

**REGULAR MEETING**  
**January 11, 2010**

Pursuant to due call and order, the Board of Park Commissioners, Dickinson Park District, met for a regular meeting at the West River Community Center at 4:00 p.m. on Monday, January 11, 2010.

ROLL CALL: Present were Commissioners Mike Lefor, John Gaffaney, Scott Kovash, and Carol Herauf. Also present were Park Operations Manager Scott Mack, Facility Operations Manager Bob Faulhaber, Recreation/Facilities Manager Ryan Nelson, Pro Shop Supervisor/Golf Pro Jeremy Davis, Director James Kramer, Attorney Mary Nordsven and Leah Hoenke, Clerk. Commissioner Kelly Cooper was absent.

APPROVAL OF MINUTES: Commissioner Carol Herauf made a motion to approve the minutes of the December 14, 2009 Regular Meeting. Motion duly seconded by Commissioner Scott Kovash. Upon vote, all aye. Motion carried.

CLAIMS: December 2009 Claims in the amount of \$325,012.11 were presented for approval. Commissioner Scott Kovash made a motion to approve said claims. Motion duly seconded by Commissioner John Gaffaney. Upon roll call vote, vote was: Ayes: 4; Nays: 0; Absent: 1. Motion Carried.

PARKS/PATTERSON LAKE

Park Operations Manager Report - Park Operations Manager Scott Mack reported that his staff has been working on equipment maintenance and snow removal. He said that some snow remains on some of our sidewalks, but don't have the equipment to remove it due to the large amount of snow piled up from the City streets. He also said that the majority of our trails are open, with a few problem areas.

RECREATION/FACILITIES

Staff Reports (Attachment #1) - For informational purposes.

West River Community Center Membership Update (Attachment #2) - For informational purposes.

Upcoming National Baseball Tournaments - Director James Kramer reviewed the bid for the 2011 and 2012 American Legion Central Plains Regional Baseball Tournaments. He said that we applied for grant dollars from the Convention and Visitors Bureau to help bring the tournaments to Dickinson. Director Kramer stated that we hosted this tournament in 1999.

Facility Operations Manager Report - Facility Operations Manager Bob Faulhaber reported that his staff is also working on snow removal at WRCC and the Rec Center parking lots and sidewalks. He also reported that he ordered the landscaping rocks for the WRCC pond and will be putting in before spring.

Recreation/Facilities Manager Report - Recreation/Facilities Manager Ryan Nelson reported that the West River Community Center has been busy with the recent Dolphins Swim Meet and planning for the upcoming THS/DHS Basketball Tournament. He also reported that he is in the process of updating the Healthy Results Personal Training Services contract and should have that available at the Roundtable.

PROJECTS/CAPITAL PLANNING

Parks/Facilities/Golf Project Lists (Attachment #5) - For informational purposes.

GOLF

Golf Rounds Update (Attachment #6) - For informational purposes.

Golf Cart Bid Review (Attachment #5) - Director Kramer reviewed the golf cart bids. He said the three vendors who submitted bids were Club Car, E-Z GO and Yamaha. He said that the bids were all very close with Club Car being 38 cents low compared to other two. Director Kramer recommended that the Board approve the base bid and annual maintenance from Club Car and negotiate for seasonal cars and windshields. Commissioner Scott Kovash made a motion to approve the base bid and annual maintenance from Club Car. Motion duly seconded by John Gaffaney. Upon roll call vote, vote was: Ayes: 4; Nays: 0; Absent: 1. Motion Carried.

Early Bird Promotion Update (Attachment #6) - Director Kramer reviewed the golf memberships paid to date through the Early Bird Promotion. He stated that the promotion runs through January 31<sup>st</sup> of 2010.

Pro Shop Supervisor/Golf Pro Report - Pro Shop Supervisor/Golf Pro Jeremy Davis reported that the Pro Shop is now closed for the season. He said he will be working at the Parks and Recreation office on Monday mornings and will continue to work until 1:00 pm at his office at the course.

#### PERSONNEL/FINANCE/ADMINISTRATION

Oil Revenue Worksheet (Attachment #7) - For informational purposes.

Approval of Pledge Securities (Attachment #8) - Commissioner John Gaffaney made a motion to approve the Pledge Securities for the month of December 2009. Motion duly seconded by Commissioner Carol Herauf. Upon vote, all aye. Motion carried.

2009 Year End Budget Amendments (Attachment #9) - Director James Kramer reviewed all year end budget amendments and recommended approval.

