

Mandan Park District
Board of Minutes
June 10, 2013

The Board of Park Commissioners duly met in regular session on Monday June 10, 2013 at Mandan City Hall. Those present were President Arenz, Vice President Porter, Commissioners Allan, Keller and Knoll. Legal Counsel Arlen Ruff was not present.

President Arenz called the meeting to order at approximately 5:30pm, CDT. Approval of the May 13th minutes was tabled until the July 8th monthly meeting due to revisions that needed to be made.

Unfinished business #1a: PWGC irrigation renovation Project. Garrett Schultz spoke on behalf of Brad Olson due to a golf tournament Brad had to supervise. Garrett informed the board five work days were lost due to the rain. The construction company will try to make those days up working an extra day here and there adding onto their basic 9 day schedule. Other than that everything has been going very well and 80% of the main line pipe is done along with 15% of the lateral pipe and sprinkler heads. They are right on track where they thought they would be after adjusting the timeline. Garrett is very happy with the work they have completed.

Unfinished business #1b: Softball multi-purpose building. Mike Zerr stated he had a 4pm meeting with a walk through today with everything being about 95% done. The concrete floor needs to be redone and the electrician is working on getting the light fixtures in. The final walk through will be June 17th. Then they will start working on the outside and getting ready for the McQuade's Softball Tournament.

New Business #1: Introduction of the Accounting Staff: Gaye Niemiller stated the accounting department has two interns this summer, Joey Cherrey and Tanner Tescher. Shalayna Barth spoke first stating she has been with the Park District full time for a year and a half. She works with payables and month end things. Joey Cherrey stated this fall he will be a senior at the University of North Dakota, majoring in Accounting. He is handling the receivables for Raging Rivers this summer. He appreciates the opportunity to be working with us. Tanner Tescher stated he just finished his junior year at the University of Mary, starting his senior year this fall, majoring in accounting. He is dealing with receivables for the golf courses as well as the Mandan Aquatic Center. He appreciates the opportunity to work with us.

New Business #2: Consider for approval a request for renaming our archery range: Director Higlin stated we had a lot of supporters here tonight for the name change of the archery range. He introduced Ryan Maddock, whom has been working with Director Higlin, Mike Zerr and Jeff Wright from the City of Mandan, regarding improvements at the archery range in the last two months. Ryan Maddock reported that everything seems to be going well even though the rain put them off a little. They are trying to get as many donations as they can to help with this project, as they are working with a limited budget. Target stands were finished last Friday, being powder coated right now, hoping to get them in next week. An Eagle Scout approached Ryan with the interest to assist in the project. He will be constructing the entire shooting lane, which he has to do in order to get into the Eagle Scouts. They will also be getting other scouts to also partake in the project. Estimated completion date is July 31st, pending volunteer resources and

additional funding. Commissioner Keller asked where the funding has been coming from so far. Ryan replied that \$2,500 has come from the Mandan Parks & Rec matching grant, \$2,000 was given from American Foundation for Wildlife along with other donations. Lowes is giving everything we purchase from them at cost; Glenn's Welding & Custom Truck Accessories built the stands at cost. Scheel's has been contacted, but naming recognition is still being determined. There have been a number of other companies that have expressed interest in helping but it's just a matter of time to get through this phase and go from there. Vice President Porter asked if the archery range has been repaired and replaced since it was used for flood purposes in 2010. Mike Zerr answered and said it has been replaced and is somewhat usable, that is why Ryan and his group are fixing it up. Brent Hilfer stated he & his wife have been a resident of Mandan forever and have been involved in the community their whole lives. The estimated budget will be right around \$8,500 - \$9,000 and they currently have \$4,500. Brent proposed that if we would consider naming the archery range as a memorial to his son Travis, whom passed away a few years ago, he would be willing to go out and raise the funds necessary to complete the project. Travis enjoyed doing anything and everything outdoors and enjoyed the archery range very much. Commissioner Allan made a motion to recommend approving naming the archery range The Travis Lee Hilfer Memorial Archery Range, contingent upon Brent raising the remaining money needed to complete the project, Vice President Porter seconded. All voting yes, motion passes.

New Business #3: Mandan Baseball Committee requesting budget amendment to allocate funds for gaming opportunities: Director Higlin stated in early April, Stan Scott requested \$5,000 to be amended to the 2013 budget for gaming at Captain Freddy's for pull tabs. Now they have the opportunity to come before the board and request an additional \$15,000 to be used for gaming at West Side & Mulligan's. Stan Scott spoke saying the gaming at Captain Freddie's has been going very well and they have already made enough money to pay back the \$5,000 that was borrowed in April but another opportunity has come up at West Side & Mulligan's to start full gaming there. It's a greater investment but also a greater return on that investment. They would like to keep the \$5,000 to put towards the starting costs, as well as asking to borrow an additional \$15,000. The intentions are to pay back half of the money by the end of the year, and the remaining amount 6 months later. Commissioner Keller made a motion to recommend approving the \$15,000 request for gaming with the stipulation that the park district/baseball restricted fund is reimbursed first, before any gaming funds are used for any capital improvements. Commissioner Knoll seconded, all voting yes, motion passes.

