

Mandan Park District  
Board Meeting Minutes  
May 9, 2016

The Board of Park Commissioners duly met in regular session on Monday, May 9th, 2016 at Ed "Bosch" Froehlich Meeting Room, City Hall. Those present were President Arenz, Vice President Knoll, Commissioner McPherson, and Commissioner Hatzenbuhler.

President Arenz called the meeting to order at approximately 5:30 pm, CDT. President Arenz asked for approval of the minutes for April 11th, 2016 regular meeting. Motion was made by Vice President Knoll, seconded by Commissioner Hatzenbuhler. Motion passes.

**New Business:**

**Item 1: 2017 Budget timeline.** Director Higlin stated with the June election we could have some possible change with the board as far as portfolios do to the upcoming election. Budget sheets are due back from Department Managers on May 23, 2016.

**Item 2: Consider for approval amendment #3 for Starion Sports Complex.** Director Higlin stated we are asking for approval to amend the contract with JLG to add the compensation associated with relocating the sound system from the All Seasons Arena and Faris Field. The older system will go into the practice rink and will be doing a new stereo system in the competition rink. And you got the intrusion detection system to control access into the facility. And the last is the video surveillance system both in the parking lot, inside the building and along the grandstands on the exterior of the football field and track. The total compensation is \$17,250; we are recommending to only accepting the \$11,500. The second line item that we talked about was compensation for commissioning the services. The recommendation is to not accept that one. We figured we have a good working relationship with the local installers of the equipment and the electrical engineer would make sure everything is working. Motion was made by Vice President Knoll to approve amending number 3 in the amount of \$11,500, seconded by Commissioner McPherson. Motion passes.

**Item 3: Amend ordinance 1047 to regulate usage of fireworks on park property.** Director Higlin stated a called was received by the Mandan Police Department and Paul Leingang to discuss the ordinance 1047 regards to banning fireworks on public park property. The intent was to have a fine that coincides what the Mandan Police Department does with their infractions which is \$75 and the park has it listed as a class B misdemeanor. Attorney Ruff stated that the only change to the ordinance would be so that it is consistent with the Mandan City policy that it's an infraction on city property at a \$75 fine so that the enforcement portion for the police department would be the same whether it is on park or city property. Motion was made by Vice President Knoll to Amend 1047 with the amendment being the infraction fine of \$75 to correspond with the city, seconded by Commissioner Hatzenbuhler. Motion passes.

**Item 4: Joint Meeting with City Commission.** President Arenz requested a five minute recess at 5:45pm for staff and commissioner prepare for the Joint Meeting. President Arenz called the meeting back to order at 5:50pm; City Commissioner's present is Mayor Van Beek Mike Braun, Shauna Laber, Dennis Rohr, Sandra Tibke and Arlyn Van Beek. Director Higlin presented the site plan for the Sports Complex discussing the recommendations from the traffic study for Old Red Trail. A traffic study was required to be completed and was given to the city staff in February. President Arenz asked City Commission for direction and a potential timeline to improvements to Old Red Trail. Justin Froseth, City of Mandan Planning and Engineering Director stated that the draft study was done by KLJ. The NDDOT only wishes to work with the city on all the road improvements directly. It was recommended

in the traffic study to widen Old Red Trail with the 3<sup>rd</sup> lane for left hand turns without holding up west bound traffic. The improvement has to happen before the Sports Complex opens in August of next year. The improvement of Old Red Trail and 1806 was added to the TIP in the year 2020, that would be option number 1 is to construct that major project and seek reimbursement from the NDDOT because it is in the TIP in 2020. Option number 2 would be to construct that portion of Old Red Trail immediately adjacent to the Sports Complex to DOT's standards and specifications and seek that reimbursement in 2020 and that would be a 3 to 4 million dollar project. Then option number 3 which DOT would allow but not support with any funding assistant would be to widen the shoulders enough to get a third lane in and a dedicated left hand turning lane in. And that would be from the intersection of Collins East to past the future 16<sup>th</sup> Street. At the request of the City, KLJ provided an estimate for option 3 which is estimated at \$550,000. The City would not be eligible for federal funding in the future because it would be a rural section not to NDDOT's standards. City Engineer Froseth stated that Old Red Trail is a state highway so it qualifies for Urban Regional funding which is different from Urban Roads and is eligible for 80% federal plus 10% state funds so the local share would be 10%. President Arenz asked if there were any other comments related to Old Red Trail.

