

Mandan Park District
Board Meeting Minutes
August 8th, 2016

The Board of Park Commissioners duly met in regular session on Monday, August 8th, 2016 at Ed "Bosch" Froehlich Meeting Room, City Hall. Those present were President Arenz, Vice President Knoll, Commissioner Meschke, and Commissioner McPherson

President Arenz called the meeting to order at approximately 5:30 pm, CDT. President Arenz asked for approval of the minutes for July 11, 2016 regular meeting, July 11, 2016 retreat and July 15, 2016 special meeting. Motion was made by Vice President Knoll, seconded by Commissioner Meschke. Motion passes.

New Business:

- Section 1.) Consider for approval Pledge of Securities. Heide Delorme, accounting manager stated that the Mandan Park Board is required semiannually to approve the pledges and securities that we receive from all of our banks. Mandan Park District receives monthly reports by all the banks to confirm that there is enough pledge to cover deposits. Except for the Bank of North Dakota, financial institutions must pledge securities for all public deposits at a ratio of \$1.10 for every \$1.00 above the FDIC coverage is \$250,000 for interest bearing accounts and that's what we have. This is in accordance with the provision of NDCC 21-04. Motion was made by Commissioner Meschke, seconded by Commissioner McPherson.
- Section 2.) Consider approval paying off Softball multi-purpose building early. Heide Delorme, Accounting manager stated that there are 2 payments due on the softball multi-purpose building. Each payment is \$109,213.92. One is due November 1st of this year and one is due November 1st of next year. Would like to pay that loan off in the amount of \$210,993.04 in November of this year. This loan payment comes out of our general fund and that would allow us to pay this off 1 year early. This would free up funds for the 2017 budget and would save us in interest. Interest savings is \$7,434.80. Motion was made by Commissioner McPherson, seconded by Vice President Knoll. Motion passes.
- Section 3.) Approve recommendation for CD investments. Heide Delorme, Accounting managers stated that we recently have 5-\$50,000 CD's invested with Wells Fargo that matured on April 26th. The interest rate we received for these was 1.98%. The money is now sitting in the savings account that earns .03% interest. So I solicited interest rates from all of our current banks on CD's from 3-5 years to reinvest the funds. Starion Financial had the best rates. For 3 year they had 1.35% and 5 year they had 1.95%. Investing in a 5 year CD would earn an addition \$1,500 annually. Investing in a 5 year would yield annual interest of \$4,875. Recommending reinvesting these funds in a 5 year CD with Starion Financial with an interest rate of 1.95%. Motion was made to reinvesting the funds in 5-\$50,000 CD or one \$250,000 CD at the rate of 1.95% with Starion Financial, seconded by Vice President Knoll. Motion passes.
- Section 4.) Update on DCP improvements from BMSCA. Director Higlin stated that the discussion of the meeting was to upgrade the electrical to 50 amp breakers from 30 amps and add on an additional 15. In addition to that they already started the work. They are adding 20 spots that have water and sanitary sewer hookups to it which will enhance the facility for the rodeo and the stock car events. The Stock Car Association has requested funding from the visitors fund which is through the City of Mandan. They are trying to add on to the original pavement to the roadway leading into the complex and also add some street lighting into the area which is about a \$70,000 investment. The first items were 100% paid for by the BMSCA so there is no expense to the park district and they have a long term lease with the pipeline company that's coming through that is going to rent them out and that is how they are going to reinvest the dollars generated from the lease back into paying for

the improvements for the hookups. They have made a request to the visitors fund through the city of Mandan. Their total request they asked for is \$130,000 and that hasn't come before our board. Motion was made by Vice President Knoll to move forward in requesting the funds from the Visitors Fund with the City of Mandan for the camping site, asphalt and the lighting, seconded by Commissioner Meschke. Motion passes.

