

Mandan Park District  
Board Meeting Minutes  
August 13, 2018

The Board of Park Commissioners duly met in regular session on Monday, August 13, 2018 at Ed "Bosch" Froehlich Meeting Room, City Hall. Those present were President Meschke, Vice President Arenz, Commissioner's Mehlhoff, and Hatzenbuhler. Commissioner Knoll was absent.

President Meschke called the meeting to order at approximately 5:30 pm, CDT. President Meschke asked for approval of the minutes for the July 9, 2018 regular meeting and July 18, 2018 special meeting. Motion was made by Commissioner Arenz, seconded by Commissioner Hatzenbuhler. Motion passes 4-0.

**Public Communication:**

Jan Fasching appeared before the board to discuss the Faris Field renovation and ownership of the property. President Meschke stated that we are waiting for the results of the Storm Improvement Plan and Street Improvement Project to determine overall assessments and saving to our renovation. The property is owned by the school district and any question on maintenance of the area should be directed to them. Dave Frueh, Sports Complex Manager stated that the bleachers were scheduled to be installed in late July but was postponed due to the rain. The goal is to have the bleachers installed before the first game.

**Unfinished Business:**

**Item # 1: Memorial Ballpark Update:** Director Higlin provided an overview of construction stating that footings and foundation walls will start this week. We are waiting on shop drawings on precast concrete and steel for canopies which has a concern for construction timeline.

Director Higlin requested approval to upgrade the turf to the following:

- |                   |                            |      |            |
|-------------------|----------------------------|------|------------|
| • Outfield        | Rootzone Diamond Blend OPS | 52oz | 1.5 inch   |
| • High Wear Areas | ERA Root Zone Diamond OPS  | 80oz | 1.5 inch   |
| • Clay Infield    | Rootzone Diamond Blend OPS | 52oz | 1.125 inch |
| • Grass Infield   | Rootzone Diamond Blend OPS | 52oz | 1.5 inch   |
| • Warning Track   | Rootzone Diamond Blend OPS | 52oz | 1.125 inch |

The recommendation from the Mandan Baseball Club is an add-on of \$33,000 to be taking out of contingency. Other items added to the project paid for contingency for replacement of fencing and concrete, relocation of transformers, and resetting an additional transformer on a pad. Motion by VP Arenz for \$33,250 to upgrade the infield, seconded by Commissioner Mehlhoff, motion passes 5-0.

Director Higlin presented a summary of Park District Maintenance responsibilities at Memorial Ballpark per our discussion at our July 18, 2018 special meeting. Park Superintendent Dustin Fleck stated summarized the duties which expenses are estimated at \$16,000. There were no other questions.

**Item # 2: Soccer Complex Construction:** The press box and players benches are complete except for the sound system installation and training. The original contract was \$164,000 with contributions from school/parks at \$20,000 and a donation of \$125,000 from Dakota Community Bank. We are currently at a construction actual of \$127,500. Ribbon Cutting is August 23 at 7:30am.

**New Business:**

**Item 1:** A group of Dave Ressler classmates wanted to recognize Mr. Ressler with a trees being planted at Prairie West GC as part of our tree planting and name Mandan Ave trail after him. At our August board meeting the board approved the request, but tonight Jeanette Kurtz was going to present a check in the amount of \$5,000 for the trail naming rights and tree plantings. Since Mrs. Kurtz is not present, we will table this matter until Mr. Kurtz arrives.

**Item 2:** Director Higlin presented a lease agreement with Froelich Land Company to secure parking needs for large events. Attorney Ruff drafted the agreement and Froelich Land Company with support from the Sports Complex Portfolio. Annual lease payment is based on current tax statement and our \$1 million insurance rider at a cost of \$48 a year. President Meschke asked what the lease agreement with Mandan Public Schools is. Director Higlin stated that it's a 10yr lease for use of the track/football insurance. President Arenz stated that the school district has some responsibility as they take admission. Vice President Arenz motioned to approve the lease agreement as presented, seconded by Commissioner Mehlhoff. Motion passes 4-0.

