

Mandan Park District
Board Meeting Minutes
June 13th, 2016

The Board of Park Commissioners duly met in regular session on Monday, June 13th, 2016 at Ed "Bosch" Froehlich Meeting Room, City Hall. Those present were Vice President Knoll, Commissioner Allan, and Commissioner Hatzenbuhler.

Vice President Knoll called the meeting to order at approximately 5:30 pm, CDT. Vice President Knoll asked for approval of the minutes for May 9th, 2016 regular meeting and May 19th, 2016 special meeting. Motion was made by Commissioner Hatzenbuhler, seconded by Commissioner Allan. Motion passes.

Unfinished Business:

- Section 1.) Second and final reading of amendment to ordinance 1047 in regards to fireworks on park property. Vice President Knoll requested a motion to approve the amendment that was requested by the Mandan Police Department to coincide with their current citation fine of \$75 for lighting fireworks on park district property. Motion was made by Commissioner Allan, seconded by commissioner Hatzenbuhler. Motion passes.
- Section 2.) Communication and public awareness plan in regards to fireworks ban on park property. Director Higlin stated that as part of our amendment that was approved, aluminum signs have been purchased that will be placed on a permanent stake that will be located at all of our facilities the week of the 24th and will be taken down after the 4th of July. Yard signs will placed in high traffic areas to help communicate. Banners will be hung also to help communicate to the public that no fireworks are allowed on Park Property but you are able to take part and watch the private display that the rodeo is putting on. Will be meeting with the Mandan Police Department on Thursday morning to make sure the citation, amendment and the ordinance are being followed through.

New Business:

- Section 1.) Presentation of 2016 audit. Lynell stated they issued a clean opinion on your financial statements, and also look at internal controls and compliance as part of your audit and there was no issue of non-compliance to report. Lynell stated that they did list some internal control findings which are very common in small governments and they are the same as what was reported in prior years, they are preparation of financial statement, limited segregation of duties and making journal entries as the auditors. Mainly those journal entries are due to reclassifying some of the Raging Rivers play area improvement and debt from the general funds over to the Raging Rivers fund. Just want to make sure everything is now reported under the fund now for Raging Rivers and that would be carried forward in future years. The total assets of the district at the end of 2015 were \$20,138,194. Total liabilities added up to \$4,953,000 and deferred revenues of \$1,354,000. This includes all your raging rivers activities. The total change in net assets for the governmental funds was \$1,153,000. Raging Rivers shows a profit of \$36,000 and there was also a net transfer in of \$198,000 from the general fund and that was how the improvements net of the related debt got into that fund. There is also an adjustment for a prior period in 2014 when the raging rivers play area started and that was capitalized under governmental funds, this year the decision was made to get it moved over to the business type funds so that is the reason for the \$208,000 adjustment. Budgets have to be prepared for all of the funds, but only required to report the general fund. The actual revenue for the general fund was \$784,000 over budget and your expenses were about 1.2 million dollars under budget. The large adjustment why you are so far under budget was because of the Raging Rivers activities, it was budgeted under the General Funds and in the audit it was moved over to Raging Rivers fund. In the budget amendments that were made during the year, about 2 million dollar you made an adjustment mostly for capital improvements, as funds are available throughout the

year you make amendments to your budget to allow for those things. Under the baseball, there was a \$33,000 amendment to the Mandan Baseball Boosters budget. Just need to watch that closely going forward in 2016 because deficit spending in 2015 reduced the fund balance down to \$10,000. Commissioner Hatzenbuhler requested a meeting with Director Higlin, the Baseball Board and to include two park board members for concerns over the audit finding. Motion was made by Commissioner Hatzenbuhler, seconded by Commissioner Allan. Motion passes.

- Section 2.) Consider for approval resolution approves the issuance of bonds by the City and authorizes Park Board officials to sign any necessary closing documents. City of Mandan North Dakota and Park Board Facilities sales tax Revenue Bonds. \$16,940,000 Series 2016A, 1,000,000 Series 2016A-T (Taxable) and \$5,000,000 Series 2016 2016B. Motion was made by Commissioner Allan, seconded by commissioner Hatzenbuhler. Motion passes.
- Section 3.) Consider for approval out of state travel for Parks Dept. staff to attend ice conditioning school. Dustin Fleck, Park Superintendent is requesting approval to send Chad and David to Ice Maintenance Training at the Onalaska Omni Center in Onalaska, WI, October 24th-27th. Topics they will cover are Ice resurfacer and Operation, Ice maintenance technique, ice edger basics, ice safety, emergency procedure, and indoor air quality. School registration is \$1200 and lodging is \$1,000. They will drive there and back. Motion was made by Commissioner Hatzenbuhler, seconded by Commissioner Allan. Motion passes.
- Section 4.) Commissioner Reports.
- Heide Delorme, Accounting manager stated that Raging Rivers is open so Casey from the front desk is helping with that three hours a day. Budget calendar we have sent out invitation to all of you for portfolio meetings, so we will be meeting with you individually and the board retreat will be after the next meeting on July 11th. Cole and I have been working on the bonding for the sales tax issue so we should be getting a rating from S & P on the bond soon and we will get pricing on that Wednesday for it so we are still hoping for funding July 1st.
- Dustin Fleck, Park Superintendent reported that there were a lot of compliments on the field during the little league tournament, McQuades is coming up and need to start getting ready for the rodeo.

