

Mandan Park District  
Board Meeting Minutes  
September 10, 2018

The Board of Park Commissioners duly met in regular session on Monday, August 13, 2018 at Ed "Bosch" Froehlich Meeting Room, City Hall. Those present were President Meschke, Vice President Arenz, Commissioner's Mehlhoff, Knoll, and Hatzenbuhler.

President Meschke called the meeting to order at approximately 5:30 pm, CDT. President Meschke asked for approval of the minutes for the August 13, 2018 regular meeting. Motion was made by Vice President Arenz, seconded by Commissioner Hatzenbuhler. Motion passes 5-0.

**Public Communication:**

No one appeared.

**Unfinished Business:**

**Item # 1: Memorial Ballpark Update:** Mandan Kiwanis presented a donation in the amount of \$8,600 towards the youth baseball program and also a \$50,000 donation to the Memorial Ballpark renovation.

Director Higlin provided an overview of the construction and stated that footing and foundation walls have been poured for both dugouts. Excavation of the press box wing will start next week. Concerns for staying on schedule is the steel delivery date and pre-cast seating for the wings which shop drawings have not been approved yet. Color samples for matching existing grand stand seats is difficult, we plan on sending a piece of a current seat and have the vendor match the green color. The rain that we have been receiving the last three week as equaled to over 2.5 inches of rain which caused us to lost 4 days of work on site. The synthetic turf shop drawings have been approved and sent off for construction. The week of Oct 8 site work should start on the field in preparation for Park District staff to start the construction of the new fence.

**New Business:**

**Item 1:** Director Higlin presented a request from the Mandan Progress Organization (MPO) about a master plan for Dacotah Centennial Park for the long term need for an outdoor professional rodeo grounds. Jason Mittlestadt; 4<sup>th</sup> of July Rodeo Chairman stated that a permanent rodeo grounds will save a lot of time for all parties involved in the set up and tear down of the arena. The MPO stated that they have approved \$25,000 to assist with the cost of the study. Director Higlin used this dollar amount to in comparison to the Southside Master Plan for the ball diamonds that was done last year. Motion by VP Arenz and seconded by Commissioner Knoll to have Director Higlin lead the DCP Master Plan with the assistance of the DCP Advisory Committee. Motion passes 5-0.

**Item 2:** Director Higlin requested approval to advertise the RFP for exclusive beverage contract for the Park District. This would be the fifth contract and the average revenue generated for the last 5 year contract was \$250,000. Motion by VP Arenz and seconded by Commissioner Knoll to advertise the RFP for exclusive contract as presented. Motion passes 5-0.

**Item 3: President Meschke opened the public hearing for anyone that would like to appear on the 2019 final budget. No one appeared, the public hearing was closed.**

Accounting Manager Teri Welch presented the 2019 final budget.

District Recap:

Fund	Revenue	Expense
General	\$4,546,850	\$4,546,850
Special Assessments	\$ 96,600	\$ 96,600
Mandan Baseball Booster	\$ 105,000	\$ 105,000
Capital Improvement	\$ 424,500	\$ 424,500

Raging Rivers	\$ 685,100	\$ 683,100
Refunding IMP. Bond	\$ 175,000	\$ 175,000

The Park District has 24 FTE and over 300 PTE.

Capital Outlay Fund Summary:

- PWGC \$75,000 tractor aerator
- Admin \$85,000 exterior building improvements
- Parks \$10,000 DCP Fencing
- Parks \$ 8,500 Diamond 10 irrigation upgrades
- Parks \$ 4,000 tree plantings
- Parks \$35,000 skid steer trade-in
- Parks \$5,000 softball drinking fountain
- Parks \$37,000 Utility Carts
- Parks \$23,000 Infield drag
- Parks \$75,000 Playground Equipment (Park TBD)
- Aquatic Center \$20,000 Wibit Pool Inflatables
- Raging Rivers \$15,000 Pump & Motor Repairs

Estimated mill value is 27.86 mills for 2019 budget which is a slight increase from 2018. The overall impact to a \$250,000 home is estimated at an increase of \$3.82 annually. VP Arenz motioned to approve the 2019 budget as presented, seconded by Commissioner Hatzenbuhler. Motion passed 5-0.

Authorization of payment of the monthly bills. Motion was made by Commissioner Mehlhoff seconded by Commissioner Hatzenbuhler. Motion passes 5 -0.

