

PARK BOARD MEETING
June 8, 2020

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 8, 2020 at the West River Community Center.

ROLL CALL: Present were Commissioners Scott Kovash, Tim Daniel, KC Homiston, Scott Karsky and Brad Fong. 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: Tim Daniel; SECONDED BY: Brad Fong to approve the May 11 meeting minutes. Roll Call Vote: Ayes-5; Nays-0; Absent-0. Motion carried.

CLAIMS: MOTIONED BY: Scott Karsky; SECONDED BY: KC Homiston to approve May Claims in the amount of \$332,445.88. Roll Call Vote: Ayes-5; Nays-0; Absent-0. Motion carried.

SPECIAL APPEARANCE – INTRODUCTION OF NEW EMPLOYEE – Patty Riely, Finance/HR Manager – James introduced Patty Riely who is now our Finance/HR Manager taking over for Sara Turner.

BUILDINGS/GROUNDS

DHC, Inc. Request – Ice Laser (Attachment #1) – Director of Buildings/Grounds Craig Pearson reviewed a request from Dickinson Hockey Club for a level laser system for Cornerstone Arena. He said the Hockey Club has the money donated for the project in Charbonneau Arena and that this request is to pay for the one for Cornerstone Arena that is a \$20,000 piece of equipment. They are proposing that the Hockey Club will pay upfront and deduct \$5,000/month from rent until it is paid. Director Pearson said his recommendation is that we see how the system works in the Charbonneau rink before we install in Cornerstone rink. He said if you look at all rinks in North Dakota, only 2 rinks have it. Commissioner KC Homiston said they are essentially asking for \$20,000. Director Pearson said yes, they want both rinks to have the system but he doesn't think we would have time to get it installed in Cornerstone before ice goes down in July and said we are not sure how it will work and that it is best to see it in one rink first before committing to it. Commissioner Brad Fong commented that he likes the idea of seeing how it goes the first year. Commissioner KC Homiston said in general he would rather not spend the money for this – he would rather see dollars spent elsewhere. Commissioner Tim Daniel asked if this goes on the Zamboni. Director Pearson said it goes into the ice on the floor and the laser is attached to the Zamboni itself. Commissioner Scott Karsky said there was some cost benefits initially talked about. Director Pearson said he thinks it is a 20 percent savings and from what we have discussed, he would be surprised if it is a substantial savings. Commissioner Karsky asked where the savings comes from. Director Pearson said it helps with the thicker spots on the ice and will shave down the thick spots to fill in the thin areas. He said it takes more energy to freeze thicker ice than thinner and this will make the ice always be the same thickness with no variation. President Scott Kovash said he doesn't think we should do two this year but in the future it will be nice to have it in both rinks. He said we should wait, he's against it at this time; we should try it out in Charbonneau rink first. Commissioner Daniel said we could look at it during our budget process. President Scott Kovash agreed and said we revisit it a year from now.

COVID-19 Update – Director of Buildings/Grounds Craig Pearson gave an update on our COVID-19 procedures now that the ballfields are up and running. He said they are treating dugouts and stands every day; spraying top to bottom. At the parks, the biggest group of employees have been spread out at the shop during breaks and they are all setup with sanitation stations. He said for the most part they are having one person in a vehicle at a time and they all have masks when needed. He said for the facility staff, if they are working around the public they wear masks, otherwise it is up to them. Same procedures at the golf course; equipment is wiped down, restrooms cleaned twice a day, all touch points are wiped down twice a day. They also carry masks and when they are around the public, they wear them.

Patterson Lake Conveyance Update – Executive Director James Kramer gave an update on the Patterson Lake Conveyance process. He said the Bureau of Reclamation will have the conveyance documents to us this month and

we should have available at July's meeting for approval. He also said it looks like lot sales will take place toward the end of the year and the new permit will be ready in July.

Director of Buildings/Grounds Report (Craig Pearson) – Director Craig Pearson reported and said at facilities the outdoor pool is open and while we were shut down the building was cleaned and now the focus is at the ice center. We don't have a whole lot of events going on at the ice center, most were cancelled and for most part, getting it ready for ice season. He reported that all parks have been fertilized and staff is doing tree trimming. He said all seasonal staff is out mowing, weed eating – this is there go time. They planted 4 new trees at the Veterans Pavilion and said in total they bought 23 new trees with some going to Veterans Pavilion and to the golf course. He said they are moving some trees and doing planting along 7-8 and by the driving range. Director Pearson said the golf maintenance staff has 90 percent of spraying done and will continue in the fall and they also sprayed for ants on the greens. He said they have started on bunker projects and have a lot of projects planned for the summer. Commissioner KC Homiston commented that the golf course looks great and has been on the upswing the last two years. Commissioner Brad Fong also said the course is in great shape and greens and fairways look really nice.