**Item 3:** Starion Sports Complex agreements:

- a) Adult Beverage Contract with Legendary Beverage LLC in order to sell adult beverages at U of Mary hockey games and adult hockey tournaments. The contract states that the Park District will get 10% of gross on first \$5,000 and 15% thereafter.
- b) Mandan Hockey Club ice rental agreement is renewing our \$100,000 ice rental agreement for the Sports Complex which includes all summer ice.
- c) Business tailgating policy is a way to control various businesses wanting to offer free items prior to all activities at the Sports Complex. Major donors get first right of events, Mandan business will get second choice. Commissioner Mehlhoff requested additional explanation on free will donation. Mr. Frueh stated that he didn't want businesses to profit from tailgating Mr. Frueh would have to approve all items that will be given out prior to each event. Our goal is to minimize items that can be thrown or cause additional security needs.

VP Arenz motion to approve all three Sports Complex contracts as presented, seconded by Commissioner Hatzenbuhler. Motion passes 4-0.

**Item 4:** Accounting Manager Teri Welch presented the 2019 preliminary budget.

District Recap:

Fund	Revenue	Expense
General	\$4,546,850	\$4,546,850
Special Assessments	\$ 96,600	\$ 96,600
Mandan Baseball Booster	\$ 105,000	\$ 105,000
Capital Improvement	\$ 424,500	\$ 424,500
Raging Rivers	\$ 685,100	\$ 683,100
Refunding IMP. Bond	\$ 175,000	\$ 175,000

The Park District has 24 FTE and over 300 PTE.

Capital Outlay Fund Summary:

- PWGC \$75,000 tractor aerator
- Admin \$85,000 exterior building improvements
- Parks \$10,000 DCP Fencing
- Parks \$ 8,500 Diamond 10 irrigation upgrades
- Parks \$ 4,000 tree plantings
- Parks \$35,000 skid steer trade-in
- Parks \$5,000 softball drinking fountain
- Parks \$37,000 Utility Carts
- Parks \$23,000 Infield drag
- Parks \$75,000 Playground Equipment (Park TBD)
- Aquatic Center \$20,000 Wibit Pool Inflatables
- Raging Rivers \$15,000 Pump & Motor Repairs

Estimated mill value is 27.86 mills for 2019 budget which is a slight increase from 2018. The overall impact to a \$250,000 home is estimated at an increase of \$3.82 annually. VP Arenz stated that an increase of \$3.82 has a huge return for our community. Final reading will be September 10, 2018 at 5:30 pm.

**Item 5:** Accounting Manager Teri Welch requested approval of the pledge of securities for BNC Bank, Starion Financial, Dakota Community Bank & Trust. NDCC requires that they have adequate pledging. Motion by Commissioner Hatzenbuhler, seconded by VP Arenz. Motion passes.

Commissioner/Staff Reports: Commissioner Mehlhoff stated that they had a soccer fundraiser at Mandan Municipal. Commissioner Hatzenbuhler liked the new sign at Municipal GC.

Authorization of payment of the monthly bills. Motion was made by Vice President Arenz seconded by Commissioner Hatzenbuhler. Motion passes 4 -0.

