

Mandan Park District

Special Meeting

Board Minutes

December 4, 2015

The Board of Park Commissioners duly met in special session on Friday, December 4, 2015 Prairie West Golf Course.

Park Commissioners in attendance: President Jason Arenz, Vice President Wanda Knoll, Commissioners Kevin Allan, Chad Hatzenbuehler, and Ann McPherson.

Park District staff in attendance: Director Cole Higlin, Accounting Manager Heide Delorme, Recreation Manager Dave Frueh, Marketing/RR Manager Kara Haff, Assistant Superintendent Dusting Fleck

Consultants and Media: Brad Krogstad; KLJ, Kevin Ruhland and Nate Hacker from JLG Architect, and Craig Hummel; Northwest Contracting. Leann Eckroth; Bismarck Tribune

President Arenz called the meeting to order at 12:05pm. President Arenz reminded Commissioners that is a special meeting and limit discussion to the items on the agenda.

Item 1 Update on Mandan Sports Complex site plan and schematic design: Director Higlin presented the site plan and schematic design to update the Commissioners on the Building Committee progress. Director Higlin explained that today's goal is to approve the schematic design, site plan, and preliminary budget to allow the consultants to proceed with design development. Kevin Ruhland; JLG and Brad Krogstad; KLJ presented the site plan and explained the elevation changes from west to east explain that the site will step down from west to east to follow the topography of the site. The parking lot is only required to have 270 parking stalls by municipal code. The building committee recommends that we provide at a minimum of 350 stalls and overflow parking for an additional 100 vehicles west of the gas line. The area west of the gas line will be a seeded area and can be paved in the future as needed.

The main building which includes, the gymnastics, (2) ice rinks, (8) locker rooms, (4) sets of rest rooms, concessions, meeting space/booster room, coaches room, park district staff office, and maintenance/storage areas. The main concourse will allow patrons access the football/track complex. You will enter the football/track complex from the top of the grand stands which will have a press box, grand stand, 8 lane track, astro turf field, multiple field event options on the practice field. We have designated a location for the school district to consider relocating the current locker room building at Faris Field. The seating for the grand stand currently has 1,500 permanent seats; the goal is to increase the seating capacity with two options. The first option is to increase permanent seating an additional 500 seats for a total of 2,000 seats or relocate the existing bleachers at Faris Field which would increase seating an additional 900 seats for a total of 2,400 permanent seats. The building committee recommended that we direct the consultants compare and see if there is a significant cost savings with either option.

The site plan renovations of Faris Field keeps the existing grand stands, restrooms, and concessions. The plan is to remove the track, fencing, address drainage, and regrade the football field to meet the required dimensions for two ball diamonds.

Commissioner Arenz asked if all three entrance points have been approved. Kevin Ruhland explained that the traffic study required certain changes to Old Red Trail and those recommendations have been given to NDDOT pending approval for the far west entrance.

Commissioner Knoll asked how many trees is we going try and keep. The goal is to keep as many trees as possible on the north portion of the site. The trees on the west end that run north and south will be difficult to keep depending on the direction of future parking lot site work.

Kevin Ruhland; JLG provided an overview on the exterior and interior schematic design of the complex. Director Higlin explained last night that we provided the consultants direction to square up the gymnastics building to provide a saving of \$150,000 - \$200,000. The overall exterior design will have to meet the Gateway design requirements by the city which means no more that 70% of a material. The exterior will have a combination of glass, metal, and masonry to provide a quality look. This will be provided in greater detail during design document phase.

Director Higlin presented a summary of the revenue stream for the Sports Complex. We currently have \$22 million from sales tax, \$1 million from Mandan Hockey Club, and the Park District has contributed an additional \$300,000 for a maintenance building for the Park Department. Outstanding revenue source still unknown are naming rights and financial assistance to relocate the water line and gas line from the land owners. Craig Hummel; NWC provided an overview of the itemized preliminary construction. The base bid total cost is currently at \$23,590,371 which is only 1% over budget. Craig Hummel explained that by turning the gymnastics building and the high mechanical estimate should be able to eliminate the \$290,371 overage at this point. We do have six alternates that the building committee would like to include in the project in the amount of \$700,000. These items include 100 additional paved parking stalls, increasing bleacher capacity, demolition of Faris Field, concrete floor in practice rink, and grading/seeding of overflow parking west of the gas line. The other alternate which is separate from our project is relocating the current locker rooms at Faris Field. The school district will need to decide if they are committed to relocate the locker rooms. We currently have \$1 million in contingency and \$300,000 will be dedicated to finish Faris Field which includes dugouts, agrilime, irrigation, fencing, and concrete improvements.

Director Higlin explained that with price reduction in the land cost to assist with water line and gas line relocation would address 50% of the alternates. The additional alternates could be paid for if base bids come under budget or naming right revenue.

Commissioner Knoll motioned to approve the schematic design, site plan, and all alternates as presented. Seconded by Commissioner Allan: motion passes 5-0.

Item two: Consider for approval hiring Legacy Talent Development for a personnel assessment of the Park District. Director Higlin explained that with five upcoming retirements, new staff for the sports complex, and potential reorganization of the current staff structure. Director Higlin recommended hiring an outside consultant that will conduct interviews with all full time staff. The objective will be to complete an assessment of organizational structure, succession planning, leadership development, and revised our performance evaluations. Motion by Commissioner Knoll, seconded by Commissioner Hatzenbuhler to hire Legacy Talent Development in the amount of \$19,500; motion passes 5-0.

Commissioner Knoll motioned to adjourn, seconded by Commissioner McPherson at 1:30pm CDT. Motion passes.