach Keller to adjourn the meeting at 4:27 pm. All aye, motion carried.

PREPARED BY:

APPROVED BY:

Clerk

President