

Mandan Park District
Board of Minutes
August 12, 2013

The Board of Park Commissioners duly met in regular session on Monday August 12, 2013 at Mandan City Hall. Those present were President Arenz, Vice President Porter, Commissioners Keller and Knoll. Commissioner Allan and Legal Counsel Ruff were absent.

President Arenz called the meeting to order at approximately 5:30pm, CDT. President Arenz asked for approval of the minutes for July 8th regular meeting, July 8 retreat , July 30 special meeting. A motion was made by Commissioner Knoll, seconded by Vice President Porter. A roll call was taken, all voting yes, motion passes.

Unfinished business #1a: PWGC irrigation project: Golf Operations Manager Olson provided an overview of the PWGC Irrigation project. The installation was completed July 30, 2013 and we are very satisfied with the contractor. The entire project was approved for \$1,021,800 plus design fee. Director Higlin discussed the only change order on the project in the amount of \$4,870. The reason for the change order was removal of additional sprinkler heads, new switches added to the pump house, and cost of additional piping for field changes.

New Business #1: Director Higlin presented the request from the Baseball Club to to purchase a new scoreboard for Memorial Ballpark. The Baseball Club secured a donation in the amount of \$35,000 from Starion Financial. Director Higlin presented the agreement of \$7,000 a year for five years. The Mandan Park District will upfront the cost to acquire the scoreboard. Park Superintendent Zerr will remove existing scoreboard and install the new scoreboard. Motion by Vice President Porter and seconded by Commissioner Knoll, motion passes.

New Business #2: Recreation Manager Frueh requested approval for out of state travel to attend the National Parks and Recreation Association annual conference in Houston, TX. Motion by Commissioner Keller and seconded by Knoll, motion passes.

New Business #3: Director Higlin presented site plans for a proposed fast pitch field directly west of Faris Field. The need for a fast pitch field has increased for girls with added night baseball to the Field of Dreams fields. In 2011 was the first year we offered girls fast pitch in Mandan as our own team. In prior years we had to send girls to Bismarck due to lack of numbers. In 2013 we had 60 girls out for fast pitch. The concept is to remove all six tennis courts and construct a fast pitch field and paved parking. Discussion was held as for the need of tennis courts in the SW area of Mandan. Director Higlin stated that in order to move forward, we can accept the field and parking lot plans as presented and continue to address possible locations for a tennis court in the SW area. The budget of the fast pitch field is \$350,000 with the Baseball Club contributing \$100,000 over ten years. The parking lot would be special assessed equally between the school and park district as both would benefit. Vice President Porter recommended that staff look at various options to address a location for tennis courts. Motion by Vice President Porter and seconded by Commissioner Knoll to approve construction of the parking lot and fast pitch field as presented. Motion passes.

New Business #4 President Arenz asked if there were any concerns to move the request from PACES Lodging for Division Street extension. Nathan Volmuth presented the request to extend Division Street west through Sunset Park. Paces Lodging cannot extend the street on the section line due to the severity of elevation changes and the costs associated with the road. Director Higlin explained that Sunset Park was purchased with a Land & Water Grant in the early 80's. In order to exchange or sell land, the Park District must complete a 6(f)c conversion with the National Park Service who administers the Land & Water Federal program. Director Higlin mentioned that he has made the request to the local administrator and he is wanting for direction from the Park Board of Commissioner. As part of the conversion, we have to receive equal acreage and equal value for the land exchange. In order to complete the transfer the Park District would need an appraisal of both properties, approval from the State Historical Preservation Office, and national Environmental Protection Act. Director Higlin stated that he has no issues on the road being extended, but would like all costs associated with the extension paid by the developer. The developer would like to also add housing along Division St. on park property which Director Higlin does not support. President Arenz felt that the board needed additional information to research the request and felt we needed to table it until September board meeting. Motion by Vice President Porter to start the approval to start the process with the Land & Water Conservation Fund with the land swap discussions, seconded by Commissioner Keller, and motion passes.

Public Hearing on First Reading of the Budget: By law we can not start the budget hearing until 6pm. At this time we would like to start the public hearing on the 2014 budget. President Arenz stated that staff will present the 2014 proposed budget and would allow public comments after the presentation.

