

REGULAR MEETING
July 9, 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 8:00 a.m. Monday, July 9, 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 Scott Mack, Recreation/Facilities Manager Kevin Klipfel, Facility Operations Manager Bob Faulhaber, Golf Course Superintendent Steve Eastgate, Attorney Mary Nordsven and Leah Hoenke, Clerk.

APPROVAL OF MINUTES: Commissioner Kelly Cooper made a motion to approve the minutes of the June 11, 2007 Regular Meeting and June 29, 2007 Roundtable Meeting. Motion duly seconded by Commissioner John Gaffaney. Upon vote, all aye. Motion carried.

CLAIMS: June 2007 Claims in the amount of 295,453.64 were presented for approval. Commissioner John Gaffaney made a motion to approve said claims. Motion duly seconded by Commissioner Carol Herauf. Upon roll call vote, vote was: Ayes: 5 (Herauf, Lefor, Gaffaney, Cooper, Kovash); Nays: 0; Absent: 0. Motion Carried.

PARKS/PATTERSON LAKE

Parks Project List (Attachment #2) - Director James Kramer reviewed the Parks Project List and pointed out that Darrell Nodland has finished designing the disc golf course at Jaycee Park. He said that this course will be a 9-hole course designed for youth and beginners.

Park Operations Manager Report - Park Operations Manager Scott Mack reported that they are keeping up with daily maintenance. He also stated that they finished putting in a handicap swing at Optimist Park along with removing the sand and putting wood chips in its place. President Mike Lefor complimented Manager Scott Mack for how good the ballpark looks and how well he works with the coaching staff.

RECREATION/FACILITY DEVELOPMENT

Staff Reports (Attachment #3) - For informational Purposes.

Recreation/Facilities Manager Report - Recreation/Facilities Manager Kevin Klipfel reported that the West River Community Center has been slow with the warm weather and that the community center celebrated its millionth customer in June. WRCC user Gene Glasser was given a free annual membership along with other complimentary items. It was also stated that WRCC completed its first month of personal training services with Healthy Results and so far have been very well received. Manager Klipfel also reported that Patterson Lake has been very busy with daily visitors and that the week of July 16-20 will be our Citizen Appreciation Week.

PROJECTS/CAPITAL PLANNING

Facilities Project List (Attachment #4) - Director James Kramer reviewed upcoming projects such as the retention pond work at WRCC will begin the third week in July. He also stated that the parking lot lines were repainted and tree and shrub replacement work has also been completed at the Rec Center and WRCC.

West River Community Center Financial (Attachment #5) - Director James Kramer reviewed the financial statement and pointed out that the June 2007 revenue was down compared to last three years which is due to more users paying on a monthly basis rather than upfront.

West River Community Center Tennis (Attachment #6) - Director Kramer reviewed the tennis addition financial statement and presented the final pay application from CA Contracting for approval.

Pay Application from CA Contracting in the amount of \$31,229 for complete pay off of CA Contracting. Commissioner Kelly Cooper made a motion to approve the \$31,229 pay application from CA Contracting. Motion duly seconded by Commissioner Carol Herauf. Upon vote, all aye. Motion carried.

West River Community Center Golf (Attachment #7) - Director Kramer stated that there is \$23,000 in the FF&E budget allocated towards the golf room. He presented two estimates for approval. The first estimate is from Denny's Electric in the amount of \$3,300 for lighting in the golf area. Commissioner Scott Kovash made a motion to approve the \$3,300 estimate from Denny's Electric. Motion duly seconded by Commissioner John Gaffaney. The next estimate is from Denny's Electric in the amount of \$4,600 for convection heaters in golf room. Commissioner John Gaffaney made a motion to approve the \$4,600 estimate from Denny's Electric. Motion duly seconded by Commissioner Kelly Cooper. Upon vote, all aye. Motion carried.

SPECIAL APPEARANCE - 8:15 A.M.

(Attachment #1) - Kevin Thompson, Director of Dickinson State University Alumni Foundation was on hand to present the plans for Badlands Activities Center to replace DSU's Whitney Stadium. Mr. Thompson explained that the reason for the new building is due to an aging facility that can no longer meet the needs of DSU and the community of Dickinson. He said that the Alumni Association is spearheading a Joint Powers Agreement with four public agencies and five private agencies to provide funds for the project. It was also stated that their goal is to have all agencies sign the Joint Powers Agreement by July 31, 2007. President Mike Lefor said that he thinks it is a good project and would like Attorney Nordsven to review the agreement along with Director James Kramer to

provide a list of possible uses that this new building will benefit Dickinson Parks and Recreation. President Lefor stated that we will put the Joint Powers Agreement on the July 27 Roundtable agenda for approval.

West River Community Center Annual Shut Down - Director Kramer stated that the West River Community Center's annual shut-down for maintenance and repairs will be the week of August 13.

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

Facility Operations Manager Report - Facility Operations Manager Bob Faulhaber has nothing new to report.

GOLF

Golf Project List (Attachment #8) - Director James Kramer reviewed the golf project list. He said that they are fine tuning the irrigation project and will present final pay applications at the next meeting. Director Kramer also stated that the next priority is to replace the deck at the clubhouse. It was also stated that he will include timelines on the next month's project list.

Golf Rounds Update (Attachment #9) - Director James Kramer reported that golf rounds were down the month of June as well as cart traffic.

Golf Course Superintendent Report - Golf Course Superintendent Steve Eastgate reported that he has been focusing on getting the bunkers cleaned up. He also said he is having trouble with losing staff due to various reasons. He also stated that he has had some issues with the new irrigation system and is looking forward to an upcoming computer training that will better enable him to use the new system to our advantage. Commissioner Scott Kovash said that he has had a few complaints regarding the fairways not being mowed and weeds on the course. Superintendent Steve Eastgate replied that he is aware of the problems and that it goes back to a shortage of staff this time of year.

PERSONNEL/FINANCE

Oil Revenue Worksheet (Attachment #10) - For informational purposes only.

Approval of Pledge Securities (Attachment #11) - Commissioner Carol Herauf made a motion to approve the Pledge Securities. Motion duly seconded by Commissioner Kelly Cooper. Upon vote, all aye. Motion carried.

Financial Statement (Attachment #12) - Director Kramer reviewed the financial statement and said that the Future Project Fund has been more active due to planned projects.

ADMINISTRATION

Director Report - Director Kramer gave an update on the R/C Park. He said that he will have a use agreement ready for the next meeting. Director Kramer also reported that the Skate Park Committee is still working on a site and will be working on a fundraising plan. Commissioner Scott Kovash inquired as to the status of the security system at the golf course. Director Kramer said that we are at a stand still until all parties at the golf course agree as to what type of system we need. Commissioner Carol Herauf asked if we are still having a problem with the shortage of lifeguards. Recreation/Facilities Manager Kevin Klipfel replied that we still have a shortage and that we are only able to keep the North Pool open during the day and evenings have been cancelled. Commissioner Carol Herauf also inquired as to the progress of the plans for the trail out to Patterson Lake. Director Kramer said that he has not heard anything further on the subject.

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

There being no further business to come before the Board Commissioner Kelly Cooper made a motion to adjourn the meeting at 9:10 a.m. Motion duly seconded by Commissioner John Gaffaney. Upon vote, all aye. Motion carried.

PREPARED BY:

Clerk

APPROVED BY:

President