

Mandan Park District  
Board Meeting Minutes  
July 13, 2015

The Board of Park Commissioners duly met in regular session on Monday, July 13<sup>th</sup>, 2015 at Mandan City Hall. Those present were President Arenz, Vice President Knoll, Commissioner McPherson, Commissioner Allan and Commissioner Hatzenbuhler.

President Arenz called the meeting to order at approximately 4:30 pm, CDT. President Arenz asked for approval of the minutes for June 8<sup>th</sup>, 2015 regular meeting and June 10<sup>th</sup> special meeting. Motion was made by Vice President Knoll, seconded by Commissioner Allan. Motion passes.

**Administration/Finance:**

- A. The following items were considered for approval:
  - i. Cole Higlin, Director, reported that the Architectural Selection Committee met on July 6<sup>th</sup>. They had evaluated the interviews and had done a scoring system with JLG Architects getting an average score of 80 and ICON getting an average score of 75. After additional questions from the committee, follow up was 8-1 in favor of JLG Architects and they were awarded the architectural design for the Mandan Sports Complex. The architectural fees are 5.5% which includes all fees. Motion was made by Commissioner Allan to award the architectural services to JLG Architects with the fee at 5.5%. Seconded by Commissioner Hatzenbuhler. Motion passes.
  - ii. Heide Delorme, Accounting Manager, requested approval to get bids for the interest rates for the land loan. She would like to go out and solicit for rates for the Mandan Sports Complex. A separate fund will be setup for this account. Motion was made by Vice President Knoll to go out and solicit for interest rates, seconded by Commissioner McPherson. Motion passes.
  - iii. Heide would like to set up a new fund for the Mandan Sports Complex for tax revenue to go into and expenses to go out. She would like approval to add a new fund. Motion was made by Commissioner McPherson to approve a new fund and seconded by Commissioner Hatzenbuhler. Motion passes.
- B. Commissioners are required to semi-annually approve pledges of securities. Heide would like a motion to approve the Pledge of Security reports from Starion Financial, BNC, BNY Mellon, Wells Fargo, and Dakota Community Bank. Motion was made by Commissioner Allan to approve the pledges and seconded by Vice President Knoll. Motion passes.
- C. Cole Higlin, Director, presented the Park Board with information to accept the grant of \$253,644.00 for the rehabilitation of the Millennium Trail project. This is for the Fort Lincoln Trolley to 19<sup>th</sup> St. SE along Hwy 1806. Bids will be coming in the spring of 2016 for the construction costs. Motion was made by Commissioner McPherson to accept the grant of \$253,644.00 for the Millennium Trail project and seconded by Commissioner Hatzenbuhler. Motion passes.
- D. Cole Higlin received a grant application from the Mandan Horse & Saddle Club for the amount of \$1,915.35 to purchase a new sound system. Motion was made by Vice President Knoll to approve the grant for \$1,935.00 to the Mandan Horse & Saddle Club and seconded it by Commissioner Allan. Motion passes.

**Parks Department Update:**

- A. Mike Zerr, Park Superintendent, reported on the Universal Playground timeline. The sand work should be done today or tomorrow and should see the concrete on Wednesday if there is no rain. The Playground is progressing as long as it stays dry. The Multi-Purpose Building had water and sewer hooked up to it last Friday. The top level of the floor was poured and the entrance level is left to finish. Construction of the walls should start soon.
- B. Dustin Fleck, Assistant Park Superintendent, was approached by a group of control car enthusiasts that would like to build their own remote control car track at Nicola Park. At this time, it is not really a park, but is kept up and mowed. This track would be open to the public at no charge. Also the surrounding neighbors are all fine with the track. This is close to the Dog Park. Motion was made by Vice President Knoll to approve the construction at Nicola Park for the remote control car track, seconded by Commissioner Hatzenbuhler. Motion passes.

**Recreation/Facilities Department Update:** Cole Higlin, Director, reported that Dave Frueh, Recreation Manager, was hosting the 12 year old baseball State Tournament. The 12 year old team won from here and are going to Garden City, KS next week. The 11 year old did well and the 10 year old took 2<sup>nd</sup> place.

**Golf Department:** Brad Olson, Golf Operations Manager, updated on the benefit for Mayzee Schultz, daughter of Garrett Schultz. It was a great turnout. Also many compliments on how great both golf courses look thanks to all the hard work of the employees at the Golf Course.