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

MANDAN PARK DISTRICT

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*Check Summary Register©

June 2016

Name	Check Date	Check Amt
11000 STARION FINANCIAL		
Paid Chk# 040469 BACKGROUND INVESTIGATION	6/14/2016	\$559.35 BACKGROUND CHECKS
Paid Chk# 040470 BROWN AND SAENGER	6/14/2016	\$398.96 OFFICE SUPPLIES
Paid Chk# 040471 BSN SPORTS	6/14/2016	\$4,784.83 PANTS
Paid Chk# 040472 CASTLE BRANCH INC	6/14/2016	\$1,794.00 BACKGROUND CHECKS
Paid Chk# 040473 CENTURY LINK	6/14/2016	\$118.75 PHONE BILL
Paid Chk# 040474 CORPORATE CLEAN, LLC	6/14/2016	\$1,700.00 CLEANING SERVICES
Paid Chk# 040475 DAKOTA FENCE	6/14/2016	\$473.20 BOLTS LINKS AND BUSHINGS
Paid Chk# 040476 DAKOTA FIRE STATION	6/14/2016	\$506.15 INSPECTION PARK SHOP

Paid Chk# 040477	DAKOTA REFRIGERATION	6/14/2016	\$364.45	FREEZER REPAIR
Paid Chk# 040478	DEAN FOODS NORTH CENTRAL	6/14/2016	\$322.57	MILK
Paid Chk# 040479	DICKINSON MUSTANG BB	6/14/2016	\$150.00	BSB TOUNRY
Paid Chk# 040480	DIRK PLUMBING & HEATING INC	6/14/2016	\$513.00	RR REPAIR
Paid Chk# 040481	ELECTRO WATCHMAN INC	6/14/2016	\$853.00	KEYTAGS
Paid Chk# 040482	FERGUSON WATERWORKS	6/14/2016	\$284.34	IRRIGATION PARTS
Paid Chk# 040483	THOMAS & LISA FROELICH	6/14/2016	\$754.02	REIMBURSMET
Paid Chk# 040484	GREAT PLAINS SECURITY	6/14/2016	\$240.00	MONITORING
Paid Chk# 040485	HAWKINS INC	6/14/2016	\$8,777.35	POOL CHEMICALS
Paid Chk# 040486	JLG ARCHITECTS	6/14/2016	\$51,094.01	SPORTS COMPLEX FEES DUE
Paid Chk# 040487	KELSCH KELSCH RUFF&KRANDA	6/14/2016	\$1,718.50	LEGAL FEES
Paid Chk# 040488	KIMS APPLIANCE SERVICE INC	6/14/2016	\$123.05	GRILL AND THERMOSTATE KNOB
Paid Chk# 040489	KK BOLD	6/14/2016	\$60.00	MDNPARKS SITE UPDATES
Paid Chk# 040490	LEINGANG SIDING AND WINDOW	6/14/2016	\$2,000.00	BSB SHED RESIDED
Paid Chk# 040491	LEVI, CINDY	6/14/2016	\$400.00	HR SERVICES
Paid Chk# 040492	LOWER HEART WATER	6/14/2016	\$3,800.00	LAND LEASE
Paid Chk# 040493	MANDAN PUBLIC SCHOOLS	6/14/2016	\$30.00	SCHOOL BULLETINS FOR REC
Paid Chk# 040494	MTI DISTRIBUTING INC	6/14/2016	\$5,650.00	LELY PULL SPREADER
Paid Chk# 040495	NORTH DAKOTA INSURANCE	6/14/2016	\$152.04	POLICY RUN 7/1/2015-6/30/16 AD
Paid Chk# 040496	NDACO RESOURCES GROUP	6/14/2016	\$1,065.33	MANGING WORK STATIONS
Paid Chk# 040497	NORTHERN TROPHY &	6/14/2016	\$1,872.98	WINTER LEAGUE BASKETBALL
Paid Chk# 040498	PEPSI BEVERAGES COMPANY	6/14/2016	\$13,432.14	
Paid Chk# 040499	PLAISTED COMPANIES INC	6/14/2016	\$3,279.19	sand
Paid Chk# 040500	RIVARDS TURF AND FORAGE	6/14/2016	\$1,751.43	GRASS SEED
Paid Chk# 040501	RON'S APPLIANCE AND REPAIR	6/14/2016	\$55.00	CLEANING
Paid Chk# 040502	NICOLE SCHERR	6/14/2016	\$64.52	MILEAGE
Paid Chk# 040503	SPOT A POT INC	6/14/2016	\$38.57	TOILETS
Paid Chk# 040504	SUPERIOR TECH PRODUCTS	6/14/2016	\$122.00	FERTILIZER
Paid Chk# 040505	UNDER WRAPS GRAPHICS	6/14/2016	\$457.50	WRAP FOR TAILGATE BRAD
Paid Chk# 040506	US FOOD SERVICES INC	6/14/2016	\$9,432.53	FOOD
Paid Chk# 040507	VANCO SERVICES, LLC	6/14/2016	\$22.50	PROGRAM FEES
Paid Chk# 040508	WESTERN STEEL AND PLUMB	6/14/2016	\$26.52	BASEBALL FOUNTAIN FIX
Paid Chk# 040509	YAMAHA GOLF & UTILITY INC	6/14/2016	\$155.62	WORK ORDER REPAIR
Paid Chk# 040513	FARGO BABE RUTH LEAGUE INC	6/15/2016	\$200.00	BSB TOUNRY
Total Checks			\$119,597.40	

US Bank \$ 32,090.04

6/3/16 \$ 61,258.00

6/17/16 \$ 93,182.00

Future meeting dates will be June 28th Park Board Commissioners reorganization meeting. June 30th is to approve Bid Package #3. Next upcoming regular meeting will be July 11th, 2016 at 5:30 pm at City Hall. Motion to adjourn the meeting at approximately 5:48pm. Motion made by Commissioner Hatzenbuhler, seconded by Commissioner Allan.

Cole Higlin
Clerk, Mandan Park District

Jason Arenz
President, Board of Park Commissioner