Director Higlin stated that current water line needs to be relocated away from the turf field and track. The Park District presented at the November joint meeting about the City participating in relocating water and sanitary sewer as part of future 16<sup>th</sup> Street SE. The Park District only needs an 8 inch water line to feed the Sports Complex and that would be paid for by the park district. Bid Package 1 has been awarded which includes water and sanitary sewer lines to be installed within the next sixty day. At the November joint meeting, Commissioner Tibke stated that the City isn't a developer and will not participate in the utility relocation. The park district has moved forward doing them on their own property, but long term it would make sense to put those into 16<sup>th</sup> Street and extends onto Old Red Trail. Director Higlin asked when Old Red Trail and 16<sup>th</sup> are constructed, will utilities that we are currently paying for going to be abandoned and reallocated over to those streets. Commissioner Tibke stated that is something that they will need to discuss at the May 17<sup>th</sup> meeting.

Director Higlin presented potential site plan for the renovation of Faris Field into two ball diamonds. The Park District has received a request from the Jeff Wright; Public Works Director about potential constructing on City property, relocating the road, or expanding onto Park District property. The property line between the city and the park district is in question and will be finalized once a survey has been completed. Director Higlin would like to make a greenway transition between the west tennis courts, newly constructed ball diamonds, develop a parking lot between Faris Field and youth ball diamonds. Jeff Wright, City Public Works Director stated they do have an engineer/architect on staff. We are looking at a preliminary concept drawing, trying to combine the city property. Right now we have a lot on the north side of 5<sup>th</sup> street and a lot on the south side of 5<sup>th</sup> street. So we are looking into combining 2 lots into one parcel which would be vacating a portion of 5<sup>th</sup> street SW. We would potentially have to improve 7<sup>th</sup> street SW as part of the access to this area if we do vacate a portion of 5<sup>th</sup> Street and relocate 5<sup>th</sup> street. Another option with our first concept would be remodeling an existing utility building and making that our administrative building for employees and staff in addition to that a parking lot would be provided. An option with that parking lot would be to provide parking for our city staff and visitors during the day and utilize that parking lot for Parks and Rec activities during the evenings and weekends. Director Higlin asked what the timeline is for this project. Jeff Wright stated they the timeline right now would be to have the bids out by July and break ground late in the fall. Commissioner Tibke requested that before Public Works Director Wright present a agreed upon plan for commission approval. President Arenz stated that if the City is requesting additional park property; please work with staff to develop a plan and bring it before the Park Commissioners for approval before proceeding with construction.

Commissioner Hatzenbuhler asked what can be done in NW Mandan to get it growing. Commissioner Rohr stated that if the developer has interest he has to have a plan and present that to the appropriate departments. President Arenz stated that the plan that was presented to them about 7 years ago was to have another golf course and at that time we didn't think Mandan could support a third golf course. Bob Decker, City Planner stated that he has not heard anything from this developer recently, the last time he presented a plan there were some issues because of the topography, the fact that there would be some expensive infrastructure costs. The high school coulee is a designated flood plain now so there were question on what they could do in the flood plains and this project went dormant because there were other projects he was working on. Neighbors from the west talk about some possible development of large lot ranches. There is some interest on trying to develop south of the interstate, but because of the topography it is tough to do. It is not cheap land and not easy to develop. Mayor Van Beek stated it is up to the developers to be there, but you look at the topography of that land, it is going to take some dollars. Mr. Decker added that we adopted a land use and transportation plan to try to guide development and what would be the most appropriate use for the land, so we got that piece of the puzzle in place. This area is included in that plan. Mr. Froseth stated in question of what the city is doing to grow towards the west was that they have sent in applications, talked about Urban Roads program before for funding assistance for future collectors, arterials and Boundary Roads was one that we applied for that DOT funding. This type of project is eligible for federal funding, but the DOT highly favors reconstruct projects, projects to improve existing roads.

