

Mandan Park District  
Board of Minutes  
September 9, 2013

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

Vice President Porter called the meeting to order at approximately 5:30pm, CDT. Vice President Porter asked for approval of the minutes for August 12<sup>th</sup> regular meeting. A motion was made by Commissioner Knoll, seconded by Commissioner Allan. A roll call was taken, all voting yes, motion passes.

Unfinished Business # 1: Planning for future tennis courts, fast pitch field, and parking adjacent to Faris Field. Director Higlin updated the board on moving two tennis courts to Legion Park on the east side of the warming house in 2015. We would need to relocate the leisure rink and relocate the full size hockey arena into two rinks. Discussions with the School District are to share 50/50 special assessment of a parking lot on the north end of the property to the west of Faris Field. The Park District along with the Baseball Booster's would construct a fast pitch field on the southern portion of the property. In exchange for the construction of the fast pitch field, the Park District request that two tennis courts would be part of the new Lakewood Elementary School in the near future. In 2014, the Park District would construct the fast pitch field and the parking lot. In 2015, we would construct two tennis courts on east side of warming house. A motion by Commissioner Knoll, seconded by Commissioner Allan, motion passes.

Unfinished Business # 2: Consider for approval bids for new scoreboard at Memorial Ballpark. Recreation Manager Dave Frueh presented the bid summary; Edling Electric \$27,650, Daktronics \$32,998, and BC6 Builders \$32,998. Recreation Manager Frueh recommended Daktronics in the amount of \$32,902. A motion by Commissioner Knoll, seconded by Commissioner Keller, motion passes.

Unfinished Business # 3: Update on Paces Lodging Division Street extension through Sunset Park. Director Higlin updated the board that Paces Lodging at this time would like to post pone discussion with Division Street extension through Sunset Park. Director Higlin stated that Paces Lodging wanted in addition to the street right away, 150' on both sides of the road for housing development. Director Higlin has stated that does not want homes on Sunset Park property and suggested that Paces Lodging places the road on the section line. No action was required.

New Business #1: Consider a request from Terry Fleck to acquire property adjacent to Municipal Golf Course. Director Higlin and staff meet with Mr. Fleck to review the request and the impact to the Municipal Golf Course near #8 tee box. It was determined that the total amount of land requested is 1,400sq. ft. Vice President Porter asked Attorney Ruff how we can go about selling a small limited use property. Attorney Ruff stated that the property would have to be platted, a valuation determined by the City Assessing Department to avoid gifting public property. Vice President Porter suggested entertaining a motion to have Mr. Fleck cover the cost of the title transfer, sell the property as an assigned value from City Assessor, and planting of tress. Jan Fasching had concerns about owner re-selling property. A motion by Commissioner Knoll, seconded by Commissioner Keller, motion passes.

New Business #2: Recreation Manager Dave Frueh presented the 2013 summary of summer recreational programs and survey results. Dave Frueh gave a brief overview of the summer activities. Surveys overall were good, not a lot of negativity. For a complete listing of survey and comments, contact Dave Frueh. No Action Required.

Public Hearing on Second Reading of the Budget: By law we cannot start the budget hearing until 6pm. At this time we would like to start the public hearing on the 2014 budget. Vice President Porter stated that staff will present the 2014 proposed budget and would allow public comments after the presentation.

Director Higlin presented the 2014 budget:

	<u>Revenues</u>	<u>Expenditures</u>
General Fund:	\$3,418,387	\$3,317,386
Social Security:	\$125,000	\$125,000
Special Assessments:	\$178,500	\$178,500
Employee Pension:	\$63,400	\$63,400
Mandan Baseball:	\$256,050	\$256,500
National SD Tourney:	\$35,000	\$35,000
Capital Improvement:	\$248,300	\$247,055
Raging Rivers:	\$763,000	\$763,000
Revenue Bonds:	\$178,000	\$178,000
Total:	\$5,265,637	\$5,162,891

Total mills will remain the same at 37.84 and recommend accepting the 3.5% valuation increase.

At this time Vice President Porter opened the hearing for comments from the public. Hearing no comments, the public hearing was closed.

Vice President Porter read budget ordinance 1042, motion by Commissioner Knoll, seconded by Commissioner Keller, all voting yes motion passes.