- Section 5.) Annual retreat items for further discussion/approval:
 - Drone for marketing department. Director Higlin requested the approval for the purchase of a Drone for the Marketing Department. The cost would be \$500.00 for the DJI-Phantom 3 Standard Quadcopter Drone plus the addition cost to insure the drone. In 2014/2015 the Marketing Department spent over \$7,000 in drone projects throughout the district. Motion was made by Commissioner McPherson, seconded by Vice President Knoll. Motion passes.
 - Turf baseball field. Director Higlin stated that through research that youth diamond was \$300,000 at Faris Field (Turf Only). Diamond 10 infield and outfield would be \$1.4 million. It is recommended that before proceeding with the baseball/fast pitch improvement a comprehensive plan of what Recreation/Parks Department and Baseball Club needs are before proceeding with any improvements.
 - Advertise RFP for Architectural Services for ASA renovation. Director Higlin stated there would be two phases. Phase one would be the architect would be doing the work at no cost to the Park District or the School District in conjunction with phase one. And that would get us the Schematic drawings, a cost estimate of construction and assist with some operation budgets, what it would take to maintain this facility. In addition they would have to attend 2 public meetings with the user groups and make a final presentation back to this board and the school board so we can make a decision. Phase two would be once there is a motion from both boards to proceed with the renovations of the ASA then that's when the fee would kick in and they would be compensated at that time. Motion was made by Vice President Knoll, seconded by Commissioner Meschke. Motion passes.

Heide Delorme, Accounting Manager gave an update on the Sales Tax Collections. It is collection from October through May which we get two months after the fact so \$1,024,131 is the collection through May. Our first payment on the bonds is due September 1st of \$117,433.34 which is interest only. An additional \$165,000 will be paid toward the principal of the 2016B bond. Also an update on the reimbursements on our invoices paid to date of \$964,236.98 and we will be reimbursed monthly as we pay the invoices.

Dustin Fleck, Park Superintendent stated that the new Kiwanis Park Playground is being installed. Just waiting on contractor for curb and sidewalk.

Dave Frueh, Recreation Manager stated that he spoke with Annette with Dreams in Motion and will coordinate with her to get them ice time on Saturday or Sundays throughout the year for their sports and recreational activities

Authorization of payment of the monthly bills. Motion made by Vice President Knoll, seconded by Commissioner McPherson. Motion passes.

MANDAN PARK DISTRICT

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***Check Summary Register©**

