

Mandan Park District  
Board of Minutes  
February 10, 2014

The Board of Park Commissioners duly met in regular session on Monday, February 10 at Mandan City Hall. Those present were President Arenz, Vice President Porter, Commissioners Keller, Knoll, and Allan and Legal Counsel Ruff.

President Arenz called the meeting to order at approximately 4:30pm, CDT. President Arenz asked for approval of the minutes for February 10 regular meeting; A motion was made by Commissioner Keller, seconded by Commissioner Koll. A roll call was taken, all voting yes, motion passes.

President Arenz welcomed two new employees to the Park District; Rebecca Thomson as the new Aquatics Supervisor and Casey Sammons as the new Mechanic.

**Unfinished Business # 1:** Director Higlin updated the board on recent activities of the Christianson Development west of Sunset Park. Director Higlin requested approval for the following items requested from Christianson Development.

- Developers Agreement signed by City, Parks, and Developer
  - Park District will not assume any specials for Boundary Road extension.
  - Extend trail on south side of Boundary Road; Park District will assume all cost associated with trail extension.
  - Allow Paces Lodging construction area on Park property for road (see map).
  - Swap land for Boundary road extension for tan shaded area as presented.
    - No specials placed on the property.
  - National Parks Service who manages LWCF grant has final approval of land swap.
- Gravity fed sanitary sewer and storm sewer through west side of Sunset Park.
  - The city of Mandan would like to trench and install a 7'-8' deep sanitary sewer pipe.
  - In exchange they would place either a paved trail or gravel trail over the top of the pipe. This would connect the east side trail and we would have a continuous trail loop similar to Tom O'Leary. (City maintenance vehicles would still need access).
  - No retention or detention ponds on park property.
- I have requested that PACES Lodging provide the following:
  - PACES will pay for SHPA, NEPA, land appraisals for both properties, and any costs associated with conversions.

Motion by Vice President Porter and seconded by Commissioner Keller to approve the items as stated by Director Higlin and that Paces Lodging brings final design and cost estimates for Boundary Road extension; roll call vote, motion passes.

**New Business #1:** Accounting Manager; Heide Delorme presented for approval designation of deposits and pledge of securities. Designation of deposits is required by North Dakota Century Code every even number years and pledge of securities is semi-annually. Motion by Commissioner Keller and seconded by Commissioner Allan; roll call vote, motion passes.

**New Business #2:** Director Higlin requested for approval contracting with Associated Pool Builders to assist with renovation of the speed slides and replacement of the Aqua Family Play Unit. Director Higlin updated the board that a grant was submitted to the Land & Water Grant and that total cost of the project is expected to be around \$500,000. Associated Pool Builders has submitted a proposal for \$15,000 to administer the construction project, design and bid specs, and make sure replacement structures meet our current operational system at Raging Rivers. Motion by Vice President Porter and Seconded by Commissioner Keller; roll call vote, motion passes.

**New Business # 3:** Director Higlin presented 2014 Matching Grant requests. Horse & Saddle Club requested \$2,500 for lighting improvements to the outdoor arena at Dacotah Centennial Park. Director Higlin asked the Horse & Saddle Club to inspect the lights at Raging Rivers on the go cart area as an option. Director Higlin recommended approval of the \$2,500 if the lights at Raging Rivers are not an option. Motion by Commissioner Knoll and seconded by Commissioner Allan to approve grant application in the amount of \$2,500, roll call vote, motion passes.

**New Business # 4:** Golf Operations Manager; Brad Olson requested approval to send Tony Kalvoda; Golf Mechanic to attend a maintenance school in Bloomington, MN. It is required that all out of state travel is approved by the Park Board of Commissioners for approval. Motion by Porter, seconded by Commissioner Allan, Roll call vote, motion passes.

**New Business #5:** Golf Operation Manager; Brad Olson presented the 2013 Golf Report. For 2013 financial figures were slightly down compared to 2012 and 2011. The reason for the decrease is directly related to the flood that shut down Riverwood GC for two years. In comparison to 2010, rounds of golf (35,500), membership, and total revenue exceeded years prior to the flood. The largest project in 2013 was the irrigation renovation project at PWGC, which was a \$1 million improvement to the course.