New Business #4: Discussion regarding annexation of newly acquired 47 acres: Director Higlin stated that at City Commission is going to annex 1,000 acres into city limits. The area is located around the middle school and the recently purchase land. As the Park District being the land owner we received notification to have the opportunity to protest if we feel necessary. Director Higlin does not feel there is a reason to protest the land being presented into city limits. As construction develops there will be special assessments. The Park District doesn't pay property taxes so by coming into city limits there is no direct benefit to the Park District. All the adjacent properties do generate property taxes and that will be a direct benefit to the Park District.

New Business #5: Consider for approval cell phone tower lease agreement: Director Higlin and Attorney Ruff had a discussion on the proposal from AT&T about the cell phone tower that's located at our youth complex, down by the park shop. Attorney Ruff felt at this time no action needs to be taken. There are a few language items in the lease he is not comfortable with that

he would like to be removed. They have a conference call later this week with the representatives to talk about these issues. At this time we receive \$605.00 for their lease and they are proposing we reduce it to \$500.00. In that call they will discuss if we decide to decline their offer what options do we have? We do not own the cell phone tower, it is theirs and they just lease the land from us. The option would be to renegotiate a price or they remove the cell phone tower. At this time Attorney Ruff suggested to wait on this item and table it to next month's July 8th meeting.

Staff & Commissioner Reports: Director Higlin spoke on behalf of Reid Katzung regarding Raging Rivers as it was a very busy day at the waterpark and Reid was unable to attend the meeting. Gaye Niemiller stated they had a slow start for the interns due to weather, but now that its nice business is picking up and they are very busy.

Mike Zerr stated that with all the rain they have been doing lots of mowing and they also borrowed a rake to get rid of the top layer of dead grass so new fresh stuff can grow.

Dave Frueh stated not many cancellations have been made for current programs due to rain, which is very good, and so far all programs are going well. Cal Ripken & Midget's will be completing their last week this month.

Garrett Schultz stated both golf courses are looking good and are busy. Today they had the Chamber of Commerce Tournament. Garrett also stated that June is a big month for golf tournaments for them.

The next agenda item was approval of the monthly bills, a motion by Commissioner Knoll, seconded by Commissioner Allan. Roll call vote was taken with all commissioners voting yes, Motion passes.

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|-------|--------------------------|--------------|
| 38239 | PETTY CASH | \$304.00 |
| 38240 | CITY OF MANDAN | \$606,086.72 |
| 38241 | ABRASIVES INC | \$1,182.52 |
| 38242 | ADVANCED MECHANICAL | \$75.00 |
| 38243 | ADVANTAGE | \$1,000.00 |
| 38244 | AMEN, JENNY | \$35.00 |
| 38245 | ASSOCIATED SUPPLY CO INC | \$2,890.75 |
| 38246 | BAILEY NURSERIES INC | \$8,056.20 |
| 38247 | BASIN TELECOMMUNICATIONS | \$19.95 |
| 38248 | BERGMAN, MICHELLE | \$85.00 |
| 38249 | BITZ, RACHEL | \$39.00 |
| 38250 | BROWN AND SAENGER | \$198.27 |
| 38251 | CENTURY LINK | \$144.75 |
| 38252 | CITY OF MANDAN | \$5,578.71 |
| 38253 | DAKOTA DUSTEX INC | \$225.00 |
| 38254 | DAKOTA SCREEN ARTS INC | \$578.61 |
| 38255 | DIRECT MED | \$148.11 |
| 38256 | ELECTRIC SYSTEMS INC | \$5,202.00 |
| 38257 | FERGUSON WATERWORKS | \$1,207.80 |
| 38258 | HAWKINS INC | \$4,333.00 |
| 38259 | I GEAR | \$746.70 |