## MANDAN PARK DISTRICT

### \*Check Summary Register©

August 2018

Name	Check Date	Check Amt
<b>11000 STARION FINANCIAL</b>		
Paid Chk# 041920 ABRASIVES INC	8/14/2018	\$5,848.28 SAND PW
Paid Chk# 041921 ADVANTAGE CONTRACTING	8/14/2018	\$3,360.00 CONCRETE SOCCER COMPLEX
Paid Chk# 041922 BORDER STATES ELECTRIC	8/14/2018	\$241.80 LIGHT REPAIRS ASA
Paid Chk# 041923 BSN SPORTS	8/14/2018	\$179.85 BSB BLACK YTH
Paid Chk# 041924 CALLAWAY GOLF COMPANY	8/14/2018	\$3,514.01 RANGE YELLOW LGO PW
Paid Chk# 041925 CAPITAL CITY RESTAURANT	8/14/2018	\$2,862.00 TWO DOOR FREEZER BOTTOM MOUNT
Paid Chk# 041926 CENTRAL MECHANICAL IN	8/14/2018	\$326.55 HOOKED UP ICE MACHINE SSC
Paid Chk# 041927 COLE PAPERS INC	8/14/2018	\$1,670.26 GARBAGE BAGS ASA
Paid Chk# 041928 DAKOTA DUSTEX INC	8/14/2018	\$0.95 GRILL TOWELS RR
Paid Chk# 041929 DAKOTA STAR GYMNASTICS	8/14/2018	\$407.58 JULY HEALTH INSURANCE REIMUBUR
Paid Chk# 041930 DAVIS EQUIPMENT CO	8/14/2018	\$733.52 MOWER PARTS MM
Paid Chk# 041931 DEAN FOODS NORTH CENTRAL	8/14/2018	\$684.86 MILK FOR SMAC
Paid Chk# 041932 DRESSLER, STEVE	8/14/2018	\$1,081.77 PIZZA FUNDRAISER SUPPLIES & PR
Paid Chk# 041933 ECO FACILITY SERVICES	8/14/2018	\$750.00 CLEANING SERVICES ADMN
Paid Chk# 041934 ELECTRO WATCHMAN INC	8/14/2018	\$395.40 FIRE ALARM MONITORING ASA
Paid Chk# 041935 FERGUSON WATERWORKS	8/14/2018	\$3,144.02 IRRIGATION SUPPLIES FOR PW
Paid Chk# 041936 FRANZ REPORGRAPHICS	8/14/2018	\$155.25 CAL RIPKEN FOAM BOARD
Paid Chk# 041937 GOVERNMENT FINANCE	8/14/2018	\$50.00 GAAFR REVIEW NEWSLETTER
Paid Chk# 041938 GREAT PLAINS SECURITY	8/14/2018	\$240.00 RECURRING ANNUAL MAINT. PARKS
Paid Chk# 041939 HAAG SIGNS, INC	8/14/2018	\$125.00 RR SIGNS CONFERENCE ROOM
Paid Chk# 041940 HAWKINS INC	8/14/2018	\$15,324.10 CHEMICALS-RR
Paid Chk# 041941 HELBLING. LAURA	8/14/2018	\$100.00 REFUND FOR CANCELLED SHELTER R
Paid Chk# 041942 HOOTER & SCOOTER	8/14/2018	\$270.00 GOLF CART RENTALS PW
Paid Chk# 041943 HOPFAUF CUSTOM BUILDERS	8/14/2018	\$32,674.00 SOCCER PROJECT CROWS NEST
Paid Chk# 041944 INNOVATIVE OFFICE	8/14/2018	\$93.25 PAPER, BINDER CLIPS- ADMN
Paid Chk# 041945 JAKES AUTO GLASS	8/14/2018	\$471.83 FIX BROKEN MUNI DOOR
Paid Chk# 041946 JOHS, CASEY	8/14/2018	\$64.26 MILEAGE-MAQC
Paid Chk# 041947 KELSCH KELSCH RUFF & KRANDA	8/14/2018	\$538.00 LEGAL FEES
Paid Chk# 041948 KIMS APPLIANCE SERVICE INC	8/14/2018	\$390.69 REPLACE FAULTY HI LIMIT IN RR
Paid Chk# 041949 KIWANIS CLUB	8/14/2018	\$300.00 KIWANIS DONATION TEAM SPONSORS
Paid Chk# 041950 KNIFE RIVER	8/14/2018	\$591.55 SOCCER PROJECT TOPSOIL
Paid Chk# 041951 LILLIS ELECTRIC INC	8/14/2018	\$104.50 ELECTRICAL WORK AT PW
Paid Chk# 041952 LOWER HEART WATER	8/14/2018	\$3,800.00 2018 LAND RENT
Paid Chk# 041953 MISSOURI VALLEY PETROLEUM	8/14/2018	\$38.94 PROPANE FOR PW
Paid Chk# 041954 MOST DEPENDABLE	8/14/2018	\$110.00 FOUNTAIN VALVE AT DOG PARK
Paid Chk# 041955 NORTH DAKOTA INSURANCE	8/14/2018	\$34,372.86 PETROL TANK RELEASE COMP FUND
Paid Chk# 041956 NDACO	8/14/2018	\$2,094.10 SEPT BILLING
Paid Chk# 041957 NORTHERN TROPHY &	8/14/2018	\$2,551.85 STAFF CLOTHING PW
Paid Chk# 041958 NOVA FIRE PROTECTION INC	8/14/2018	\$455.00 REPAIR LEAK ON 3 IN MAIN-ASA
Paid Chk# 041959 PARTYRITE	8/14/2018	\$234.95 HEX GOLF PENCIL PW
Paid Chk# 041960 PEPSI BEVERAGES COMPANY	8/14/2018	\$12,814.13 POP RR
Paid Chk# 041961 PLUNKETTS PEST CONTROL	8/14/2018	\$356.81 GENERAL PEST CONTROL-RR
Paid Chk# 041962 R K ELECTRIC	8/14/2018	\$775.00 REPLACED CONDUIT FOR CHEMICAL
Paid Chk# 041963 RED RIVER REFRIGERATION	8/14/2018	\$585.00 DRAINED OIL POT-SSC
Paid Chk# 041964 REVEL DIGITAL OPERATIONS	8/14/2018	\$0.00 ANDROID MEDIA PLAYER-DIGITAL T
Paid Chk# 041965 ROTO ROOTER SEWER & DRAIN	8/14/2018	\$150.00 SOFTBALL COMPLEX SEPTIC TANK L
Paid Chk# 041966 S & S ROAD RUNNER SALES	8/14/2018	\$47,212.50 BSB PIZZA FUNDRAISER