## MANDAN PARK DISTRICT

### Check Summary Register

September 2018

Name	Check Date	Check Amt	
<b>11000 STARION FINANCIAL</b>			
Paid Chk# 041996 ABRASIVES INC	9/11/2018	\$712.53	TOP DRESSING SAND-PARKS
Paid Chk# 041997 AHERN RENTALS	9/11/2018	\$337.50	LIFT RENTAL FOR SCOREBOARD-SSC
Paid Chk# 041998 ALL-AMERICAN ARENA	9/11/2018	\$198.02	HOCKEY GOAL PEGS
Paid Chk# 041999 ANDERSON SHELBY	9/11/2018	\$112.50	LIFEGUARD CERTIFICATION REIMBU
Paid Chk# 042000 ANYTHING WEATHER	9/11/2018	\$3,364.40	LIGHTNING STRIKE DATA SERVICE
Paid Chk# 042001 BARNABY KLEE	9/11/2018	\$75.00	LIFEGUARD CERTIFICATION REIMBU
Paid Chk# 042002 BAUMAN GRACE	9/11/2018	\$250.00	LIFEGUARD CERTIFICATION REIMBU
Paid Chk# 042003 BDS CONCRETE	9/11/2018	\$9,150.00	BAUCKNECHT PARK SIDEWALK
Paid Chk# 042004 DAKOTA PLAYGROUND	9/11/2018	\$45,000.00	BAUKECT PARK PLAYGROUND EQUIPM
Paid Chk# 042005 DAKOTA STAR GYMNASTICS	9/11/2018	\$407.58	AUG HEALTH REIMBURSEMENT
Paid Chk# 042006 DEAN FOODS NORTH CENTRAL	9/11/2018	\$128.11	MILK-SMAC
Paid Chk# 042007 DENNY'S ELECTRIC LLC	9/11/2018	\$150.00	ASA RENO CHECK LOCKER ROOM EXH
Paid Chk# 042008 DICKERSON OLIVIA	9/11/2018	\$125.00	LIFEGUARD CERTIFICATION REIMBU
Paid Chk# 042009 DIRK PLUMBING & HEATING INC	9/11/2018	\$146.00	TURN ON WATER HEATER AND PUMPS
Paid Chk# 042010 ECO FACILITY SERVICES	9/11/2018	\$400.00	ADMIN CLEANING SERVICES
Paid Chk# 042011 NAOMI ERDAHL	9/11/2018	\$17.94	STAFF PICNIC BEVERAGE REIMBURS
Paid Chk# 042012 FERGUSON WATERWORKS	9/11/2018	\$1,005.45	IRRIGATION SUPPLIES-PW
Paid Chk# 042013 FETZER ELECTRIC	9/11/2018	\$400.00	WIRE OF NEW RINK SCOREBOARD-SS
Paid Chk# 042014 FISHBECK BEN	9/11/2018	\$250.00	LIFEGUARD CERTIFICATION REIMBU
Paid Chk# 042015 GANGE TAYLA	9/11/2018	\$112.50	LIFEGUARD CERTIFICATION REIMBU
Paid Chk# 042016 HAAG SIGNS, INC	9/11/2018	\$600.00	GOLF COURSE SIGN-MM
Paid Chk# 042017 HAWKINS INC	9/11/2018	\$5,733.45	RR POOL CHEMICALS
Paid Chk# 042018 HOOTER & SCOOTER	9/11/2018	\$2,580.00	GOLF CART RENTAL-PINK IT FORWA
Paid Chk# 042019 HOPFAUF CUSTOM BUILDERS	9/11/2018	\$116.00	SOCCER COMPLEX BROKEN HANDLE
Paid Chk# 042020 ICON ARCHITECTURAL GROUP	9/11/2018	\$1,319.10	ASA RENO-CONSTRUCTION ADMIN
Paid Chk# 042021 INNOVATIVE OFFICE	9/11/2018	\$109.20	PAPER-ADMIN
Paid Chk# 042022 KADRMAS LEE & JACKSON INC	9/11/2018	\$8,000.00	MEM BALL PARK CONSTRUCTION ADM
Paid Chk# 042023 KELSCH KELSCH RUFF & KRANDA	9/11/2018	\$531.00	LEGAL FEES