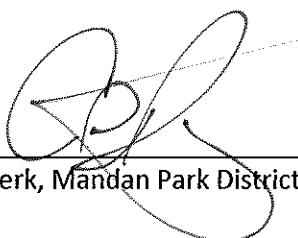
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| 38260 | ICON ARCHITECTURAL GROUP | \$4,059.29 |
| 38261 | INDIGO SIGNWORKS INC | \$806.60 |
| 38262 | RACHEL JUNGLING | \$300.00 |
| 38263 | REID KATZUNG | \$56.18 |
| 38264 | KELSCH KELSCH RUFF & KRANDA | \$2,569.00 |
| 38265 | KNIFE RIVER | \$350.64 |
| 38266 | LABOR READY MIDWEST INC | \$575.49 |
| 38267 | LILLIS ELECTRIC INC | \$1,914.35 |
| 38268 | MANDAN ATHLETIC | \$540.00 |
| 38269 | MANDAN PUBLIC SCHOOLS | \$35.00 |
| 38270 | MIDWEST TESTING | \$324.00 |
| 38271 | MILAS, KERI | \$65.00 |
| 38272 | MISSOURI VALLEY PETROLEUM | \$996.18 |
| 38273 | MONTANA DAKOTA UTILITIES | \$2,179.98 |
| 38274 | MUNICIPAL GOVERNMENT | \$20.00 |
| 38275 | NDACO RESOURCES GROUP | \$1,136.15 |
| 38276 | NORTHERN TROPHY & | \$468.00 |
| 38277 | BRAD OLSON | \$19,207.66 |
| 38278 | PEPSI | \$11,488.35 |
| 38279 | PHOENIX CONSTRUCTION | \$60,071.35 |
| 38280 | PIONEER ATHLETICS | \$1,125.00 |
| 38281 | PLUNKETTS PEST CONTROL | \$151.42 |
| 38282 | RONS APPLIANCE AND REPAIR | \$707.00 |
| 38283 | SEED CONNECTION | \$470.40 |
| 38284 | SHERWIN WILLIAMS | \$203.32 |
| 38285 | SIGNS BY JAN | \$278.78 |
| 38286 | SOLUTIONS CLEANING | \$990.00 |
| 38287 | SUPERIOR TECH PRODUCTS | \$6,038.80 |
| 38288 | SYSCO | \$2,870.56 |
| 38289 | UNIVERSAL ATHLETIC SERVICE | \$1,676.53 |
| 38290 | US FOOD SERVICES INC | \$4,265.35 |
| 38291 | WASTE MANAGEMENT OF ND | \$2,297.84 |
| 38292 | PETTY CASH | \$30.00 |
| 38293 | PETTY CASH | \$520.00 |
| 38294 | FLEX ONE | \$482.79 |
| 38295 | WASHINGTON NATIONAL INS CO | \$14.60 |
| 38296 | ND STATE TAX COMMISSIONER | \$18.54 |
| 38297 | MIA AMINI | \$120.00 |
| 38298 | JOE & AMY ARENZ | \$70.00 |
| 38299 | ARMOR INTERACTIVE | \$110.00 |
| 38300 | BISMARCK PARKS AND | \$100.00 |
| 38301 | BISMARCK YOUTH BASEBALL | \$100.00 |
| 38302 | D & E SUPPLY COMPANY | \$626.70 |
| 38303 | DAKOTA FENCE | \$22,603.00 |
| 38304 | DICKINSON PARKS & | \$100.00 |
| 38305 | GEIGERS SMALL ENGINE | \$14.25 |
| 38306 | MAGIC CITY YOUTH BASEBALL | \$75.00 |
| 38307 | MANDAN BASEBALL CLUB | \$15,000.00 |

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| 38308 | MIDCONTINENT BUSINESS | \$1,322.42 |
| 38309 | MISSOURI VALLEY PETROLEUM | \$1,212.80 |
| 38310 | MONTANA DAKOTA UTILITIES | \$2,540.20 |
| 38311 | MOR-GRAN-SOU | \$808.02 |
| 38312 | INFORMATION TECHNOLOGY | \$7.40 |
| 38313 | NORTHERN TROPHY & | \$3,090.43 |
| 38314 | PEPSI | \$9,539.03 |
| 38315 | PETTY CASH | \$960.00 |
| 38316 | PLAISTED COMPANIES INC | \$1,680.90 |
| 38317 | STRATA CORPORATION | \$313.50 |
| 38318 | SWEENEY, SCOTT & SANDY | \$165.46 |
| 38319 | VANCO SERVICES, LLC | \$7.50 |
| 38320 | VERIZON WIRELESS | \$632.72 |
| 38321 | VSA NORTH DAKOTA | \$1,500.00 |
| 38322 | WAHPETON PARKS & | \$100.00 |
| 58370 | BOEHM, ASHLYN M | \$51.72 |
| 58371 | HOFFMAN, MASON J | \$78.66 |
| 58372 | WOLT, GAGE P | \$292.57 |
| 58373 | ALTRINGER, SARAH C | \$82.57 |
| 58374 | GABLE, JACOB J | \$260.62 |
| 58375 | LEINGANG, SAMANTHA L | \$4.15 |
| 58376 | BARBERE, ATLANTA L | \$87.52 |
| 58377 | JOHNSTON, CARRIE J | \$14.78 |

Payroll total for 06/07/2013 \$74,479.95

Payroll total for 06/21/2013 \$116,644.81

A Motion to adjourn the meeting at approximately 6:10pm was made by Commissioner Allan and seconded by Commissioner Keller.


 Clerk, Mandan Park District


 President, board of Park Commissioners