**Raging Rivers/Marketing Department:** Kara Haff, Raging Rivers Manager, reported that the attendance is 5,000 people more than last year all due to the nice weather. The actual sales from June 1<sup>st</sup> were 68% over from last year. Raging Rivers broke the 1,000 mark for season passes sold this season. The best profit weekend so far was the McQuades Softball Tournament. Prairie Knights Casino is coming this week for their Appreciation Day to their employees. Swimming lessons were up 59 swimmers from last season. Kelly Churchill, marketing director, is working on Slide the City. Kelly has collected \$8,550 in sponsorship fees and the goal is \$9,000. Raging Fitness and the Aquatic Center membership is still increasing monthly. The National Guard is coming in August to Raging Rivers.

**Commissioner Reports:** Commissioner McPherson reported on the great fundraiser that was held at the Prairie West Golf Course for Mayzee Schultz, daughter of Garrett Schultz. Garrett is an employee of the Mandan Park District. President Arenz also commented on how beautiful the parks are in Mandan. Mike Zerr and his crew are to be commended for the great upkeep on the parks.

**Authorize payment of the monthly bills: A motion by Vice President Knoll, seconded by Commissioner Keller; motion passes.**

**July 2015**

<b>Name</b>	<b>Check Date</b>	<b>Check Amt</b>	
<b>11000 STARION FINANCIAL</b>			
Paid Chk# 039836	7/14/2015	\$19.69	WEB SUPPORT
Paid Chk# 039837	7/14/2015	\$76,953.90	PAYMENT DUE FOR RR
Paid Chk# 039838	7/14/2015	\$191.54	POOL SUPPLIES
Paid Chk# 039839	7/14/2015	\$537.90	MILEAGE AND MEALS
Paid Chk# 039840	7/14/2015	\$100.00	STATE TOURNY FEE
Paid Chk# 039841	7/14/2015	\$349.27	SUPPLIES
Paid Chk# 039842	7/14/2015	\$11,897.45	RED BALL-SOFTBALL/BSB
Paid Chk# 039843	7/14/2015	\$4,857.51	MANDAN BSB
Paid Chk# 039844	7/14/2015	\$632.35	TRACK RIBBONS
Paid Chk# 039845	7/14/2015	\$3,756.00	AMERICA THE BEAUTIFUL TREE
Paid Chk# 039846	7/14/2015	\$3,110.00	EMPLOYMENT SCREENING
Paid Chk# 039847	7/14/2015	\$142.01	MONTHLY PHONE BILLING
Paid Chk# 039848	7/14/2015	\$1,700.00	MONTHLY CLEANING BILL
Paid Chk# 039849	7/14/2015	\$227.70	U.P PLAQUES
Paid Chk# 039850	7/14/2015	\$329.39	club cart/bobcat
Paid Chk# 039851	7/14/2015	\$270.10	annual inspection
Paid Chk# 039852	7/14/2015	\$30.00	clean coin mech check switch
Paid Chk# 039853	7/14/2015	\$60,750.00	CONCRETE EXCAVATION BACKFI
Paid Chk# 039854	7/14/2015	\$189.88	CLEAN FIX CASH COUNTER
Paid Chk# 039855	7/14/2015	\$1,055.62	MAC FOOD
Paid Chk# 039856	7/14/2015	\$260.00	PIZZA RANCH FOR MEETING
Paid Chk# 039857	7/14/2015	\$100.00	STATE TOURNY FEES
Paid Chk# 039858	7/14/2015	\$11,959.85	SHOWER FAUCETS WORK AT RR
Paid Chk# 039859	7/14/2015	\$44.60	MICRO SWITCH
Paid Chk# 039860	7/14/2015	\$340.50	CASI PROXLITE KEYTAGS
Paid Chk# 039861	7/14/2015	\$270.55	MILEAGE
Paid Chk# 039862	7/14/2015	\$100.00	14 YR OLD STATE TOURNY
Paid Chk# 039863	7/14/2015	\$240.00	MONITORING
Paid Chk# 039864	7/14/2015	\$8,235.73	PARTS AND SUPPLIES
Paid Chk# 039865	7/14/2015	\$900.00	CORE TEE
Paid Chk# 039866	7/14/2015	\$104.00	PIZZA CORNER FORMS
Paid Chk# 039867	7/14/2015	\$1,728.60	MPD WARMING HOUSE AND
Paid Chk# 039868	7/14/2015	\$2,946.68	UNIVERSAL PLAYGROUND
Paid Chk# 039869	7/14/2015	\$3,639.00	LEGAL FEES FOR LAND
Paid Chk# 039870	7/14/2015	\$1,172.74	COPIER MAINT AGREE 3/18/15-6/1
Paid Chk# 039871	7/14/2015	\$1,046.90	ELECTRIC FOR NEW BOILER RR
Paid Chk# 039872	7/14/2015	\$2,052.38	HAM PATTIES
Paid Chk# 039873	7/14/2015	\$8,100.00	AUDIT OF FINANCIAL
Paid Chk# 039874	7/14/2015	\$90.40	solid waste charge
Paid Chk# 039875	7/14/2015	\$560.50	mound and palte condition
Paid Chk# 039876	7/14/2015	\$45.80	copies and laminating
Paid Chk# 039877	7/14/2015	\$0.00	13 YR OLD STATE TOURNY
Paid Chk# 039878	7/14/2015	\$535.31	INSTALL TRIPLEX
Paid Chk# 039879	7/14/2015	\$250.00	TOURNY FEE LEGION
Paid Chk# 039880	7/14/2015	\$450.00	TOURNY FEES FOR LEGION
Paid Chk# 039881	7/14/2015	\$424.95	PLAYER FEES
Paid Chk# 039882	7/14/2015	\$690.00	CAL RIPKEN
Paid Chk# 039883	7/14/2015	\$1,300.00	4 MEMBERS
Paid Chk# 039884	7/14/2015	\$15,321.79	POLICY RENEWAL 7/1/15-6/30/16
Paid Chk# 039885	7/14/2015	\$1,959.45	HP PORT SWITCH
Paid Chk# 039886	7/14/2015	\$1,767.50	UNIVER MULTI PURPO
Paid Chk# 039887	7/14/2015	\$5,570.53	RR BANNER
Paid Chk# 039888	7/14/2015	\$23,467.12	POP PURCHASE

