

REGULAR MEETING  
October 9, 2006

Pursuant to due call and order, the Board of Park Commissioners, Dickinson Park District, met for a regular meeting at West River Community Center at 5:00 p.m., Monday, October 9, 2006.

ROLL CALL: Present were Commissioners Mike Lefor, Carol Herauf, John Gaffaney, Kelly Cooper and Scott Kovash. Also present were Director James Kramer, Recreation/Facilities Manager Kevin Klipfel, Facility Operations Manager Bob Faulhaber, Golf Operations Manager, Lyle Schoch, Attorney Mary Nordsven and Joy Schoch, Clerk.

APPROVAL MINUTES: Commissioner Kelly Cooper made a motion to approve the minutes of the September 11, 2006 regular meeting and the September 29, 2006 roundtable meeting. Motion duly seconded by Commissioner Carol Herauf. Upon roll call vote, all aye. Motion carried.

CLAIMS - September 2006 Claims in the amount of \$202,810.91 were presented for approval. After said claims were reviewed by the Board, Commissioner John Gaffaney made a motion to approve said claims. Motion duly seconded by Commissioner Scott Kovash. Upon roll call vote, vote was:

Ayes: 5(Herauf, Gaffaney, Cooper, Kovash and Lefor)  
Nays: 0  
Absent: 0  
Motion carried.

PARKS

Parks Project List (Attachment #3) - Director James Kramer reviewed the Parks Projects List.

Special Appearance - DHC, Inc. - Outdoor Ice Update - Bryan Kuntz spoke on behalf of the DCH, Inc. He stated that they are currently in the process of building an outdoor rink. He stated they have purchased a compressor from Arena Systems and it should be installed later this week. He said that they have several other things taking place and the group would like to verify that they still have the locker room improvement money and dasher board money available. Discussion was held on the amount that was set aside for this. Commissioner John Gaffaney made a motion to approve the payments discussed above after we get all information back on any fees that might be incurred. Motion duly seconded by Commissioner Scott Kovash. Upon roll call vote, all aye. Motion carried.

More discussion was held on the project. He stated the boards are built and sitting in a quonset. We are working with B & K electric and MDU to get power. We are looking at a water heater and room heater. President Mike Lefor asked about if there were any concerns about a cover. We have looked at some covering, basically a canopy if you will. It is a concern for them. This year we will see how it goes and try to address the cover next year. They are trying to hire someone to be the caretaker during the hours of operation.

DHC, Inc. - Use agreement - (Attachment #1) - Recreation/Facilities Manager Kevin Klipfel noted that the only change to this document from last year is the due date of the payment.

DHC, Inc. - Concession Agreement - (Attachment #2) - Recreation/Facilities Manager Kevin Klipfel reported that there are no changes to this agreement. Commissioner Carol Herauf made a motion to approve the DHC, Inc. Use Agreement and the DHC, Inc. Concession Lease Agreement. Motion duly seconded by Commissioner Kelly Cooper. Upon roll call vote, all aye. Motion carried.

Patterson Lake Financial - (Attachment #4) - Director Kramer reviewed the financial statement for 2006. He discussed what he expects to happen in 2007 with the new fund. The new cabin lease invoices won't go out until January 1, 2007. It is intended to be a self supported fund.

Park Operations Manager Report - Park Operations Manager Bruce Kary was not in attendance at the meeting.

## RECREATION

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

Mustang Baseball Request (Attachment #6) - Director Kramer discussed the fact that Mustang Baseball only dropped off the financial statements this afternoon. He feels it would be better to discuss it at the next roundtable. The board agreed that it should be tabled until the next roundtable.

Recreation/Facilities Manager Report - Recreation/Facilities Manager Kevin Klipfel had nothing to report under recreation.

## FACILITIES

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

North Pool Financial - (Attachment #8) - Director Kramer discussed the 2006 financial statement. Discussion was held on the pros and cons of having an outdoor pool. Discussion was also held on the possibly getting public input. The item was tabled for now and will be readdressed at the upcoming roundtable.

Dickinson Dolphin Swim Team Agreement (Attachment #9) - Recreation/Facilities Manager Kevin Klipfel reported that this is a new use agreement with the swim team. He stated that they have been good to work with. Commissioner John Gaffaney made a motion to approve the Dickinson Dolphin Swim Team Agreement contingent upon them providing their insurance information. Motion duly seconded by Commissioner Carol Herauf. Upon roll call vote, all aye. Motion carried.

AXIA/WRCC Agreement - (Attachment #10) - Recreation/Facilities Manager Kevin Klipfel reported that he is working with the SilverSneakers program and Attorney Mary Nordsven to fine tune this new agreement. It is a program funded for Medicare eligible recipients. They will promote this program at our facility and they make their payments for them. We have discussed this thoroughly with them and made some of the necessary changes with Mary Nordsven. Commissioner Scott Kovash made a motion to approve the AXIA Agreement contingent upon our attorney's final approval. Motion duly seconded by Commissioner Kelly Cooper. Upon roll call vote, all aye. Motion carried.

WRCC Financial Review (Attachment #11) - Director James Kramer reviewed the WRCC financial statement. He stated that the annual/Corporate group revenue is taking a nice trend.

