

Mandan Park District  
Board of Minutes  
October 14, 2013

The Board of Park Commissioners duly met in regular session on Monday, September 9th, 2013 at Mandan City Hall. Those present were President Arenz, Vice President Porter, Commissioners Keller, Knoll, and Allan, and Legal Counsel Ruff.

President Arenz called the meeting to order at approximately 5:30pm, CDT. President Arenz asked for approval of the minutes for September 9<sup>th</sup> regular meeting; A motion was made by Commissioner Keller, seconded by Commissioner Knoll. A roll call was taken, all voting yes, motion passes.

**Unfinished Business # 1:** Director Higlin updated the Park Board of Commissioners on the fastpitch fields at Red Trail Elementary. Last month it was approved to allocate \$350,000 towards the land directly west of Faris Field. Since the last Park Board Meeting, school officials asked to meet to raise concerns with the lack of parking for Faris Field events. Tracy Porter, Dave Frueh, Jason Harris; Fast Pitch representative, Mike Bitz,; Superintendent, Jeff Lind; Asst. Superintendent, Lee Fleishner; School Board, and I met to discuss the fast pitch fields. The need for parking for Faris Field events is a concern; Mike and I both counted vehicles at the last football game and came up with around 150 vehicles that park on the Park District property. The concerns are the location of fast pitch fields and long range needs. It was agreed upon to invest into the two fields at the Red Trail site which the school district constructed as part of the bond issue. The fields at Red Trail Elementary were going to be practice fields and maintained by the Park District.

In order to make the fields competition ready, we need to add the following:

1. Fencing around two fields
2. Enclosed dugouts (one or two fields tbd)
3. Score boards
4. Expand irrigation
5. Concrete pad for batting cage/storage
6. Portable bleachers

Discussions were held on adding a restroom, concessions, and storage building similar to the north softball complex. The amount allocated for the project is not to exceed \$350,000; it was directed to get cost estimates from Al Fitterer Architect. Vice President Porter motion to reallocate the funds from Faris Field to Red Trail Elementary, seconded by Commissioner Allan. Roll call was taken, all voting yes, motion passes.

**Unfinished Business # 2:** Consider for approval to sell property to Terry Fleck. Last month staff was directed to get cost estimates of the property from Assessing Department which was recommended at \$1.20 per sq. ft. Director Higlin recommended to sell the property in the amount of \$1,680 and Mr. Fleck assuming all costs to transfer the property. Motion by Commissioner Keller, Seconded by Commissioner Knoll to sell the property in the amount of \$1,680 and Mr. Fleck assuming all costs. Roll call was taken, all voting yes, motion passes.

**New Business #1:** Diane Lillis and Caril Nitschke from Mandan Kiwanis Club wanted to present the Park District a check in the amount of \$6,700 to the Mandan Youth Baseball Club. Recreation Manager Dave Frueh accepted the check on behalf of the Park District and thanked them for all of the improvements that they have participated in.

**New Business #2:** Consider for approval purchase of the district Point of Sale/Online Software bids. Director Higlin presented that reason for the software and the it was approved in the 2014 budget. The purpose of approving the software now, allows staff and vendor installation time to take place over the winter months. Recreation Supervisor Kara Haff reviewed the three bids and recommended Vermont Systems in the amount of \$54,907. Motion by Commissioner Allan, seconded by Commissioner Keller to approve the purchase of Vermont Systems in the amount of \$54,907 and payment would be January 1, 2014. Roll Call was taken, all voting yes, motion passes.

**New Business # 3:** Consider for approval of Recreational Trail Grant to provide cross country skiing at Mandan Facilities. The Mandan Park District received a grant in the amount of \$6,640 towards a groomer and track system for a ATV. Director Higlin stated that in order to provide cross country skiing, we need to purchase a machine to pull the groomer and recommended that we purchase a utility vehicle that can be used year round by the golf department. Director Higlin recommended to allocate not to exceed \$23,000 to purchase a ATV utility vehicle. Since the item is under the \$25,000 bid limit, staff would be allowed to research and price the machine that will best fit their needs. Motion by Commissioner Knoll, Seconded by Commissioner Keller to approve purchasing an ATV not to exceed \$23,000. Roll call was taken, all voting yes, motion passes.

**New Business # 4:** Raging Rivers Annual Report was presented by Raging Rivers Manager Reid Katzung. Raging Rivers was open 53 days and this year attendance was 54,800. Attendance was slightly down from last year due to the cool temperatures in June. Total daily gate and membership sold generated \$477,123, concession net profit was \$83,800 which was the largest profit since we have opened. Raging Rivers Manager Katzung reported that this is the fifth year of operation we have a better handled on labor which is down from previous years.

**New Business #5:** Director Higlin updated the Park Board of Commissioners on the recent meetings regarding changes to the green space ordinance. Director Higlin introduced the new City of Mandan Planner, Bob Decker to assist with the new ordinance. The recommendation to the City Commissioner is to still require developers to allocate 7% land or cash in lieu, but also add city facilities into the land dedication. The City of Bismarck will be approving special assessing the land and improvements to the development; which the City of Mandan did not support as they are trying to put more special assessments on the developer.

**New Business # 6:** Discussion on the day and time of future Park Board meeting dates. Director Higlin suggested that we have on the agenda for November and December public hearings from the public about starting the meetings at 4:30pm on the second Monday of the month. No action was required and board consensus agreed to have a public hearing at our November and December board meetings.

Staff Reports. – None

Commissioner Reports. – No reports.

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

**Insert bills that were  
approved here!**

Next upcoming regular meeting will be November 11, 2013 at 5:30 pm at City Hall.

A Motion to adjourn the meeting at approximately 6:50 pm was made by Commissioner Allan and seconded by Commissioner Keller.

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Jason Arenz  
President, Board of Park Commissioners

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Cole Higlin  
Clerk, Mandan Park District