

## REGULAR MEETING March 9, 2009

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, March 9, 2009.

ROLL CALL: Present were Commissioners Mike Lefor, John Gaffaney, Carol Herauf and Scott Kovash. Also present were Director James Kramer, Park Operations Manager Scott Mack, Pro Shop Supervisor/Golf Pro Jeremy Davis, Attorney Mary Nordsven and Leah Hoenke, Clerk.

APPROVAL OF MINUTES: Commissioner John Gaffaney made a motion to approve the minutes of the February 9, 2009 Regular Meeting and February 27, 2009 Roundtable Meeting. Motion duly seconded by Commissioner Scott Kovash. Upon vote, all aye. Motion carried.

CLAIMS: February 2009 Claims in the amount of \$345,807.55 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 (Gaffaney, Kovash, Herauf, Lefor); Nays: 0; Absent: 1 (Cooper). Motion Carried.

### PARKS/PATTERSON LAKE

Parks Project List (Attachment #1) - Informational Purposes.

Dog Park Update - Director Kramer reviewed the status on the dog park. He said that after the Public Forum's the committee would like to look at other potential sites when the weather clears up.

Skate Park Update - Director Kramer gave an update on the Skate Park. He said Kadrmaz, Lee and Jackson is currently working on a design and is contracted with American Ramp Company. Director Kramer said that after we receive the design we will move forward from there.

Park Operations Manager Report - Park Operations Manager Scott Mack reported that his staff is working on the new equipment and waiting for spring to arrive to start work outside.

### RECREATION/FACILITY DEVELOPMENT

Staff Reports (Attachment #2) - For informational purposes.

Dickinson Baseball Club, Inc. Agreement (Attachment #3) - Commissioner Carol Herauf made a motion to approve the Dickinson Baseball Club agreement. Motion duly seconded by Commissioner Scott Kovash. Upon vote, all aye. Motion carried.

Recreation/Facilities Manager Report - Recreation/Facilities Manger Kevin Klipfel was not present.

### PROJECTS/CAPITAL PLANNING

Facilities Project List (Attachment #4) - For informational purposes.

West River Community Center Financial Update (Attachment #5) - Director James Kramer reviewed the financial statement. He said that year to date we are at a profit of \$5,794.19. He also said that we are now in repayment for the ESG work that was completed.

West River Community Center Membership Update (Attachment #6) - Director Kramer reported Membership numbers are up slightly from last month, but down slightly from same time last year.

Additional Office Space - Director James Kramer reported that we have a request from Healthy Results Personal Training Services for additional office space in the old game room. He said that we may move some of our staff around to accommodate more offices for the personal trainers. He will keep the Board updated on the progress.

Facility Operation Manager Report - Facility Operations Manager Bob Faulhaber was not present.

### GOLF

Golf Project List (Attachment #7) - For informational purposes.

Golf Rounds Update (Attachment #8) - For informational purposes.

Bridge Replacement Change Order - After reviewing the design for the bridge on Hole #11 the designers noticed that they are not able to widen the deck space. Their recommendation is to go back and re-design. Director Kramer reviewed the photos and said that he will continue to work with York Bridges and will keep the Board updated.

Pro Shop Supervisor/Golf Pro Report - Pro Shop Supervisor/Golf Pro Jeremy Davis reported that he is working on re-arranging the Pro Shop and also said he has sold a few clubs. He stated that he is looking forward to the golf season starting.

PERSONNEL/FINANCE

Oil Revenue Worksheet (Attachment #9) - For informational purposes.

Approval of Pledge Securities (Attachment #10) - Commissioner Scott Kovash made a motion to approve the pledged securities. Motion duly seconded by Commissioner Carol Herauf. Upon vote, all aye. Motion carried.

Financial Statement (Attachment #11) - Director James Kramer reviewed the financial statement. He said that the total fund balance is just under \$10,000 from a year ago.

ADMINISTRATION

ESG Update (Attachment #12) - Director Kramer stated that ESG is currently doing a mechanical equipment analysis to find the cause of problems in the administrative areas and community rooms. He said that more homework needs to be done to find out what the problem is, but they are meeting weekly to work out a resolution.

NDRPA Quarterly Meeting (Attachment #13) - Director Kramer said that the North Dakota Recreation and Parks Association will hold their quarterly meeting in Dickinson April 7-18, 2009. He stated that on the agenda is discussions of the West River Community Center "Lessons Learned for Building Community Facilities". Dickinson Parks and Recreation will share lessons learned and a behind the scenes tour of things they would have done differently. Director Kramer invited the Board to attend any or all of the meeting schedule if they like.

City Tax Exempt Request (Attachment #14) - Director Kramer reviewed a letter from the City of Dickinson on a tax exempt request from Butler Machinery Company. President Mike Lefor said that in the past we have always gone along with the City on these issues.

Other Discussion - Director Kramer reviewed an article from Aquatics International called "Most Pools Fail to Comply with Safety Act". He also updated the Board on the work on our pool drains. He said that we still have not been able to schedule the work at the West River Community Center. He also said that a decision will need to be made regarding the North Pool and that he will put on agenda for next month.

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

There being no further business to come before the Board Commissioner John Gaffaney made a motion to adjourn the meeting at 4:18 p.m. Motion duly seconded by Commissioner Scott Kovash. Upon vote, all aye. Motion carried.

PREPARED BY:

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Clerk

APPROVED BY:

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President