Paid Chk# 039889	PURCHASE POWER	7/14/2015	\$49.04	POSTAGE MACHINE MOISTEN
Paid Chk# 039890	PLAISTED COMPANIES INC	7/14/2015	\$1,683.42	SAND PURCHASE
Paid Chk# 039891	PREMIERE ENTERPRISES	7/14/2015	\$400.00	METRO GOLF CARTS
Paid Chk# 039892	PRESTIGE FLAG	7/14/2015	\$470.37	FLAGS
Paid Chk# 039893	QUALITY SERVICE AND REPAIR	7/14/2015	\$1,764.44	TRUCK REPAIR
Paid Chk# 039894	R K ELECTRIC	7/14/2015	\$1,950.00	KITCHEN REMODEL ELECTRICAL
Paid Chk# 039895	RIVARDS TURF AND FORAGE	7/14/2015	\$106.18	QUICK REPAIR
Paid Chk# 039896	ROTO ROOTER SEWER & DRAIN	7/14/2015	\$95.00	CENTENNIAL PARK RACE TRACK
Paid Chk# 039897	SCHEELS	7/14/2015	\$1,399.86	FIELD BAG TARGETS-ARCHERY
Paid Chk# 039898	STAN SCOTT	7/14/2015	\$758.00	REIMBURSEMENT FOR BUS LICE
Paid Chk# 039899	SEED CONNECTION	7/14/2015	\$907.20	case of seeds
Paid Chk# 039900	SPOT A POT INC	7/14/2015	\$884.11	portable restrooms
Paid Chk# 039901	STARION INSURANCE	7/14/2015	\$473.00	added 2015 CHEVY COLORADO
Paid Chk# 039902	UNIVERSAL ATHLETIC SERVICE	7/14/2015	\$2,722.83	PANTS
Paid Chk# 039903	US FOOD SERVICES INC	7/14/2015	\$25,485.66	FOOD
Paid Chk# 039904	VANCO SERVICES, LLC	7/14/2015	\$49.75	MONTHLY PROGRAM FEE
Paid Chk# 039905	VERMONT SYSTEMS INC	7/14/2015	\$1,072.00	ADDITIONAL USERS FOR VSI
Paid Chk# 039906	WOODMANSEES OFFICE SUPPLY	7/14/2015	\$211.85	PRO SHOP PURCHASE
	<b>Total Checks</b>		<b>\$303,257.90</b>	

7/3/15 Payroll	\$115,877.65
7/17/15 Payroll	\$111,625.68
7/31/15 Payroll	\$109,299.71
US Bank	\$ 41,149.99

Next upcoming meeting will be the Retreat, being held tonight at 7:00 pm, at Raging Rivers. Special Meeting on July 29<sup>th</sup> at 12:00 PM at Raging Rivers.

Next upcoming regular meeting will be August 10<sup>th</sup>, 2015 at 4:30 pm at City Hall.

Motion to adjourn the meeting at approximately 6:24 pm motion by Commissioner McPherson, and seconded by Vice President Knoll.

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Jason Arenz  
President, Board of Park Commissioner

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Cole Higlin  
Clerk, Mandan Park District