RECREATION/FACILITIES

DHC, Inc. Request – Gaming Machines (Attachment #2) – Director of Recreation/Facilities Matt Mack said we received a request for gaming machines at the golf course. He reviewed the terms. He said Green 19 doesn't have a whole lot of interest in overseeing the machines and our staff is not convinced that is the best place for them. He said his recommendation is to deny the request. Commissioner Brad Fong said he feels like if Green 19 doesn't want the responsibility we shouldn't give it to them. President Scott Kovash said he agrees and thinks it sends the wrong message at the golf course, it is for more of a bar atmosphere. The consensus from the Board is to deny the request.

COVID-19 Update – Director of Recreation/Facilities Matt Mack gave an update on COVID-19 procedures and said all staff is required to have temperature and wellness checks before each shift and we are providing masks and PPE for employees, as well as have sanitation stations set out for patrons. He said we have increased our cleaning procedures in all areas. Director Mack said the community center has most of the building open. The indoor playground we are using for drop in daycare but is not open for public use and have limited capacity in some areas. He said the daycare has opened with a 12 maximum capacity and group fitness is still limited schedule and are offering both indoor and outdoor classes. He also said we added some senior classes back on the schedule as well as water aerobics. He said he is happy with the participation numbers, saying that each week more and more people are using the facility. He explained that new this year at outdoor pool we will close for 30 minutes at 4:30 pm each day to do deep cleaning. He said for the youth recreation programs participants are broken down to 10 participants in groups. For play park we are spraying down the equipment before they use it for the day and for all programs providing hand sanitizer for participants, doing program equipment checkout where needed and for adult softball, sanitizing bats and balls. Director Mack reported that our rental facilities are now increased to 75 percent capacity. He said we are also working closely with user groups. Each group has their own guidelines and we have a copy to make sure they are following the State guidelines and having each group sign an Assumption of Risk Waiver.

Gress Concessions Agreement (Attachment #3) – Director of Recreation/Facilities Matt Mack reviewed the concessions agreement with same concessionaire as last year. He said all terms are same as last year, other than updated dates. MOTIONED BY: Scott Karsky; SECONDED BY: Brad Fong to approve the Gress Concessions Agreement with Mike Davis. Roll call vote: Ayes-5; Nays-0; Absent-0. Motion carried.

Director of Recreation/Facilities (Matt Mack) – Director Matt Mack reported on community center memberships being at 7,012 memberships at the end of May. He said the one month memberships are high compared to normal. He said we are still up about 300-400 memberships from this point last year and said he thinks the month of June will be a good indicator on where we are sitting for memberships. He also said he's been watching usage per day, seeing between 400 and 500 per day, compared to 700-800 per day at same time last year but seems to be increasing each week. He said at the outdoor pool, capacity started at 250 and now have upped it to 350 with normal capacity being 500. He said we implemented a new family swim time, it seems like those numbers are more than normal and if that trend continues we will offer more family times. Director Mack reported on season pass

numbers at the golf course being 514 which is up compared to last year at 408. He said the rounds report is at 2,969 rounds in May, compared 2,192 same month last year. He said we are doing 12 minute tee times and are discussing going to 10 minute tee times. He reported upcoming June tournaments; Blue Hawk Booster Tournament, Heart River Shootout and Dickinson Downtown Association. He also said we have a new Jr. PGA League for kids ages 8-13 that is a fun competition type league, doing scrambles and opens the door to get kids into more of a competitive type of play. He then reported on Patterson Lake saying we have sold 311 season passes, compared to 227 from last year and camping has been close to full on the weekends and daily visitation has been busy. He also reported that Bandshell concerts begin tomorrow and participation numbers in our youth programs are looking similar to last year or have increased; all youth programs are looking good. Commissioner Tim Daniel asked if anybody has fought our rules/regulations in regards to the changes with Covid-19. Director Mack said for the most part all has been good, the patrons are wiping things down and following what we are asking them to do.

BUSINESS/FINANCE

Approval of Pledged Securities (Attachment #4) – MOTIONED BY: KC Homiston; SECONDED BY: Tim Daniel to approve the Pledged Securities. Roll Call Vote: Ayes-5; Nays-0; Absent-0. Motion carried.

May Financial – Executive Director James Kramer said the May financial statement will be available for June 26 meeting.

2021 Budget – Executive Director James Kramer gave an update on the 2021 Budget and said we are about 2 months away from having a preliminary budget. He said the Mill value is creeping up a little and will probably be a wash from last year. He said we will spend some time laying the groundwork and August 9 is deadline to submit to County.

Park Board Re-Organization – June 26 (Attachment #5) – Executive Director said the last meeting is always unique after the election, he reviewed the process of making the switch to the new Park Board members.

Executive Director Report (James Kramer) – Director Kramer thanked all the staff for the time and effort they put in during the last few months. He said he can't think of one program we are not having and the staff has all done a lot of work to get that accomplished. He also said that after speaking with the Hockey Club, they do not want the master plan fee to come out of the Ice Center Expansion Fund, they prefer to pay out of their own funds. President Scott Kovash also thanked the staff and that things went very well during the quarantine and everyone did a fantastic job.

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

Adjournment – MOTIONED BY: Brad Fong; SECONDED BY: KC Homiston to adjourn the meeting at 4:40 pm. Upon vote, all aye. Motion carried.

PREPARED BY:

APPROVED BY:

Clerk

President