

Mandan Park District
Board of Minutes
November 11, 2013

The Board of Park Commissioners duly met in regular session on Monday, November 11, 2013 at Mandan City Hall. Those present were, Vice President Porter, Commissioners Keller, Allan, and Legal Counsel Ruff. President Arenz and Commissioner Knoll were absent.

Vice President Porter called the meeting to order at approximately 5:30pm, CDT. Vice President Porter asked for approval of the minutes for November 11 regular meeting; A motion was made by Commissioner Keller, seconded by Commissioner Allan. A roll call was taken, all voting yes, motion passes.

Public Hearing: The first of two public hearing was held to discuss considering changing the start time of month board meetings to 4:30pm. Vice President Porter asked if anyone in the audience would like to appear or comment. Vice President Porter asked a second time to appear before closing the public hearing. Vice President Porter asked if staff or media have received any comments regarding the starting time. No one had received any comments.

Unfinished Business # 1: Director Higlin updated the Park Board of Commissioners on the fast pitch fields with the Mandan School District. After many meetings with school officials, it was agreed upon that maintenance concerns regarding the Faris Field site needed to be studied further. The school would like to see us make improvements to the Ft. Lincoln Elementary site. Both parties will contribute \$50,000 to make necessary improvements to the ball field. Vice President Porter recommended that we suspend our decision to contribute to Red Trail Elementary site and approve \$50,000 with a match from the school district. Motion by Allan and seconded by Allan to approve \$50,000 towards Ft. Lincoln Elementary Ball Field and to suspend our contribution towards Red Trail site. A roll call was taken, all voting yes, motion passes.

Unfinished Business # 2: Director Higlin presented the Park Board of Commissioners a special recognition of appreciation for the volunteer work that Ryan Maddock and Tyler Weigel completed at the Archery Range. Director Higlin presented certificates and a gift card for their hard work and effort.

New Business #1: Del Wetsch from the Mandan Progress Organization was unable to attend. The item was not addressed.

New Business #2: Director Higlin presented the exclusive beverage bid summary for 2014-2018. The Park District received two bids from Pepsi and Coca Cola.

	<u>Annual Fee</u>	<u>Average rebate/commission</u>	<u>5yr. Total</u>
Pepsi:	\$9775	\$30,800 (based on 2012 volume)	\$202,875
Coke:	\$10,000	(no rebates offered) \$22,160 product cost savings	\$160,800

Director Higlin reviewed the difference between both bids. Coke offers a lower product cost, with no rebate. It is in the best interest to award the bid to Pepsi for 2014-2018. Pepsi product cost per case is \$27.83 with a rebate per case of \$10.50 CSD or water \$11.70 which means our product cost nets out to be \$17.33. Motion by Keller and seconded by Allan to award the 2014-2018 exclusive beverage contract to Pepsi. Roll Call was taken, all voting yes, motion passes.

New Business # 3: Raging Rivers Manager Katzung requested for approval to hire an Aquatics Supervisor. RR Manager Katzung stated that Recreation Manager Dave Frueh with Director Higlin's approval to rearrange duties among staff to accommodate the new position. Currently Recreation Supervisor Kara Haff is responsible for the Mandan Aquatic Center, after school care and summer day care. With the addition of the new software and marketing opportunities', Recreation Supervisor Haff time will be spent learning and implementing the new software, marketing, and expanding the after school care site at Red Trail Elementary in 2014 and adding another summer site. The recommendation is to place the All Seasons Arena facility and ice scheduling responsibilities under Recreation Manager Dave Frueh. RR Manager Katzung will assume management duties of the Mandan Aquatic Center (MAC) and the new aquatic position. The new aquatic position will be responsible for all operations of swim lessons, fitness classes, lifeguards at Raging Rivers and MAC. Motion by Allan and seconded by Keller to approve hiring a new Aquatic Position. Roll Call was taken, all voting yes, motion passes.

New Business # 4: Director Higlin presented increasing pension contribution from the employer from 7% to 8% effective January 1, 2014. The City of Mandan increased their pension contribution to 8% effective Aug. 1, 2013 with discussion of increasing to 9% Jan. 1, 2013. The City of Mandan elected not to increase their pension to 9%.

Currently the Park District contribution is:

2013 Pension contribution (7%):	\$63,453
2014 Pension contribution (8%):	<u>\$72,518</u> (includes COLA and Merit)
Total increase:	\$9,065

Director Higlin reviewed our pension mill levy which is 1.36 mills and generates \$69,166. Our pension fund balance sits at \$54,180. Motion by Keller and seconded by Allan to approve increasing the Park District's pension contribution by 1% for a total of 8% and employees would still be required to contribute 2%. Roll Call was taken, all voting yes, motion passes.

Staff Reports. – None

Commissioner Reports. – No reports.

Authorize payment of the monthly bills. A motion by Commissioner Allan, seconded by Commissioner Keller, motion passes.

Insert bills that were
approved here!

Next upcoming regular meeting will be December 9, 2013 at 5:30 pm at City Hall.

A Motion to adjourn the meeting at approximately 6:10 pm was made by Commissioner Allan and seconded by Commissioner Keller.

Jason Arenz
President, Board of Park Commissioners

Cole Higlin
Clerk, Mandan Park District