New Business # 3: Approval to advertise exclusive pop contract for 2014-2018. Director Higlin stated that our current beverage contract expires Jan. 31, 2014. Director Higlin stated that no changes to the RFP from prior years. The Park District would be asking for an annual fee, rebate price on product by the case, and pricing of product. Bid opening would take place Nov. 4, 2013 and awarded at our November board meeting. A motion by Commissioner Allen, seconded by Commissioner Knoll, motion passes.

Staff Reports. – Cole Higlin announced the resignation of Accounting Manager Gaye Niemiller. Reid Katzung reported good season with Waterpark and will be presenting the Annual Report in October. Dave preparing for fall season sports.

Commissioner Reports. – No reports.

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

038404 CASS-CLAY CREAMERY	(3874.99)
038513 DAVE FRUEH	\$57.50
038514 HAFF, KARA	\$57.50
038515 COLE HIGLIN	\$57.50
038516 DANIELLE SCHWARTZ	\$57.50
038517 MIKE ZERR	\$57.50
038518 AL FITTERER ARCHITECT	\$1,708.20
038519 ARMOR INTERACTIVE	\$61.25
038520 BISMARCK TRIBUNE	\$193.24
038521 BROWN AND SAENGER	\$220.33
038522 BTInet	\$19.95
038523 CASS-CLAY CREAMERY	\$1517.82
038524 CENTURY LINK	\$53.83
038525 CITY OF MANDAN	\$19,811.73
038526 CLARK, DENISE	\$45.06
038527 CS DOORS INC	\$102.72
038528 DAKOTA PROMOTIONS	\$147.94
038529 FERGUSON ENTERPRISES INC	\$86.47
038530 FITE, BRE	\$5.00
038531 GAMETIME	\$5,147.34
038532 MICHAEL & VALERIE GUSTAVSSON	\$65.00
038533 HARRIS, JASON	\$65.00
038534 HAWKINS INC	\$7,400.30
038535 HERTZ, KRISTIN	\$48.00
038536 IMAGE PRINTING INC	\$4,279.99
038537 J & S SANITATION SERVICE	\$600.00
038538 KELSCH KELSCH RUFF & KRANDA	\$615.00
038539 LILLIS ELECTRIC INC	\$550.00
038540 RYAN MADDOCK	\$163.92
038541 MAHLUM GOODHART, INC	\$215.00
038542 MANDAN POLICE DEPARTMENT	\$15.00
038543 MANDAN PROGRESS ORGANIZATION	\$3,000.00
038544 MANDAN PUBLIC SCHOOLS	\$325.00
038545 MATAH ADVENTURES INC	\$370.00
038546 MISSOURI RIVER PAGES	\$50.00
038547 MONTANA DAKOTA UTILITIES	\$11,837.76
038548 ROSS & ANDREA MUNNS	\$65.00
038549 INFORMATION TECHNOLOGY DEPT	\$7.70
038550 OFFICE OF STATE AUDITOR	\$100.00
038551 NDACO RESOURCES GROUP INC	\$1,000.20
038552 NORTHERN TROPHY & PROMOTIONS	\$712.00
038553 ODGEN, BRUCE	\$20.00
038554 PEPSI	\$1,919.07
038555 PHOENIX CONSTRUCTION	\$3,270.00
038556 PURCHASE POWER	\$360.61
038557 PREBLE MEDICAL SERVICES INC	\$270.00
038558 RIVARDS TURF AND FORAGE	\$251.63
038559 ROTO ROOTER SEWER & DRAIN	\$100.00

038560 SCHAFF & SONS REPAIR	\$1,899.14
038561 SPIFFY BIFFS	\$172.00
038562 STARION INSURANCE	\$61.00
038563 SYSCO	\$8,777.85
038564 TWEETEN, JEFF	\$65.00
038565 US FOOD SERVICES INC	\$5,476.11
038566 VANCO SERVICES, LLC	\$17.75
038567 VSA NORTH DAKOTA	\$220.00
038568 WALD, SHERRY	\$10.00
038569 WARRRENS LOCKS AND KEYS	\$934.30
038570 WASTE MANAGEMENT OF ND INC	\$2,286.41
038571 DOUG ZANDER	\$65.00

Payroll total for 09/02/2013

Payroll total for 09/16/2013

Payroll total for 9/30/2013

US BANK

Next upcoming regular meeting will be October 15<sup>th</sup>, 2013 at 5:30 pm at City Hall.

A Motion to adjourn the meeting at approximately 6:21 pm was made by Commissioner Keller and seconded by Commissioner Allan.

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Tracy Porter  
Vice President, Board of Park Commissioners

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Cole Higlin  
Clerk, Mandan Park District