Accounting Manager Niemiller presented the 2014 budget:

	<u>Revenues</u>	<u>Expenditures</u>
General Fund:	\$3,418,387	\$3,317,386
Social Security:	\$125,000	\$125,000
Special Assessments:	\$178,500	\$178,500
Employee Pension:	\$63,400	\$63,400
Mandan Baseball:	\$256,050	\$256,500
National SD Tourney:	\$35,000	\$35,000
Capital Improvement:	\$248,300	\$247,055
Raging Rivers:	\$763,000	\$763,000
Revenue Bonds:	\$178,000	\$178,000
Total:	\$5,265,637	\$5,162,891

Total mills will remain the same at 37.84 and recommend accepting the 3.5% valuation increase.

At this time President Arenz opened the hearing for comments from the public.

Cletus Schaaf stated that he received the letter from the Park District that his taxes were going up by 3.5% He wasn't concerned with the additional \$12 increase but felt that we need to address transportation along 46th and Mackenzie Dr. with the proposed YMCA.

Norm Roth asked why we budget so much for Raging Rivers and the National Softball Tournament. Director Higlin explained the expenses for both items.

Denaë Kautzman opposed the 3.5% tax increase and felt that with the YMCA, Raging Fitness should provide a savings to the tax payer. Director Higlin explained that Raging Fitness will remain open for at least two years and stated that membership fees cover expenses.

Mr. Miller questioned the baseball booster budget of \$250,000 and felt that was too high.

Jan Fasching opposed the tax increase and asked what is plan B if the YMCA doesn't happen. President Arenz stated that a topic at hand is the hearing on the budget. We will gladly answer those questions once the public hearing is closed. If you would like to discuss this matter, please contact Director Higlin about placing it on the September agenda.

Ben Moore stated that high taxes are hard on everybody and will be requesting Mayor Van Beek to do a tax study.

Imelda Long wanted to remind commissioners that it's getting harder to be affordability for seniors to remain in Mandan. Imelda asked who to contact on the Wietstein Property about leafy spurge and Canadian thistle, she was directed to the weed board at the City of Mandan.

Denaë Kautzman added that the confusion is valuation as a result of 3.5% increase, & newspaper called it a tax levy; what can park district do? Accept the additional revenue or decrease the mill levy.

Bernice Thomas said the mill levy is very confusing; valuations have increased and residents are needing to find ways to cut their expense. Everyone, including the park district should be doing the same

Joel Melarvie suggested doing an efficiency study to examine park district's cost of operation from our National Parks and Recreation Association.

Wayne Muth suggested that we do a fee structure analysis comparing to other Park Districts.

Director Higlin submitted letters of opposition from Ron Barth and Russel Krueger both opposing the 3.5% tax levy.

President Arenz read budget ordinance 1042, motion by Vice President Porter, seconded by Commissioner Keller, all voting yes motion passes.

New Business #5: Accounting/HR Manager Niemiller presented recommendations to our health care policy. The recommendation is to reduce the years of service from seven to four years to receive 100% coverage of a family plan. The employer upon start date of employment shall pay 80% of the family plan and the employee shall pay 20% of the family premium. The single plan will remain 100% paid by the Park District. Motion by Commissioner Knoll, seconded by Commissioner Keller; motion passes.

Staff & Commissioner Reports: Raging Rivers Manager Katzung stated that we will be going to school hours; 12-5pm and closing for the season after Labor Day. Recreation Manager Frueh stated that we have 32 teams signed up for kickball. Golf Operations Manager congratulated our club champion winners. President Porter thanked Mike Zerr and Dave Frueh for another

summer of quality facilities and programs. President Arenz appreciated the archery range improvements and read the article in the Mandan News.

Motion by Commissioner Knoll, seconded by Commissioner Keller to approve monthly bills; motion passes.

Bills need to be added here

Payroll total for 07/05/2013 \$

Payroll total for 07/19/2013 \$

A Motion to adjourn the meeting at approximately 7:25 pm was made by Commissioner Keller and seconded by Vice President Porter.

Jason Arenz
President, Board of Park Commissioners

Cole Higlin
Clerk, Mandan Park District