

REGULAR MEETING / PUBLIC HEARING
May 14, 2007

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 5:00 p.m. Monday, May 14, 2007.

ROLL CALL: Present were Commissioners Mike Lefor, John Gaffaney, Carol Herauf, Scott Kovash and Kelly Cooper. Also present were Director James Kramer, Park Operations Manager Bruce Kary, Recreation/Facilities Manager Kevin Klipfel, Facility Operations Manager Bob Faulhaber, Attorney Mary Nordsvan and Leah Hoenke, Clerk.

APPROVAL OF MINUTES: Commissioner Kelly Cooper made a motion to approve the minutes of the April 9, 2007 Regular Meeting, April 27, 2007 Roundtable Meeting and May 2, 2007 Special Meeting. Motion duly seconded by Commissioner Carol Herauf. Upon vote, all aye. Motion carried.

CLAIMS: April 2007 Claims in the amount of \$377,773.41 were presented for approval. Commissioner Carol Herauf made a motion to approve said claims. Motion duly seconded by Commissioner John Gaffaney. Upon roll call vote, vote was:

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

PARKS/PATTERSON LAKE

Parks Project List (Attachment #1) - Director James Kramer reviewed the Parks Projects List and stated that there is nothing new to report. Commissioner Scott Kovash inquired as to the status of disc golf at Jaycee Park. Director Kramer replied that the baskets have all been refurbished and Darryl Nodland is redesigning the disc golf course. He said this should be done by this summer.

R/C Park (Attachment #2) - Director Kramer presented the proposal from Kevin Guthrie regarding the Remote Control Car Track at Gress Softball Complex. Director Kramer stated that Kadrmas, Lee and Jackson is verifying that we do not need a deed for this area. He explained that he would like to get the area neighbors involved to get their opinion on the proposed site. Director Kramer also mentioned that he is checking on the liability insurance. Kevin Guthrie was also present and said he would be willing to demonstrate the noise level if needed. Mr. Guthrie also said that their goal is to build the track this year and be open by next year.

North Dakota Game and Fish Agreement (Attachment #3) - Director Kramer explained that this is an ongoing cost sharing agreement with the Game and Fish Department. This agreement included the handicap access that was put in at the Dickinson Dike. Director Kramer explained that for this project the Game and Fish will fund a percentage with the Southwest Anglers matching funds and Dickinson Parks and Recreation will maintain the Dike. Commissioner Carol Herauf made a motion to approve the North Dakota Game and Fish Agreement. Motion duly seconded by Commissioner Kelly Cooper. Upon vote, all aye. Motion carried.

Park Operations Manager Report - Park Operations Manager Bruce Kary reported that they are working on getting Patterson Lake Recreation Area ready for the Memorial Weekend opening. They are also working on getting the irrigations systems up and running for the season along with agri-lime projects being completed.

RECREATION/FACILITY DEVELOPMENT

Staff Reports (Attachment #4) - For informational Purposes.

Summer Registration Update - Director James Kramer reported the summer registration numbers to date are 764 with 285 being online registrations. This is compared to last year's numbers from the same time as 726 with 255 being online registrations. Director Kramer stated that our online registration is growing and that we have had a positive response to the online process.

Recreation/Facilities Manager Report - Recreation/Facilities Manager Kevin Klipfel reported that the West River Community Center has been very busy with school field trips. He reported that there is an upcoming group fitness instructor training and a bike race utilizing the parking lot. Manager Klipfel reported that the Rec Center has slowed down for now and will be busy with upcoming summer programs.

PROJECTS/CAPITAL PLANNING

Facilities Project List (Attachment #5) - Director James Kramer said that this is for informational purposes and that there is nothing new to report.

West River Community Center Financial (Attachment #6) - Director James Kramer reviewed the financial statement and pointed out the comparison for the last two years. He stated that May will be a big revenue month with corporate and charter member renewals.

West River Community Center Tennis Update - Director Kramer said that we need to close out the remaining items on the punch list and by the June meeting everything should be all wrapped up. He stated that we will need to begin looking at the golf portion.

