

## REGULAR MEETING October 6, 2008

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 on Monday, October 6, 2008 at 4:00 pm.

ROLL CALL: Present were Commissioners Mike Lefor, Kelly Cooper, John Gaffaney, Carol Herauf and Scott Kovash. Also present were Director James Kramer, Attorney, Mary Nordsvan, Park Operations Manager Scott Mack, Facility Operations Manager Bob Faulhaber, Recreation/Facilities Manager Kevin Klipfel, Pro Shop Supervisor Mickey Jordan and Teri Genzel, Office Supervisor.

APPROVAL OF MINUTES: Commissioner Carol Herauf made a motion to approve the minutes of the regular meeting on September 8, 2008. Motion duly seconded by Commissioner Scott Kovash. Upon vote, all aye. Motion carried.

CLAIMS: September, 2008 Claims in the amount of \$237,943.69 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

Parks Project List (Attachment #1) - Director James Kramer reviewed the Park projects list. Discussion followed.

Patterson Lake Summary (Attachment #2) - Director James Kramer reviewed the usage numbers as well as the financial statement.

Patterson Lake Shower/Restroom Request (Attachment #4) - Director James Kramer is seeking proposals for prefabricated structure to be installed next Spring. Commissioner John Gaffaney made a motion to request proposals for a Family Assist Style Shower/Restroom facility. Motion duly seconded by Commissioner Kelly Cooper.

Park Operations Manager Report - Park Operations Manager Scott Mack reported that they finished the Basketball and Tennis courts at Eagles Park and are currently winterizing all parks and restrooms. They are currently installing a pump at the Leisure Park and Mustang Field before the weather gets cold.

### RECREATION/FACILITY DEVELOPMENT

Staff Reports (Attachment #5) - For informational purposes.

North Pool Summary (Attachment #6) Director James Kramer stated that the North Pool has decreased in usage over the past couple of years and that 67.1% is subsidized. The opening of the summer season was delayed at the North Pool due to some mechanical problems and life guard shortage was an issue throughout the summer season.

Recreation/Facilities Manager Report - Recreation/Facilities Manager Kevin Klipfel reported that the West River Community Center held a Blood Drive, the Dickinson High School Invitational Volleyball Tournament. We are currently on board with Nicha/Healthy Contributions affiliated with Blue Cross and Blue Schield. The program is a reimbursement program if the customer utilizes the facility 12 times per month. In September we signed up 83 people in which 10 were new customers accumulating \$2,500 in new revenue. The Recreation Center had the Coats for Kids, Rabbit Show and car shows. We held the Punt, Pass and Kick in September and Adult Volleyball has also began.

### PROJECTS/CAPITAL PLANNING

Facilities Project List (Attachment #7) - Director James Kramer reviewed the Facilities Project list. Discussion followed.

West River Community Center Financials (Attachment #8) - Director James Kramer reviewed the financial statement, noting total net to date is \$45,000 ahead of last year.

West River Community Center Membership Update (Attachment #9) - Director Kramer compared the membership numbers to the same time last year and added that we are down about 12 members from last year, but usage numbers are up approximately 1,500.

Facility Operations Manager Report - Facility Operations Manager Bob Faulhaber reported that the cooling tower installed at the Recreation Center will be more efficient. The ice has been postponed because of the warm weather this past weekend. They will be finishing up this week. The pool cover at West River Community Center has been installed. The bleachers are going to be installed this week as well.

#### GOLF

Golf Project List (Attachment #10) - Director James Kramer reviewed the golf project list. Discussion followed.

Golf Rounds Update (Attachment #11) - Director James Kramer reported that rounds were steady in September and out year to date total is \$27,048.

Pro Shop Supervisor Report - Pro Shop Supervisor Mickey Jordan reported that the course has slowed down considerably since the college and high school programs are finished. The Last Chance Golf Tournament will be held Sunday, October 11 is the last tournament of the season. Mickey also stated that he is currently having a Blow-Out Sale to move the current apparel. Mickey said that the course is in good shape thanks to Rod and the maintenance crew.

#### PERSONNEL/FINANCE

Oil Revenue Worksheet (Attachment #12) - For informational purposes.

Approval of Pledge Securities (Attachment #13) - Commissioner Kelly Cooper made a motion to approve the pledged securities. Motion duly seconded by Commissioner Carol Herauf. Upon vote, all aye. Motion carried.

Financial Statement (Attachment #14) - Director James Kramer reviewed the golf revenue compared to the same time last year.

Approval of Budget - Commissioner John Gaffaney made a motion to approve the 2009 budget increase with full-time raises to begin October 1. Motion duly seconded by Commissioner Scott Kovash. Upon vote, all aye. Motion carried.

Certification of Levy (Attachment #15) - Commissioner Kelly Cooper made a motion to approve the Certification of Levy. Motion duly seconded by Commissioner Carol Herauf. Upon vote, all aye. Motion carried.

Resolution of Increase (Attachment #16) - Commissioner John Gaffaney made a motion to approve the Resolution of Increase. Motion duly seconded by Commissioner Carol Herauf. Upon vote, all aye. Motion carried.

#### ADMINISTRATION

ESG Update (Attachment #17) - Facility Operations Manager Bob Faulhaber stated that the pool cover needs to be rebalanced and the programming needs to be done yet.

Pay Application (Attachment #18) - Commissioner Carol Herauf made a motion to approve the \$50,000 application. Motion duly seconded by Commissioner Scott Kovash. Upon vote, all aye. Motion carried.

NDRPA Manuals (Attachment #19) - For informational purposes.

DHC, Inc. Agreement (Attachment #20) - Recreation/Facilities Manager Kevin Klipfel stated that DHC, Inc went through the new agreement. There were only a couple of changes stated in #2 terms of usage in which an additional week was added because of the delay of inputting the ice. #3 changed the contract to a 23 week season from a 22 week season. The rates increased from \$30 to \$50/hr schedule events over Public Skate times. Commissioner Carol Herauf made a motion to approve the DHC, Inc. Agreement. Motion duly seconded by Commissioner Scott Kovash. Upon vote, all aye. Motion carried.

Message Center Board (Attachment #21) - Director James Kramer stated that users that utilize the Recreation Center are interested in getting a message board. The Home Builders Association has made a donation and will actively help with the installation. Commissioner Scott Kovash made a motion to approve the Message Center Board Bids. Motion duly seconded by Commissioner Carol Herauf. Upon vote, all aye. Motion carried.

Director Report - Commissioner Scott Kovash inquired on the crack seal on the walking path around leisure park. Director James Kramer stated that they will get a hold of the company and get answers to his questions.

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

There being no further business to come before the Board Commissioner Scott Kovash made a motion to adjourn the meeting at 4:50 p.m. Motion duly seconded by Commissioner Kelly Cooper. Upon vote, all aye. Motion carried.

PREPARED BY:

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Clerk

APPROVED BY:

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President