**Staff Reports:**

Reid Katzung; Raging Rivers: Last day of ice at the All Seasons Arena will be March 16. Researching class opportunities for Rebecca Thomson to become Red Cross Certified to teach lessons.

Dave Frueh; Rec. Manager: Baseball registration is Feb. 24 at 6:30pm for ages 7-12 yrs old. Hired a cleaning service to address administrative offices weekly, and Raging Fitness daily. Planning for the National Softball Tournament has started.

Heide Delorme; Acct. Manager: None

Mike Zerr; Park Supt: Equipment and Supplies has been ordered for the spring and large trees have been removed at the Little League Complex. The trees were removed because of Dutch Elm, safety, and rotten in areas.

Brad Olson; Golf Operations Manager: None

Commissioner Reports. – No reports.

Authorize payment of the monthly bills. A motion by Commissioner Keller, seconded by Commissioner Allan, motion passes.

38805	AGENCY MABU	\$ 8,314.00
38806	ARMOR INTERACTIVE	\$ 55.00
38807	ASSOCIATED POOL BUILDERS	\$ 267.39
38808	BABE RUTH LEAGUE	\$ 320.00
38809	BIS-MAN CONVENTION	\$ 200.00
38810	BROWN AND SAENGER	\$ 234.53
38811	CASTLE BRANCH INC	\$ 122.00
38812	DAKOTA PROMOTIONS	\$ 117.89
38813	DELL MARKETING LP	\$ 564.80
38814	DEX MEDIA EAST LLC	\$ 300.00
38815	DIRK PLUMBING & HEATING INC	\$ 859.62
38816	ELECTRO WATCHMAN INC	\$ 275.00
38817	FASTENAL COMPANY	\$ 20.85
38818	FITNESS DOC INC	\$ 264.98
38819	INDIGO SIGNWORKS INC	\$ 735.60
38820	INFORMATION TECHNOLOGY	\$ 7.70
38821	K & K INSURANCE GROUP	\$ 1,008.00
38822	KELSCH KELSCH RUFF & KRANZ	\$ 184.50
38823	L & H BRANDING IRONS	\$ 525.00
38824	LAST CALL BAR	\$ 50.00
38825	MANDAN PROGRESS ORGANIZATION	\$ 30.00
38826	MANDAN PUBLIC SCHOOLS	\$ 95.00
38827	MISSOURI VALLEY PETROLEUM	\$ 1,933.25
38828	MOORHEAD BABE RUTH	\$ 250.00
38829	MORTON COUNTY	\$ 56.15
38830	NORTH DAKOTA GOLF ASSOCIATION	\$ 150.00
38831	NORTH DAKOTA ONE CALL	\$ 2.20
38832	NDACO RESOURCES GROUP	\$ 7,852.66
38833	NORTHERN TROPHY & PROMOTION	\$ 1,160.60
38834	NRPA CONGRESS REGISTRAION	\$ 159.00
38835	PURCHASE POWER	\$ 126.42
38836	PREBLE MEDICAL SERVICES	\$ 50.00
38837	STARION INSURANCE	\$ 42,819.00
38838	THOMSON, REBECCA	\$ 35.22
38839	VERMONT SYSTEMS INC	\$ 8,825.92
38840	WEST FARGO BABE RUTH LEAGUE	\$ 600.00
38841	WOODMANSEES OFFICE SUPPLY	\$ 465.00
PAYROLL 2/14		\$ 50,762.32
PAYROLL 2/28		\$ 46,328.34
US BANK		\$ 12,806.17

Next upcoming regular meeting will be March 10, 2014 at 4:30 pm at City Hall.

A Motion to adjourn the meeting at approximately 5:22 pm was made by Commissioner Keller and seconded by Commissioner Allan.

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Jason Arenz  
President, Board of Park Commissioners

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Cole Higlin  
Clerk, Mandan Park District