Dickinson Hockey Club, Inc. Ice Time Request - Director Kramer said that the annual Ag Show that is normally held in the Rec Center in the spring has been discontinued. Therefore, he recommends that the Board put together a committee to look at this issue. President Mike Lefor appointed Director James Kramer, Recreation/Facility Operations Manager Kevin Klipfel and Commissioner Carol Herauf to look into the Hockey Club's request.

Recreation/Facilities Manager Report - Recreation/Facilities Manager Kevin Klipfel has nothing new to report.

Facility Operations Manager Report - Facility Operations Manager Bob Faulhaber reported that they have been cleaning up from the spring shows in the Rec Center and are currently working on seeding the grass at WRCC and the Rec Center. He also reported that they are getting the North Pool ready for the season and working on finishing the punch list in the tennis addition.

GOLF

Golf Project List (Attachment #7) - For informational purposes. Director James Kramer said there is nothing new to report.

Golf Rounds Update (Attachment #8) - Director James Kramer reported that the golf course took a hit in the month of April due to inclement weather and so far the month of May has started out very well.

Irrigation Project Update (Attachment #9) - Director Kramer reviewed the golf course irrigation project and said that the project should be completed by the end of May.

Irrigation Project Pay Applications (Attachment #10, 11) - Director Kramer reviewed the pay applications:

Irrigation Design Associates - Phase 4 of construction in the amount of \$9,103.43 - Commissioner John Gaffaney made a motion to approve the \$9,103.43 pay application to Irrigation Design Associates. Motion duly seconded by Commissioner Carol Herauf. Upon vote, all aye. Motion carried.

United Golf, LLC - Contract to date in the amount of \$182,581.92 - Director Kramer said that this a normal scheduled payment with the architects approval. Commissioner Scott Kovash made a motion to approve the \$182,581.92 pay application to United Golf. Motion duly seconded by Commissioner Kelly Cooper. Upon vote, all aye. Motion carried.

Annual Water Contract (Attachment #12) - Director Kramer reviewed the Annual Water Contract with the Bureau of Reclamation for irrigation purposes at Park District facilities. Director Kramer said the contract is for \$6,000 but is working on negotiating below \$6,000. He recommends the Board approve the contract up to \$6,000. Commissioner Kelly Cooper made a motion to approve the Annual Water Service Contract with the Bureau of Reclamation for up to \$6,000. Motion duly seconded by Commissioner Scott Kovash. Upon vote, all aye. Motion carried.

Security System Update - Director Kramer reported that he is working with a vendor and should be able to keep the system at or below the money that was generated from donations.

Golf Course Superintendent Report - Golf Course Superintendent Steve Eastgate was not present.

PERSONNEL/FINANCE

Oil Revenue Worksheet (Attachment #13) - For informational purposes only.

Approval of Pledge Securities (Attachment #14) - Commissioner John Gaffaney made a motion to approve the Pledge Securities. Motion duly seconded by Commissioner Carol Herauf. Upon vote, all aye. Motion carried.

Financial Statement (Attachment #15) - Director Kramer reviewed the financial statement and pointed out that there will be a health insurance increase.

PUBLIC HEARING - 5:30 P.M.

President Mike Lefor opened the Public Hearing at 5:30 p.m. regarding the recent vandalism at Eagles Skate Park that has been addressed at other meetings. Mandy Zastoupil was present to show support for the Dickinson Skaters Association (DSA). Ms. Zastoupil said that the DSA wants to improve and help maintain the skate park and that they have fought hard to stop the vandalism. She said that if we all work together Dickinson can benefit by building a better facility that is beneficial to everyone. Ms. Zastoupil presented examples of other skate park facilities in other communities that have been successful. She also said that the DSA agrees that Eagles Park is not a good location for a skate park. She said that the DSA has looked into different kinds of grants to help with funding and that DSA is willing to provide any other information needed to help build a better, well organized park. Commissioner John Gaffaney asked Ms. Zastoupil what locations they recommend. Ms. Zastoupil said that they have looked at Turtle Park, Jaycee Park and their favorite location would be behind the Rec Center and that DSA would like the facility to be in a well lit, well traveled area. President Mike Lefor thanked Ms. Zastoupil for addressing the board. Denise Sayler who resides at 2nd Avenue Southwest addressed the Board and said that she agrees with DSA but that her main concern is the traffic in the neighborhood. She said that moving the skate park out of a residential area would be a great benefit to the community. Other community members spoke in favor of moving the skate park. Nicole Volesky said that the facility needs to be supervised possibly with volunteers. A Dickinson police officer spoke on behalf of the Dickinson Police Department and said that they fully support the relocation of the park and that they have spent many man hours trying to solve this problem. Ellie Papineau of Badlands Human Services spoke in favor of moving the skate park to a high