SPECIAL EVENTS FUND - Commissioner John Gaffaney made a motion to approve amendment of Special Events Fund budgeted amount of \$0.00 to amended amount of \$128,326.82. Motion duly seconded by Commissioner Scott Kovash. Upon roll call vote, vote was: Ayes: 4; Nays: 0; Absent: 1. Motion Carried.

HEART RIVER GOLF COURSE FUND - Commissioner Scott Kovash made a motion to approve amendment of Heart River Golf Course budgeted amount of \$655,750.00 to amended amount of \$707,367.79. Motion duly seconded by Commissioner Carol Herauf. Upon roll call vote, vote was: Ayes: 4; Nays: 0; Absent: 1. Motion Carried.

PARKS SPECIAL LEVIES FUND - Commissioner Carol Herauf made a motion to approve amendment of Parks Special Levies budgeted amount of \$175,000.00 to amended amount of \$296,267.87. Motion duly seconded by John Gaffaney. Upon roll call vote, vote was: Ayes: 4; Nays: 0; Absent: 1. Motion Carried.

EMERGENCY FUND - Commissioner John Gaffaney made a motion to approve amendment of the Emergency Fund budgeted amount of \$0.00 to amended amount of \$52,071.19. Motion duly seconded by Commissioner Scott Kovash. Upon roll call vote, vote was: Ayes: 4; Nays: 0; Absent: 1. Motion Carried.

ESG PROJECT FUND - Commissioner Scott Kovash made a motion to approve amendment of the ESG Projects Fund budgeted amount of \$0.00 to amended amount of \$57,718.69. Motion duly seconded by Commissioner Carol Herauf. Upon roll call vote, vote was: Ayes: 4; Nays: 0; Absent: 1. Motion Carried.

FUTURE PROJECTS FUND - Commissioner Carol Herauf made a motion to approve amendment of the Future Projects Fund budgeted amount of \$0.00 to amended amount of \$265,780.78. Motion duly seconded by Commissioner John Gaffaney. Upon roll call vote, vote was: Ayes: 4; Nays: 0; Absent: 1. Motion Carried.

OIL & GAS FUND - Commissioner John Gaffaney made a motion to approve amendment of the Oil & Gas Fund budgeted amount of \$0.00 to amended amount of \$40,214.74. Motion duly seconded by Commissioner Scott Kovash. Upon roll call vote, vote was: Ayes: 4; Nays: 0; Absent: 1. Motion Carried.

WRCC REPLACEMENT FUND - Commissioner Scott Kovash made a motion to approve amendment of the WRCC Replacement Fund budgeted amount of \$0.00 to amended amount of \$93,165.18. Motion duly seconded by Commissioner Carol Herauf. Upon roll call vote, vote was: Ayes: 4; Nays: 0; Absent: 1. Motion Carried.

2009 Year End Transfers (Attachment #10) - Director Kramer reviewed recommend transfers. Director Kramer also recommended closing out WRCC Replacement Fund and rename to WRCC Foundation due to the City now paying items that come up quarterly and also opportunities for donations.

Commissioner Carol Herauf made a motion to approve \$120,000 to be transferred from the Parks and Recreation General Fund to the Parks/Facilities Replacement Fund. Motion duly seconded by Commissioner John Gaffaney. Upon roll call vote, vote was: Ayes: 4; Nays: 0; Absent: 1. Motion Carried.

Commissioner John Gaffaney made a motion to approve \$50,000 to be transferred from the Oil & Gas Fund to the Future Projects Fund. Motion duly seconded by Scott Kovash. Upon roll call vote, vote was: Ayes: 4; Nays: 0; Absent: 1. Motion Carried.

Commissioner Scott Kovash made a motion to approve \$24,630.55 to be transferred from the WRCC Replacement Fund to the West River Community Center Fund. Motion duly seconded by Commissioner Carol Herauf. Upon roll call vote, vote was: Ayes: 4; Nays: 0; Absent: 1. Motion Carried.

Commissioner Carol Herauf made a motion to rename the WRCC Replacement Fund to the WRCC Foundation Fund. Motion duly seconded by Commissioner John Gaffaney. Upon roll call vote, vote was: Ayes: 4; Nays: 0; Absent: 1. Motion Carried.

There being no further business to come before the Board Commissioner Scott Kovash made a motion to adjourn the meeting at 4:30 p.m. Motion duly seconded by Commissioner Carol Herauf. Upon vote, all aye. Motion carried.

PREPARED BY:

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Clerk

APPROVED BY:

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President