Tennis Addition Update - Director Kramer discussed the timeframe for the tennis addition. The wall panels are going up on walls right now. The roof is slated to start next week and the cement block will start very soon with concrete following that. The sport flooring will be laid approximately 30 days after the cement is finished.

Tennis Addition Pay applications - (Attachment #12) - Director Kramer noted that Denny's has purchased this light fixture for the tennis courts. Director Kramer also stated that he is in full agreement and would recommend approval. -

FF&E List - (Attachment #13) - Director Kramer discussed the contingency. He also went over the FF & E budget list in detail. Discussion followed. Director Kramer stated that at this time he is only ready to approve the quote from Sport Interiors, Inc. for - \$21,640.00 and for \$10,680.00 Commissioner Scott Kovash made a motion to approve the two FF & E quotes listed above for \$32,320.00 to Sport Interiors. Motion duly seconded by Commissioner John Gaffaney. Upon roll call vote, all aye. Motion carried.

Recreation/Facilities Manager Report - Recreation/Facilities Manager Kevin Klipfel reported the upcoming monthly seminar in on osteoporosis. He also reported that we recently started a wellness program for fulltime employees. We gain a 1% reduction in our healthcare premiums and it teaches us healthier lifestyle choices.

Facility Operations Manager Report - Facility Operations Manager Bob Faulhaber reported that he and his crew have fertilized and aerated at West River Community Center and at the Recreation Center. They have painted the lobby and ticket area at the recreation center and ordered new carpet. Mr. Faulhaber reported that the Recreation Center has been very busy. He also reported that the cleaning crew at the West River Community Center has changed its hours of operation. It seems to working well.

#### GOLF

Golf Staff Reports - Attachment #14) - For informational Purposes.

Golf Project List - (Attachment #15) - Director James Kramer reviewed the golf project list.

Golf Rounds Update - (Attachment #16) - Director James Kramer reviewed the golf rounds update.

South Heart Bridge Request - President Mike Lefor reported that the bridge originally was given to the Park District from the county. We no longer have a use for it. I would like to see us give it to them. We have always had a good working relationship with Pheasant Country Golf Course and South Heart. In the future if they sell it they should give us ½ the proceeds. Commissioner Carol Herauf made a motion to approve Heart River Golf Course Operations Manager Lyle Schoch to work with them to give them the bridge. Motion duly seconded by Commissioner Scott Kovash. Upon roll call vote, all aye. Motion carried.

GOLF OPERATIONS MANAGER REPORT - Golf Operations Manager Lyle Schoch first discussed the recent vandalism that took place at Heart River Golf Course. He then reported that the weeds got sprayed this last week by Roy Erikson of Bismarck, North Dakota. He sprayed approximately forty acres and it took about seven hours. He did a very extensive spraying. Discussion on what areas were covered. President Mike Lefor stated that with the vandalism that just took place we need to look into an enhanced security system. Lyle reported that golfers that came to the course showed a great sense of concern and a desire to help. Discussion was held on the possibility of offering a reward for information on the vandalism.

#### PERSONNEL/FINANCE

Oil Revenue Worksheet - (Attachment #17) - For informational purposes only.

Approval of Pledge Securities - (Attachment #18) Commissioner John Gaffaney made a motion to approve the Pledge Securities. Motion duly seconded by Commissioner Carol Herauf. Upon roll call vote, all aye. Motion carried.

Financial Statement - (Attachment #19) - Director James Kramer reviewed the financial statement.

FINAL 2007 BUDGET APPROVAL

1. Certificate of Levy - (Attachment #20)

Ayes: 5 (Herauf, Kovash, Gaffaney, Cooper and Lefor)  
Nays: 0  
Absent: 0  
Motion carried.

2. Resolution for Increased Levies - (Attachment #21)

Ayes: 5 (Herauf, Kovash, Gaffaney, Cooper and Lefor)  
Nays: 0  
Absent: 0  
Motion carried.

ADMINISTRATION

Park Property Sales - Attorney Mary Nordsven reported that she is very close to completing this task. She has dictated a memo to James but has one piece of information regarding the plats that she needs to verify.

Financial/In-Kind Assistance Request Policy - (Attachment #22) - President Mike Lefor stated that he likes this draft. He stated that we need to decide to do this at this at budget time or have a line item in our budget for a set amount dollars only used for requests. He asked which the other Board members preferred. Director Kramer pointed out that this year we included \$10,000 for matching grants in our budget. Discussion was held on what was done in the past. Discussion was held on different options available and the possibility of broadening the scope of the \$10,000 matching grant amount. This item will be tabled until the next roundtable. We will further explore our options.

Consolidated Request - (Attachment #23) - Director Kramer reported that Consolidated is planning to bury cable on Dickinson Parks and Recreation property. They plan to trench from State Avenue to the Mustang office, past the playground and to the Field of Swings. They will clean up all the disturbed areas. Commissioner Scott Kovash made a motion to approve the Consolidated request. Motion duly seconded by Commissioner John Gaffaney. Upon roll call vote, all aye. Motion carried.

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

There being no further business to come before the Board Commissioner Scott Kovash made a motion to adjourn the meeting at 6:05 p.m. Motion duly seconded by Commissioner Carol Herauf. Upon roll call vote, all aye. Motion carried.

PREPARED BY:

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Clerk

APPROVED BY:

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President