visible location where these talented skaters can be recognized for their talents. Officer Ron Van Doorne of the Dickinson Police Department said that the problems at the skate park are not coming from the actual skate park users and that he fully supports DSA. Ken Kubischta also spoke in favor of moving the skate park to a highly visible location where the skateboarders can show off their talents and he believes that the skate park should be implemented into Dickinson Parks and Recreation programs. He said that these kids are a positive asset to the community. Commissioner Carol Herauf thanked the audience for making this a positive meeting. President Mike Lefor thanked the DSA for their hard work and efforts. He said that it is not the intention of the Park District to close the facility, but to make it a better one. Commissioner John Gaffaney commended DSA for their efforts. Commissioner Scott Kovash also thanked DSA and said that he agrees the skate park should be left open. Director James Kramer said that there is a lot of assumed liability with a supervised facility. President Mike Lefor appointed a committee of Director Kramer and Commissioner John Gaffaney along with members of the police department and DSA to meet with the understanding that the skate park will be relocated. Commissioner Carol Herauf made a motion to relocate the skate park. Motion duly seconded by Commissioner Kelly Cooper. Upon roll call vote, vote was:

Ayes: 5 (Herauf, Kovash, Lefor, Gaffaney, Cooper)

Nays: 0

Motion Carried.

ADMINISTRATION

Employee Benefits & Policy Manual (Attachment #16) - Director James Kramer presented the changes to the employee benefits and policy manual. He said that there is an addition of an Internet/E-mail Policy and a change to the current work week of Thursday to Wednesday has now been changed to Sunday through Saturday. Other changes were recommendations from Attorney Mary Nordsven. Commissioner John Gaffaney made a motion to accept the revised Employee Benefits and Policy Manual. Motion duly seconded by Commissioner Kelly Cooper. Upon vote, all aye. Motion carried.

Patterson Lake Management Agreement (Attachment #17) - Director Kramer explained that this agreement maps out the partnership between the Park District and the Bureau of Reclamation. Attorney Mary Nordsven said that she has no changes. Director Kramer stated that he and Commissioner Kovash will meet with representatives from the Bureau to finalize the agreement.

Softball Concessions Lease (Attachment #18) - Director Kramer presented the annual lease agreement for concessions at the softball complexes. He said that we are having a problem keeping a vendor due to the low traffic, but said that we would offer vending machines at both complexes. The current concessionaire, Dr. Krieg will be catering for tournaments only. Commissioner Scott Kovash made a motion to approve the Softball Concessions Agreement. Motion duly seconded by Carol Herauf. Upon vote, all aye. Motion carried.

Director Report - Director Kramer gave an update on the Mustang Baseball Complex awning and said that they are getting closer, but want to take it slow and make sure it looks right. President Mike Lefor said that it is important to make sure we are not rushing things to benefit outside groups. Director Kramer also said that the next roundtable meeting will be held at the golf course and that we will have a tour of the golf course irrigation project. He also reminded the Board that our next regular meeting will be the start of our summer meetings to be held at 8:00 a.m.

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

There being no further business to come before the Board Commissioner Carol Herauf made a motion to adjourn the meeting at 5:40 p.m. Motion duly seconded by Commissioner Scott Kovash. Upon vote, all aye. Motion carried.

PREPARED BY:

Clerk

APPROVED BY:

President