

PARK BOARD MEETING

October 10, 2011

Pursuant to due call and order, the Board of Park Commissioners, Dickinson Park District, met for a regular meeting at 4:00 p.m. on Monday, October 10, 2011 at the West River Community Center.

ROLL CALL: Present were Commissioners Mike Lefor, John Gaffaney, Scott Kovash, Carol Herauf and Kelly Cooper. Also present were Director James Kramer, Recreation Manager Ryan Nelson, Park Operations Manager Scott Mack, Facility Operations Manager Xavier Dukart, Attorney Mary Nordsven, and Clerk Leah Hoenke.

APPROVAL OF MINUTES: Commissioner Carol Herauf made a motion to approve the September 8, 2011 Special Meeting minutes along with the September 12, 2011 Regular Meeting and September 29, 2011 Roundtable minutes. Motion duly seconded by Commissioner Scott Kovash. Upon vote, all aye. Motion carried.

CLAIMS: September Claims in the amount of \$394,281.25 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: 5; Nays: 0; Absent: 0. Motion carried.

Parks/Patterson Lake

Patterson Lake Use Summary (Attachment #1) - Director James Kramer reviewed the Patterson Lake Use Summary. He said total revenue year to date is at \$107,576.40 compared to \$89,211.75 at the same time last year. He said the revenue is from cabin leases, camping fees and daily fees. Director Kramer said that even in the first week of October there is still a full campground. He also said that the campers have been notified that we will be shutting down services as weather requires.

Park Reservation Summary (Attachment #2) - Director Kramer reviewed the park shelter reservations for 2011. He said usage is at 171 total reservations with Eagles Park continuing to be the highest use shelters.

Park Operations Manager Report - Park Operations Manager Scott Mack reported that his staff is winterizing parks and facilities. He said they have finished blowing out the irrigation in the parks and are now working on all facilities. He also said that St. John's Lutheran Church recently had their volunteer day and repainted many of our picnic tables and bleachers. Manager Mack also reported that they continue to work on the projects left at the dog park.

Recreation Facilities

Staff Reports (Attachment #3) - For informational purposes.

West River Community Center Membership Update (Attachment #4) - Director James Kramer stated that total memberships at the center are at 5,030 and said that usage is at 20,518 for month of September.

West River Community Center Financial Update (Attachment #5) - Director James Kramer said that total revenue year to date is at \$929,000 which is up from same time last year. He also said expenses are down. Discussion followed.

Facility Operations Manager Report - Facility Operations Manager Xavier Dukart reported that the ice at the Recreation Center is up and running. He said they are working on equipment at the community center, replacing belts on treadmills, etc. and that they will shut down the outside pond in the upcoming week for the season.

Recreation/Facilities Manager Report - Recreation Manager Ryan Nelson reported that all programs are running well, with adult flag football ending soon and youth learn to skate lessons beginning at the Recreation Center.

Facility Manager Report - Facility Manager Matt Mack was absent.

TIMETABLE AGENDA - 4:15 PM - CITIZEN APPRECIATION AWARDS

Director James Kramer said that the Park District oversees over 1500 acres of land and we would like to start recognizing some of the neighboring property owners that help to make our property better. He said the first individual is Mr. David Anderson who's property is adjacent to Gress Softball Complex. He said after the 2009 tornado that ripped through the area, most of the large trees were destroyed that offered a buffer to neighboring property. Director Kramer said that after the tornado Mr. Anderson worked with the forestry department and parks staff to ensure that the trees would be replaced. He said that Mr. Anderson helped to replace over 70 new trees and continues to water and maintain this beautiful park enhancement southeast of

Gress Complex. President Mike Lefor presented Mr. David Anderson with an appreciation plaque for his efforts. Director Kramer said the next award goes to Mr. Rod Kenner who's residence sits at the northeast corner of Rocky Butte Park. He said Mr. Kenner has turned this area into a beautifully landscaped get-a-way with over 20 years of hard work, spraying weeds, faithfully mowing, adding trees and shrubs as well as installing irrigation. Director Kramer said that Mr. Kenner has also served on the forestry committee for many years and is a tremendous parks and recreation advocate. President Mike Lefor presented Mr. Rod Kenner with an appreciation plaque for his efforts. President Mike Lefor thanked the citizens for their hard work and dedication to help keep the neighboring property a place to be proud of.

Projects/Capital Planning

Land Sale (Attachment #6) - Director James Kramer reviewed the undeveloped land across from St. Benedict's Nursing Home. He said the Administrator of the nursing home continues to be interested in purchasing or leasing the land for their use. Attorney Mary Nordsven said that she will look over the plat map and will give the Board a recommendation on how to proceed. Director Kramer said there is no access to this land and is surrounded by private property. Discussion followed.

Golf

Pro Shop Supervisor/Golf Pro Report - Pro Shop Supervisor/Golf Pro Jeremy Davis was absent.

Personnel/Finance/Administration

Addition to Agenda - President Mike Lefor explained that during the Budget Committee's discussions that it was the wish of the committee to give the full-time staff their 2012 salary increases in October. He said the 2012 Budget was approved at the last meeting and now he would like to recommend a motion to begin the employee raises. Director Kramer said that due to some positions that have not been filled, all of the salaries that were budgeted for have not been used and that giving the raises early is a \$5,300 difference. Discussion followed. Commissioner John Gaffaney made a motion to have the 2012 salaries take effect October 1, 2011. Motion duly seconded by Commissioner Kelly Cooper. Upon vote, all aye. Motion carried.

Oil Revenue Worksheet (Attachment #6) - For informational purposes.

Approval of Pledge Securities (Attachment #8) - Commissioner Kelly Cooper made a motion to approve the Pledged Securities. Motion duly seconded by Commissioner Scott Kovash. Upon vote, all aye. Motion carried.

Financial Statement (Attachment #9) - For informational purposes. Director James Kramer reviewed.

Fall Park Board Workshop - Director Kramer said he would like to schedule this workshop and asked for recommendations from the commissioners as to when. President Lefor said he prefers an evening. Director Kramer said he will send out an email of a possible date.

Director's Report - Director James Kramer reported that the land lease agreement for the North Complex between the Park District and the Public Schools needs to be renewed. He said the agreement should have been renewed in 2008, but was not for some reason. He said the school district is in discussions for possibly building two new schools and he would like to lock in this agreement just in case their discussions might include North Complex. He said he will have a new agreement ready for the October Roundtable meeting.

Legal Counsel Report - Attorney Mary Nordsven had nothing further to report.

Adjournment - Commissioner Carol Herauf made a motion to adjourn the meeting at 4:30 pm. Motion duly seconded by Commissioner Scott Kovash. Upon vote, all aye. Motion carried.

PREPARED BY:

APPROVED BY:

Clerk

President