

**PARK BOARD MEETING**  
**May 9, 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, May 9, 2011 at the West River Community Center.

ROLL CALL: Present were Commissioners Mike Lefor, Kelly Cooper, and Scott Kovash. Also present were Director James Kramer, Recreation/Facilities Manager Ryan Nelson, Park Operations Manager Scott Mack, Facility Operations Manager Xavier Dukart, Pro Shop Supervisor/Golf Pro Jeremy Davis, Attorney Hope and Clerk Leah Hoenke. Commissioners John Gaffaney and Carol Herauf were absent.

APPROVAL OF MINUTES: Commissioner Scott Kovash made a motion to approve the April 11, 2011 Regular Meeting minutes along with the April 29, 2011 Roundtable minutes. Motion duly seconded by Commissioner Kelly Cooper. Upon vote, all aye. Motion carried.

CLAIMS: April Claims in the amount of \$550,808.63 were presented for approval. Commissioner Kelly Cooper made a motion to approve said claims. Motion duly seconded by Commissioner Scott Kovash. Upon roll call vote, vote was: Ayes: 3; Nays: 0; Absent: 2. Motion carried.

Parks/Patterson Lake

Park Operations Manager Report - Park Operations Manager Scott Mack reported that they are trying to stay on top of things. He said they are very busy with field preparations, mowing, thatching of parks and day to day maintenance.

Recreation Facilities

Staff Reports (Attachment #1) - For informational purposes.

West River Community Center Membership Update (Attachment #2) - Director Kramer reviewed.

West River Community Center Financial Update (Attachment #3) - Director Kramer reviewed. Admission fees up substantially. Total revenue year to date is 483,263.00.

Use Agreements - Recreation/Facilities Manager Ryan Nelson reviewed all use agreements. He said they will all begin on May 9, 2011 and end on February 29, 2012. He said between him and Attorney Mary Nordsven's recommendations they revised each agreement appropriately.

Dickinson Baseball Club Use Agreement (Attachment #4) - Commissioner Scott Kovash made a motion to approve the Dickinson Baseball Club Use Agreement. Motion duly seconded by Commissioner Kelly Cooper. Upon vote, all aye. Motion carried.

Dickinson Baseball Club Concessions Use Agreement (Attachment #5) - Commissioner Kelly Cooper made a motion to approve the Dickinson Baseball Club Concessions Use Agreement. Motion duly seconded by Commissioner Scott Kovash. Upon vote, all aye. Motion carried.

Dickinson Diamonds Use Agreement (Attachment #6) - Some changes were made as to the cleanup of North Complex storage and office. The old agreement did not have clarification that it is a joint storage and the responsibilities of each party. Commissioner Scott Kovash made a motion to approve the Dickinson Diamonds Use Agreement. Motion duly seconded by Commissioner Kelly Cooper. Upon vote, all aye. Motion carried.

Mustang Baseball Use Agreement (Attachment #7) - The biggest change with this agreement was with Field of Swings Section 15. In the past it was a separate agreement and is now combined with the Mustang Baseball Use Agreement. Commissioner Kelly Cooper made a motion to approve the Mustang Baseball Use Agreement. Motion duly seconded by Commissioner Scott Kovash. Upon vote, all aye. Motion carried.

Facility Operations Manager Report - Facility Operations Manager Xavier Dukart reported that his staff is keeping up with day to day maintenance along with changing filters on air handling units. He also said that the shower faucets at WRCC are finally fixed. It took a couple months to find what the problem was, but now is happy to report that they are working properly.

Recreation/Facilities Manager Report - Recreation/Facilities Manager Ryan Nelson reported that most of the major events are finished at Rec Center and now he is focusing on getting programs and events ready for summer.

#### Projects/Capital Planning

Projects Review - No discussion or action taken.

#### Golf

Tournament Schedule (Attachment #8) - Director James Kramer reviewed the 2011 Tournament Schedule at Heart River Golf Course. He said this year we have a new tournament, which is the Women's State Championship scheduled for July 21-22 with an estimated that 40-60 ladies taking part. Director Kramer said he wanted to provide the tournament schedule to the Commissioners to show that the tournaments do not take away from public play. Discussion was held on moving some of these tournaments to weekdays, but it may cause the course to lose revenue. The standard tournaments that we have help to drive our revenue and help maintain the course and most of them do not cause a closed course.

Pro Shop Supervisor/Golf Pro Report - Pro Shop Supervisor/Golf Pro Jeremy Davis reported that the driving range is now open and that the last few days have been very busy with tee times completely booked.

#### Personnel/Finance/Administration

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 Kelly Cooper. Upon vote, all aye. Motion carried.

Financial Statement (Attachment #11) - Director James Kramer pointed out the Community Center Fund. He said there is a big turn-around from last year to this year's revenue. He also stated that April's golf course revenue doesn't look too bad and that we are ahead of last year.

Director's Report - Director Kramer reported that Recreation/Facilities Supervisor Eric Kittelson has resigned and that we will be advertising for his position. He also talked about how many people are out using our facilities with the recent nice weather.

Legal Counsel Report - Attorney Hope was present to sit in for Attorney Nordsvan. Nothing to report.

Adjournment - Commissioner Kelly Cooper made a motion to adjourn the meeting at 4:20 pm. Motion duly seconded by Commissioner Scott Kovash. Upon vote, all aye. Motion carried.

PREPARED BY:

APPROVED BY:

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Clerk

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President