August 2016

Name	Check Date	Check Amt
11000 STARION FINANCIAL		
Paid Chk# 040595	BACKGROUND INVESTIGATION 8/9/2016	\$694.95 BACKGROUND CHECKS
Paid Chk# 040596	MICHAEL & LANA BENTZ 8/9/2016	\$19.95 coaches certificate
Paid Chk# 040597	BERNATELLOS PIZZA 8/9/2016	\$49,893.00 FUNDRAISER
Paid Chk# 040598	BROWN AND SAENGER 8/9/2016	\$139.45 THERMAL POUCH
Paid Chk# 040599	CENTURY LINK 8/9/2016	\$123.12 MONTHLY BILL
Paid Chk# 040600	CORPORATE CLEAN, LLC 8/9/2016	\$1,700.00 CLEANING FEES
Paid Chk# 040601	DAKOTA ANALYTICAL 8/9/2016	\$50.00 NUTRIENT ANALYSIS
Paid Chk# 040602	DEAN FOODS NORTH CENTRAL 8/9/2016	\$1,024.19
Paid Chk# 040603	FROELICH, TOM 8/9/2016	\$150.00 PIZZA CORNER FUNDRAISER
Paid Chk# 040604	GEIRKE, STEVE 8/9/2016	\$19.95 COACHES CERT
Paid Chk# 040605	GUTHMILLER & SON DIRTWORKS 8/9/2016	\$11,980.00 PRAIRIE WEST HOLE #14 TREE REM
Paid Chk# 040606	HAWKINS INC 8/9/2016	\$5,274.05 CHEMICAL
Paid Chk# 040607	HOOTER & SCOOTER 8/9/2016	\$1,206.00 GOLF CAR RENTAL
Paid Chk# 040608	HP INC 8/9/2016	\$125.00 MONITOR FOR PVE COMPUTER
Paid Chk# 040609	INTERNATIONAL SPORTS TURF 8/9/2016	\$990.00 SOIL TESTING
Paid Chk# 040610	KELSCH KELSCH RUFF&KRANDA 8/9/2016	\$100.00
Paid Chk# 040611	KIMS APPLIANCE SERVICE INC 8/9/2016	\$130.00 GRILL THERMOSTATS
Paid Chk# 040612	MANDAN DAIRY QUEEN 8/9/2016	\$178.00 MED BLIZZARD COUPONS
Paid Chk# 040613	MANDAN MUNICIPAL LANDFILL 8/9/2016	\$1,983.15 LANDFILL FEES FOR TREES
Paid Chk# 040614	MANDAN SCHOOLS ACTIVITIES 8/9/2016	\$1,200.00 ALUMINUM VB SYSTEM
Paid Chk# 040615	MANDAN SOCCER BOOSTER 8/9/2016	\$2,417.22 MATCHING GRANT
Paid Chk# 040616	MANDAN SOFTBALL ASSOC 8/9/2016	\$250.00 DONATION FROM CITY CK 63748
Paid Chk# 040617	ND DEPARTMENT OF TRUST 8/9/2016	\$125.00 REIMB 2014 MUNI REGIST
Paid Chk# 040618	NORTH DAKOTA INSURANCE 8/9/2016	\$200.00 PW PETR TANK 2475
Paid Chk# 040619	NDACO RESOURCES GROUP 8/9/2016	\$1,065.32 MONTHLY CHARGES
Paid Chk# 040620	NORTHERN TROPHY & 8/9/2016	\$1,139.78 STAFF SHIRTS
Paid Chk# 040622	PEPSI BEVERAGES COMPANY 8/9/2016	\$11,354.90 POP PRODUCTS
Paid Chk# 040623	PHYNE PHOTOGRAPHY 8/9/2016	\$649.00 PROFESSIONAL PHOTOS
Paid Chk# 040624	rossman trucking 8/9/2016	\$7,500.00 kiwanis park play equipment
Paid Chk# 040625	SANFORD HEALTH 8/9/2016	\$75.00 ERGO CONSULTATION
Paid Chk# 040626	NICOLE SCHERR 8/9/2016	\$48.96 MILEAGE
Paid Chk# 040627	SEED CONNECTION 8/9/2016	\$100.80 SEEDS
Paid Chk# 040628	SHELDON, SCOTT 8/9/2016	\$19.95 COACHES CERT
Paid Chk# 040629	SPOT A POT INC 8/9/2016	\$120.00 DOG PARK
Paid Chk# 040630	ST. ALEXIUS MEDICAL CENTER 8/9/2016	\$250.00 EAP
Paid Chk# 040631	TERRACON CONSULTANTS 8/9/2016	\$1,172.25 MILLENNIUM TRAIL
Paid Chk# 040632	THE LEAGUE OF AMERICAN 8/9/2016	\$220.00 BICYCLE FRIENDLY SIGN
Paid Chk# 040633	US FOOD SERVICES INC 8/9/2016	\$20,752.10 FOOD PURCHASE
Paid Chk# 040634	VANCO SERVICES, LLC 8/9/2016	\$14.25 MNTHLY PROGRAM FEES
Paid Chk# 040635	WASTE MANAGEMENT OF ND 8/9/2016	\$130.88
Paid Chk# 040636	WOODMANSEES OFFICE SUPPLY 8/9/2016	\$96.75 PAPER ROLL

Paid Chk# 040621 NORTHWEST CONTRACTING 8/9/2016 \$829,447.11 SPORTS COMPLEX-GEN COND, EARTH

Total Checks \$954,130.08

8/12/16 PAYROLL \$ 93,634.64
8/26/16 PAYROLL \$ 74,044.97

US BANK \$ 22,108.52

Future meeting dates will be August 24, 2016, Budget Hearing at 6:00pm City Hall and September 12, 2016, Board Meeting/Final Budget Reading at 5:30pm.

Motion to adjourn the meeting was at approximately 6:10pm. Motion made by Commissioner McPherson, seconded by Commissioner Meschke.

Cole Higlin
Clerk, Mandan Park District

Jason Arenz
President, Board of Park Commissioner