Director Higlin stated that the 47 acres of land purchased is set aside for future growth for Park District needs. There are no plans or timetable to develop at this time. Commissioner Hatzenbuhler stated this is something that will be discussed further at the retreat in July. Commissioner Tibke stated to make sure we can get our land use to your retreat so you can see what the future plans are and compare.

Director Higlin stated that the rehabilitation of Millennium Trail starts at Ft. Lincoln Trolley and will end at 19<sup>th</sup> street. That will be bid on Friday. Then start construction shortly after that. The idea is to be done by Labor Day weekend and the Krolls Marathon is also taking place in Mandan. Also want to share some information on what is going on. Raging Rivers opens May 31<sup>st</sup>, June 2<sup>nd</sup>, 3<sup>rd</sup>, and 4<sup>th</sup> we have the state soccer tournament, the Men's 35 and over National Softball tournament August 26-28<sup>th</sup>, state Class A Girls golf in October, we have Slide the City on August 27<sup>th</sup>, and our outdoor movie on September 23<sup>rd</sup>.

Mayor Van Beek stated right now the park board receives 30% of State Aid Distribution and right now the commission had discussed cutting that to 25%. City Administrator Neubauer stated that they are looking at a 28% cut in state aid distribution for 2016. For the Park District it is about \$200,000. Commissioner Tibke stated they are looking at several ways we can recoup funding not only for this year but for the upcoming budget year with reduction of funding from the state, we have to look at absolutely everything on our budget. Finance Director Welch stated that a 5% reduction is equal to approximately \$80,000-\$100,000 impact to the Park District. Commissioner Tibke stated with the city cut, the park board will see a cut as well. President Arenz stated they want to do everything possible to help the City stay in budget. President Arenz requested that we get an exchange for the possible cut in State Aid funds. Commissioner Tibke stated that just from a budget perspective, the problem is the shortage and this is one solution because other areas don't get 30%, some get less. There comes a time where we need to reassess. If the City of Mandan has a burden, everyone has to share the burden. Finance Director Welch stated that the Bismarck Park District receives 23.7 percent of State Aid. Director Higlin stated currently Minot, Mandan and Devils Lake Park District currently receive 30%, West Fargo receives 28% and Jamestown is 26%. Then you have different funding scenarios, Dickinson receives 13% but get all the hospitality tax funds. It is based on per capita, so when you get 23% of their population verses 30% of ours, they are still receiving more money. From the Park District side, we never budgeted 100% of what we collect each year because we know each year can

fluctuate. So there were years where we were budgeting \$350,000 and we would receive \$575,000. Our total collections were \$600,000 and we budgeted about \$525,000, the Park District has planned for future potential shortfalls.

Motion to adjourn the joint meeting was at approximately 7:30pm. Motion made by Commissioner Rohr, seconded by Commissioner Laber. Motion passes.

***Item 5. Commissioner/Staff Reports***

Kara Haff, Raging Rivers/Aquatics Manager stated about 50 lifeguards on staff right now with more taking the class this weekend. We are still taking applications for 16-17 year olds to help run the slides.

Dustin Fleck, Park Superintendent stated they are in the process of spraying; first application of fertilizer is down and working through some sprinkler problems.

Authorization of payment of the monthly bills. Motion made by Commissioner McPherson, seconded by Commissioner Hatzenbuhler. Motion passes.

Future meeting dates for Park Board Commissioners is May 19<sup>th</sup> for the Starion Sports Complex Bid Package #2 at Raging Rivers. Next upcoming regular meeting will be June 13, 2016 at 5:30 pm at City Hall.

Motion to adjourn the meeting at approximately 7:32pm. Motion made by Vice President Knoll, seconded by President Arenz.

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Cole Higlin  
Clerk, Mandan Park District

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Jason Arenz  
President, Board of Park Commissioner