Paid Chk# 041967	NICOLE SCHERR	8/14/2018	\$23.46	MILEAGE
Paid Chk# 041968	SCHILLING, DUSTIN	8/14/2018	\$24.95	BABE RUTH COACHS CERTIFICATI
Paid Chk# 041969	SP&E	8/14/2018	\$47,626.07	SSC BLEACHERS
Paid Chk# 041970	SPIFFY BIFFS	8/14/2018	\$1,594.00	DOG PARK
Paid Chk# 041971	ST. ALEXIUS MEDICAL CENTER	8/14/2018	\$250.00	EAP 2ND QTR FEE
Paid Chk# 041972	STARION INSURANCE	8/14/2018	\$10.00	2018 TORO TITAN MOWER INS-SSC
Paid Chk# 041973	TUBE PRO INC	8/14/2018	\$1,402.25	75 CLEAR INFLATABLE TUBES FOR
Paid Chk# 041974	UNITED PRINTING	8/14/2018	\$1,507.42	CONFERENCE ROOM SIGN
Paid Chk# 041975	US FOOD SERVICES INC	8/14/2018	\$31,348.67	SMAC
Paid Chk# 041976	WESTON, STEPHEN	8/14/2018	\$2,214.91	FFE ITEMS FOR SOCCER BOOSTER C
Paid Chk# 041977	WHITEWATER WEST INDUSTRIES	8/14/2018	\$2,506.28	NETTING REPAIR FOR KIDDIE POOL

**Total Checks**            \$270,752.43

<b>US Bank</b>	<b>\$ 27,426.80</b>
<b>8/10/18 Payroll</b>	<b>\$104,348.71</b>
<b>8/24/18 Payroll</b>	<b>\$ 85,438.29</b>

Motion to adjourn the meeting was at approximately 5:55pm. Motion made by Commissioner Hatzenbuhler, seconded by Vice President Arenz. Motion passes.

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Cole Higlin  
Clerk, Mandan Park District

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Jason Arenz  
President, Board of Park Commissioner