Paid Chk# 042024	KK BOLD	9/11/2018	\$30.00	WEBSITE DESIGN UPDATE
Paid Chk# 042025	KNIFE RIVER	9/11/2018	\$54.80	WASHED ROCK-SOCCER IMPROV PROJ
Paid Chk# 042026	KNOLL MAGGIE	9/11/2018	\$125.00	LIFEGUARD CERTIFICATION REIMBU
Paid Chk# 042027	LAFLEUR ERIC	9/11/2018	\$250.00	LIFEGUARD CERTIFICATION REIMBU
Paid Chk# 042028	MANDAN PROGRESS	9/11/2018	\$3,000.00	MPO SUBSIDY
Paid Chk# 042029	MANDAN SCHOOLS ACTIVITIES	9/11/2018	\$1,124.42	SUPPLIES-SOCCER IMPROVEMENT PR
Paid Chk# 042030	MANN SIGNS INC	9/11/2018	\$12,420.00	DCB SIGNS-SOCCER IMPROVEMENT P
Paid Chk# 042031	MARKS HEATING & COOLING	9/11/2018	\$578.79	INSTALL NEW DOOR ON THE ICE CH
Paid Chk# 042032	MATTSON, ELMER	9/11/2018	\$15.00	REIMBURSEMENT FOR CELLPHONE CH
Paid Chk# 042033	MCPHERSON ABBY	9/11/2018	\$37.50	LIFEGUARD CERTIFICATION REIMBU
Paid Chk# 042034	MEYER KYLIE	9/11/2018	\$150.00	LIFEGUARD CERTIFICATION REIMBU
Paid Chk# 042035	ND BABE RUTH - WAYNE	9/11/2018	\$875.00	STATE DUES & TOURNEY HOST FEE
Paid Chk# 042036	NORTH DAKOTA GOLF	9/11/2018	\$440.00	HANDICAP FEES-PW
Paid Chk# 042037	NDACO	9/11/2018	\$2,094.10	OCT COMPUTER SUPPORT
Paid Chk# 042038	NEWMAN SIGNS	9/11/2018	\$585.00	GOLF/FOOT GOLF BILLBOARD
Paid Chk# 042039	NORTHERN TROPHY &	9/11/2018	\$1,562.00	YTH BASEKTBALL SHIRTS
Paid Chk# 042040	NORTHWEST CONTRACTING	9/11/2018	\$79,595.66	LOCK FIXES-ASA RENO
Paid Chk# 042041	OFFICE OF THE STATE	9/11/2018	\$100.00	2017 AUDIT REPORT REVIEW
Paid Chk# 042042	PEPSI BEVERAGES COMPANY	9/11/2018	\$4,148.55	RR RETURNS
Paid Chk# 042043	PETERSON COMPANIES	9/11/2018	\$16,880.00	GOAL POST INSPECTION FOR WIND
Paid Chk# 042044	PITNEY BOWES	9/11/2018	\$80.74	POSTAGE METER INK-ADMIN
Paid Chk# 042045	PLUNKETTS PEST CONTROL	9/11/2018	\$713.62	GENERAL PEST CONTROL-RR
Paid Chk# 042046	PORTER ERIK	9/11/2018	\$172.40	TENNIS SUPPLIES AND FUN DAY RE
Paid Chk# 042047	REINHART TJ	9/11/2018	\$150.00	LIFEGUARD CERTIFICATION REIMBU
Paid Chk# 042048	RENNERS LAWN SPRINKLING	9/11/2018	\$2,385.00	SPRINKLER SYSTEM-SOCCER IMPROV
Paid Chk# 042049	REVEL DIGITAL OPERATIONS	9/11/2018	\$2,335.32	LICENSE FOR 4 DIGITAL TVS
Paid Chk# 042050	RIVARDS TURF AND FORAGE	9/11/2018	\$474.09	TOUGH TURF MIX-SSC
Paid Chk# 042051	ROUGH RIDER INDUSTRIES	9/11/2018	\$3,010.00	LABOR FOR HOCKEY BOARDS-LEGION
Paid Chk# 042052	NICOLE SCHERR	9/11/2018	\$52.53	MILEAGE-MAC
Paid Chk# 042053	SPIFFY BIFFS	9/11/2018	\$476.00	PW
Paid Chk# 042054	STEINS INC	9/11/2018	\$143.74	CAN LINERS-RR
Paid Chk# 042055	STRATA CORPORATION	9/11/2018	\$400.50	CONCRETE-SOCCER IMPROV PROJECT
Paid Chk# 042056	SUBITUP INC	9/11/2018	\$450.00	50 ADD'L TIMECLOCK USERS DURIN
Paid Chk# 042057	US FOOD SERVICES INC	9/11/2018	\$4,474.15	FOOD COVERS-RR
Paid Chk# 042058	WARRENS LOCKS AND KEYS	9/11/2018	\$20.00	KEYS - SSC
Paid Chk# 042059	WESTON, STEPHEN	9/11/2018	\$69.62	WIPE BOARD & WOOD MOUNT-SOCCER
Paid Chk# 042060	WINFIELD SOLUTIONS LLC	9/11/2018	\$345.03	HERBICIDE-PW
<b>Total Checks</b>			<b>\$221,149.84</b>	

US Bank	\$26,447.37
9/07/18 Payroll	\$60,014.60
9/21/18 Payroll	\$55,441.69

Motion to adjourn the meeting was at approximately 6:05pm. Motion made by Commissioner Hatzenbuhler, seconded by Vice President Arenz. Motion passes.

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Cole Higlin  
Clerk, Mandan Park District

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Wade Meschke  
President, Board of Park Commissioner