

REGULAR MEETING September 8, 2008

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, September 8, 2008.

ROLL CALL: Present were Commissioners Mike Lefor, Scott Kovash, Carol Herauf, and Kelly Cooper. Also present were Director James Kramer, Recreation/Facilities Manager Kevin Klipfel, Facility Operations Manager Bob Faulhaber, Park Operations Manager Scott Mack, Pro Shop Supervisor Mickey Jordan, Attorney Mary Nordsven, and Leah Hoenke, Clerk. Commissioner John Gaffaney was absent.

APPROVAL OF MINUTES: Commissioner Scott Kovash made a motion to approve the minutes of the regular meeting on August 11, 2008, special meeting on August 21, 2008 and roundtable meeting on August 28, 2008. Motion duly seconded by Commissioner Carol Herauf. Upon vote, all aye. Motion carried.

CLAIMS: August 2008 Claims in the amount of \$307,142.24 were presented for approval. Commissioner Kelly Cooper made a motion to approve said claims. Motion duly seconded by Commissioner Carol Herauf. Upon roll call vote, vote was: Ayes: 4 Nays: 0; Absent: 1. Motion Carried.

PARKS/PATTERSON LAKE

Parks Project List (Attachment #1) - Director Kramer stated that the project lists have not been updated, but will be available at the October meeting.

Park Operations Manager Report - Park Operations Manager Scott Mack reported that his staff has been working on the Mustang Complex irrigation system along with removing the big tank. He also said they have been putting up new signage at Patterson Lake and getting ready to blow out all of the District's irrigation for the season.

RECREATION/FACILITY DEVELOPMENT

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

Recreation/Facilities Manager Report - Recreation/Facilities Manager Kevin Klipfel reviewed all of the events that took place at the Rec Center during the month of August. He also reported that the Dolphins Swim Team has hired a new coach, Lyle Koller who is also one of our staff lifeguards. Manager Klipfel said they working with the swim team for the upcoming swim meets in September. He also said the community center has kicked off the new health club credit program and that he will have numbers available for next months meeting.

PROJECTS/CAPITAL PLANNING

Facilities Project List (Attachment #3) - No project list available.

West River Community Center Financials (Attachment #4) - For informational purposes.

West River Community Center Membership Update (Attachment #5) - For informational purposes.

President Mike Lefor reported that we received notice from MDU that we will be receiving a credit due to taxes that have been charged to us and shouldn't have been. He said this should eliminate September's utility bill.

Facility Operations Manager Report - Facility Operations Manager Bob Faulhaber reported that last month's annual shut-down went very well. He said that ESG will be installing the lap pool blanket on September 29th.

GOLF

Golf Project List (Attachment #6) - No project list available.

Golf Rounds Update (Attachment #7) - Director James Kramer reported August's golf rounds at 5,046. He said this number shows a decrease in rounds compared to previous years, but revenue has increased. President Lefor stated that the revenue dollars show that the golf course is doing well.

Pro Shop Supervisor Report - Pro Shop Supervisor Mickey Jordan reported that things have settled down. He said they had 148 golfers for the Labor Day Classic. He also reported that the Last Chance Golf Scramble will be held October 12. He stated that he is working on ordering merchandise and will stock up for the holiday season. Director Kramer stated that he sat down with Steven Halvorson from API and Mr. Halvorson said that this year's API tournament was very successful. President Lefor complimented the golf course staff on the recent tournaments. He said he has received numerous compliments.

PERSONNEL/FINANCE

Oil Revenue Worksheet (Attachment #8) - For informational purposes.

Approval of Pledge Securities (Attachment #9) - Commissioner Carol Herauf made a motion to approve the pledged securities. Motion duly seconded by Commissioner Scott Kovash. Upon vote, all aye. Motion carried.

Financial Statement (Attachment #10) - Director James Kramer reviewed the financial statement.

Approval of 2009 Preliminary Budget (Attachment #11) - President Mike Lefor said that he believes the budget committee did a good job in managing the financial issues of the District. He said that some of the major issues were a 20% increase in health insurance along with increase in utilities and minimum wage. He also pointed out that Dickinson Park District is number 11 out of 11 major North Dakota cities in mill levies and that 28% of our revenue is from property taxes and 72% is from user fees. He stated that all of these things brought challenges when working with the budget process. Director Kramer said that he will schedule a public hearing on the preliminary budget for September 26 and then will need approve the final budget at October's meeting. Commissioner Kelly Cooper made a motion to approve the Notice of Preliminary Budget. Motion duly seconded by Commissioner Carol Herauf. Upon roll call vote, vote was: Ayes: 4 Nays: 0; Absent: 1. Motion Carried.

ADMINISTRATION

Dental Plan Premium Rebate (Attachment #12) - Director James Kramer stated that we have received a rebate of the dental plan premiums due to a surplus in revenue reserves. He said that they are refunding 5 ¼ months of premiums of which most of this refund will go back to the employees based on the amount each employee paid.

ESG Update (Attachment #13) - Director Kramer reported that the lap pool blanket will be completed the last week of September and that we will begin our first year of utility payments in January 2009 and then will be able to see the cost savings from the ESG projects.

ESG Pay Application (Attachment #14) - Director Kramer presented a pay application for approval in the amount of \$75,000 for work completed. Commissioner Scott Kovash made a motion to approve the \$75,000 pay application to Energy Services Group, LLC. Motion duly seconded by Commissioner Kelly Cooper. Upon vote, all aye. Motion carried.

Director Report - Director James Kramer commented on a letter received from Conway Marvin who brought in a group to tour the West River Community Center. This group came in to tour as they are planning the building a similar center. The comments were "We don't believe we've viewed a more efficient, smooth running, and cost effective program such as yours. We are particularly impressed with the way they center combines entertainment and education with the promotion of health and well-being."

Legal Counsel Report - Attorney Mary Nordsvan had nothing further to report.

There being no further business to come before the Board Commissioner Carol Herauf made a motion to adjourn the meeting at 4:25 p.m. Motion duly seconded by Commissioner Scott Kovash. Upon vote, all aye. Motion carried.

PREPARED BY:

Clerk

APPROVED BY:

President