

Mandan Park District
Board Meeting Minutes
June 13, 2022

The Board of Park Commissioners duly met in special session on Monday, June 13, 2022, at City Hall, 205 2nd Ave NW in the Bosch Froelich room.

Attendees:

Park Commissioners: President Wade Meschke, Jason Arenz, Miles Mehlhoff, Jen Froehlich, and Chad Hatzenbuhler.

Park District Staff present: Cole Higlin, Teri Welch, Kelly Thomas, and Dave Frueh

Legal Council: Arlen Ruff

President Meschke called the meeting to order at approximately 5:30pm, CDT.

Public Communication: No one appeared.

Minutes: Motion by Commissioner Arenz and seconded by Commissioner Hatzenbuhler to approve the May 9, 2022. Motion passes 5-0.

Item #1 Recreation & Facilities Manager Frueh introduced new employees for Dakota Star Gymnastics; Violet Heim; General Manager and McKenzie Swallow; DSG Head Coach. Recreation & Facilities Manager Frueh requested approval for a three agreement with U of Mary hockey program at the Starion Sports Complex. The agreement is the same as previous years except for ice increasing to \$110 an hour January 1, 2023. This price increase was approved by the Park Commissioners at our April 18 special meeting. Motion by Commissioner Mehlhoff and seconded by Commissioner Hatzenbuhler to approve the three agreements with the U of Mary facility use agreement. Motion passes 5-0.

Item #2: Director Higlin presented proposals with SRF Consulting to apply for Transportation Alternative Program for two separate trails for 2024 and 2025. Grant Application # 1 is for 2024, will be new construction from 19th Street SW to Heart River bridge (Municipal GC) which will extend the 19th Street trail and connect to our facilities along Hwy 6. Residents stated at public hearing they would like to see the trail extended to connect facilities and make a loop to 3rd Ave and connect to Hwy 1806 trail system. Grant Application # 2 is a reconstruction of sections of the trail from Sunset Drive west along Old Red Trail to 30th Ave NW. This will be a project for 2025 with an 80/20 matching grant. This section of trail is one of the oldest sections of trail. Park Operations Manager Fleck recommended this section of trail be mill/overlayed and repair designated areas as needed. Both grant applications will be special assessed back to the Park District if funded including design fees. Motion By Commissioner Arenz and seconded by Commissioner Froehlich to hire SRF Consulting to submit grant applications for new trail construction from 19th Street SW to Heart River Bridge along Hwy 6 for 2024 construction and Reconstruction of Old Red Trail Phase 1 from Sunset Drive to 30th Ave NW for 2025. Motion passes 5-0.

Item # 3: Director Higlin updated the board on the construction of Dale Pahlke Arena at Dakota Community Bank & Trust rodeo grounds. Director Higlin stated that footings are dug and poured, and utilities are installed this week. Funding raising for the arena has been positive, we receive an additional \$200,000 from Butler Machinery and an additional \$100,000 in honor of the Berger Family. Dale Pahlke is donating \$600,000 personally and Dakota Community Bank & Trust are still at the \$250,000. There is currently a shortfall of \$314,000 of which the Mandan Rodeo Days Committee is responsible for if they do not reach their goal. There are still a few pending donations still being worked out. The loan will be for seven years, and pledges will cover the principal and interest payments until 2024 when the Park District will assume the interest on the project as our part of the project.

Director Higlin introduced Brad Krogstad from KLJ to review bid package two which includes the all the concrete, indoor tennis courts, welcome center, pickleball courts, and landscaping. Mr. Krogstad stated that we received one general

contractor bid in the amount of \$3,534,847.90 and recommendations from staff are to accept change orders to decrease the project to \$2,827,083.36 which requires the Park District to pay for outdoor pickleball court in the amount of \$349,198.97. Director Higlin presented an overview of reallocation of expenses to the Park District; pickleball courts, all grading and grading design in the amount of \$11,732. Director Higlin stated that the agreement has been update to reflect that Mandan Tennis LLC is a non-profit to avoid property taxes, extend lease from 15 to 20 years, Mandan Tennis LLC sets up their own utility accounts, outdoor security cameras and door access will be added to the construction costs, non-termination clause is extended from 3 years to 6 years with a 12 month notification to terminate, and if Mandan Tennis LLC terminates the agreement after the clause, Mandan Tennis LLC is responsible for 50% of lease for the remaining term of the debt. Director Higlin stated that any additional funding raising, or donations will apply to the principal and the 20-year debt service will decrease accordingly. Tracy Porter stated that he supports the figures and approved to proceed with the revised agreement as stated.

