

## Minot Park District Board Meeting

July 19, 2022

The Minot Park Board met on July 19, 2022 at 6:30pm in room 203 of the Minot Municipal Auditorium. Members present: Ken Kitzman, Justin Hammer, Perry Olson, Mike Schmitt and Cliff Hovda. Ron Merritt and Elly DesLauriers were also present.

### Person Appearances:

Nick Zahn presented in front of the Minot Park Board to request the date of June 10, 2023 to host a golf tournament at the Souris Valley Golf Course in memory of Kirk Elm. Zahn reported they hope to rotate the tournament to three different courses around the Minot community. The last two years the tournament was a big success with 144 golfers.

Motion by Schmitt, second by Hovda to approve June 10, 2023 for the Kirk Elm Tournament. Motion carried.

Motion by Olson, second by Hammer to approve the minutes from the June 21 board meeting and the July 7 special meeting. Motion carried.

Motion by Hovda, second by Schmitt to approve the bills in the amount of \$1,066,126.97.

Commissioner Hovda questioned how the bill approval process worked by staff. Executive Director, Ron Merritt reported that the bills are initially approved by department heads then by Director of Operations, Jarrod Olson followed by our Accountant, Calyn Beckman and then Merritt.

Motion to approve the bills by Olson who then rescinded his motion due to the prior motion.

On roll call all members voted yes to approve bills in the amount of \$1,066,126.97.

Motion by Olson, second by Schmitt to approve the salaries in the amount of \$389,977.74. On roll call, all members voted yes.

### Financials:

Beckman reported he expects a draft of the 2021 audit within a few weeks. Commissioner Hammer inquired if the financials were reported year to date or month to month. Beckman reported they were year to date.

### Department Head Reports

Souris Valley Golf Pro, Steve Kottsick reported there is now a combination set of tee boxes at the Souris Valley Golf Course. Souris Valley Golf Course Superintendent, Mike Chrest reported the course has been busy with tournaments and the course is in great shape. Roosevelt Park Zoo Director, Jeff Bullock reported that the Roosevelt Park Zoo will open at noon on Saturday after the State Fair Parade. Commissioner Olson inquired why the zoo numbers were down this year. Bullock reported due to the late start and weather conditions early in the season. The summer months have been above 2021 numbers. MAYSA Arena Manager, Bob Gillen reported that the MAYSA group has granted \$6,000.00 to update the flooring in the original lobby bathroom. Director of Marketing and Development, Elly DesLauriers reported they received a grant for \$210,000.00 from the Recreation Trails Program for phase two of the Outdoor Recreation Area. Adult Recreation Coordinator, Tom Landsiedel reported they are preparing for the ND State Fair Softball Tournament with 42 teams registered. Youth

Recreation Coordinator, Ann Nesheim reported there are three weeks left for summer recreation programs and it has been a good summer for them. Nesheim also reported that the Aflac Tournament went well with 52 teams. Minot Parks Tennis Pro, Marc White reported that the learn to play youth summer classes are going really well and very well attended.

DesLauriers presented the plans for the Adopt a Lot addition at the Roundabout at the intersection of 13<sup>th</sup> Street SE and 31<sup>st</sup> Avenue SE. DesLauriers reported this would be similar to the previous Adopt a Lot locations that would be planted by the Pollinator Garden group and watered by horticulture staff.

Motion by Olson, second by Hammer to approve the addition of Adopt a Lot on the Roundabout at the intersection of 13<sup>th</sup> Street SE and 31<sup>st</sup> Avenue SE. Motion carried.

DesLauriers reported on the Superfund Site. She reported they had a conference call with Senators Hoevens office, and they are extremely motivated to get the superfund site released to the City of Minot. We will continue to work with them until this is completed.

Director Merritt reported on the Holiday Calendar at the boards request. Merritt reported the only additional day on the City of Minot's Holiday calendar is Martin Luther King Jr Day.

Motion by Schmitt, second by Hammer to add Martin Luther King Jr Day to the Minot Park District Holiday Calendar. Motion carried.

Motion by Schmitt, second by Olson to approve the administratively approved alcohol permits. Motion carried.

#### Directors Report:

Merritt reported we needed to set up a meeting to discuss the preliminary budget. President Kitzman set August 10 at 4:00pm for a preliminary budget meeting.

Merritt proposed a Flock Reduction Hunt Proclamation for August 23 at the Souris Valley Golf Course.

Merritt reported that phase one is almost complete at the Outdoor Recreation Area and they are currently working on punch list items. At this time benches and signage will be delayed but we will open as soon as possible.

Merritt reported we will be hosting the NDRPA State Conference September 13-15 and welcomed board members to get registered.

The Minot Auditorium will once again be hosting the NDPR Rodeo on September 23-24. We will also be hosting the West Region Boys Tennis Tournament and State Tournament at Hammond Park in October. The staff will also be working on the RFP for Corbett Field Master Planning.

#### Commissioner Reports

Commissioner Hovda thanked DesLauriers for her persistence in getting the \$210,000.00 grant from the Recreational Trails Program. Hovda reported he would support more than the traditional three percent raises for employees due to the state of inflation. Hovda also reported on the Souris Valley Golf Course and the addition of the new restroom facility. Hovda would support the addition of another restroom for the golf course.

Commissioner Olson complimented the staff on the new restroom facility at the Souris Valley Golf Course. Olson also thanked the staff for keeping up the vandalism as frustrating as it can be. Olson also reported with the increased popularity of pickleball we need to keep in mind expanding our number of courts.

President Kitzman thanked the staff for the continued hard work within our park system.

Commissioner Hammer reported he had been through Sturgis, SD and stopped to look at their pump track. He wanted to note there was some cracking and drainage issues and that would be important to take into account as we work towards our project. Hammer also reported he is looking forward to learning more about our park system and touring the facilities.

Commissioner Schmitt reported he agrees that we need to look at our inventory of pickleball courts as it is growing in users. It may be time to work with the pickleball users on partnership opportunities. We need to continue to move forward on the budget and even though it is a difficult time we need to continue to look forward for our community.

Motion by Olson, second by Schmitt to adjourn the meeting. Motion carried.

Ken Kitzman, President

Elly DesLauriers, Clerk