Motion by Commissioner Arenz and seconded by Commissioner Froehlich to approve the revised agreement as presented. Motion passes 5-0.

Motion by Commissioner Arenz and seconded by Commissioner Froehlich to approve bid package 2 in the amount of \$3,534,847.90 with staff recommendations accepting change orders to reduce the amount to \$2,827,083.36. Motion passes 5-0.

Motion by Commissioner Arenz and seconded by Commissioner Froehlich to approve the Park District paying for the pickleball courts \$349,198.97, additional grading/grading design \$106,832.52, and a change order in the amount of \$14,200 for increase in footings per Yeadon, the dome manufacture requirements. Motion passes 5-0.

Motion by Commissioner Arenz and seconded by Commissioner Mehlhoff to approve staff to solicit financial institutions for rates and terms for the Mandan Tennis Center. Motion passes 5-0.

Motion by Commissioner Arenz and seconded by Commissioner Mehlhoff to approve purchasing of items as presented for the Mandan Tennis Center directly using fundraising proceeds in the amount estimated at \$100,722 plus the cost of signage. Motion passes 5-0.

Director Higlin updated the board that the Girls Fastpitch Club was meeting with their own engineering firm to explore constructing a field at Ft. Lincoln Elementary School adjacent to the varsity field. The Park District spent \$30,000 on the initial strategic plan and \$10,000 for the updated strategic plan that Mandan Baseball Club and Girls Fastpitch Club developed Faris Field and diamonds 9 & 10. The Girls Fastpitch Club requested updated renderings for fundraising, and I secured a proposal of \$5,000. Originally, I asked the Girls Fastpitch Club to pay for 50% of the cost and there was no direction from the club on the next steps. We still have \$288,000 set aside for improvements at Faris Field.

Director Higlin stated that phase 1 of city water connection should be completed this week. Park Operations Manager Fleck is irrigating the youth fields from the existing well and softball fields have no irrigation system operating.

Item #4: Director Higlin presented a proposal from American Tower to expand the current cell tower in right field of the youth complex. Their offer is \$155,000 with \$30,000 at closing and \$25,000 for five additional years. We will also receive 60% of revenue on all new leases. Motion by Commissioner Arenz and seconded by Commissioner Hatzenbuhler to approve American Tower for \$155,000 lease with the 60% of future revenue sharing. Motion passes 5-0.

Item #5: Attorney Ruff stated that all documents are submitted for the Foundation, and it could take up to 6 months before we are approved to operate the Foundation.

Item #6: Director Higlin requested board approval for Tyra Watson to attend the World Waterpark Association Conference in Las Vegas. Motion by Commissioner Mehlhoff and seconded by Commissioner Hatzenbuhler to approve Tyra Watson to attend the World Waterpark Association Conference. Motion passes 5-0.

Commissioner/Staff reports: No report

Motion by Commissioner Hatzenbuhler and seconded by Commissioner Arenz to approve the monthly bills. Motion passes 5-0.

Check Summary Register

Motion to adjourn the meeting was at approximately 6:30pm. Motion made by Commissioner Arenz and seconded by Commissioner Hatzenbuhler. Motion passes 5-0.

Cole Higlin

Cole Higlin
Clerk, Mandan Park District

Wade Meschke

Wade Meschke
President, Board of Park Commissioners

Signature: 

Email: wade.meschke@msd1.org






June 13 2022 minutes

Final Audit Report

2022-07-18

Created:	2022-07-18
By:	cole higlin (chiglin@mandanparks.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAZdb9dWub7PbvT2WkDbBjnFBQayWlpP5o

"June 13 2022 minutes" History

-  Document created by cole higlin (chiglin@mandanparks.com)
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-  Document emailed to wade.meschke@msd1.org for signature
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-  Document e-signed by Wade Meschke (wade.meschke@msd1.org)
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