



Mandan Park District Board Meeting
April 3, 2020
8:15am Special Board Meeting
Conference Call

For those citizens that would like to participate in our video conference, please click on the link.

https://teams.microsoft.com/l/meetup-join/19%3ameeting_YTJkMGM4YWQtNjA2OC00ZGZjLTllZmUtNzJiM2YzNzRIYTI1%40thread.v2/0?context=%7b%22Tid%22%3a%22cb3cd161-5cee-4db1-80af-fae4a43306d2%22%2c%22Oid%22%3a%221ad9d53a-8015-40f0-aa12-34acdde60d2c%22%2c%22IsBroadcastMeeting%22%3a%22true%7d CH

Call to Order:

Item 1: Park Commissioners and Staff demonstration on video conferencing. - Chad and Jason commented that we should continue to presume that we will do a video conference on April 13 for the Mandan Park Board Meeting. Wanda, Miles, and Wade were unable to comment during this time.

Item 2: Leadership Team Updates relating to covid-19:

- a) **Accounting/Payroll** – The Accounting Dept. is absorbing Andrea Geck’s day to day duties. Josh and Teri are working from home and functioning quite well. Their day to day operations haven’t slowed down at all. Additional duties includes processing a lot of refunds and understanding how to implement Family First Act. They are also working on all the Audit work.
- b) **Parks** – The Parks Dept. is business as usual but they are taking extra cleaning pre-cautions. They are working to clean the playground twice a week. If the parks were to close down this would be communicated with Bismarck Parks. We are encouraging caution and social distancing when patrons are utilizing the parks.
- c) **Rec & Facilities** – Dave and his staff are working on deep cleaning the facility and starting to work outside with cleaning and maintenance work. Program registration currently started on April 1 and will continue as planned. MAC refunds have been in process and the MAC May deposit will be refunded at a later date pending school closures. Dakota Star Gymnastics is following Mandan Park District’s opening and closing suite. Northwest Contracting has completed the hail damage work for the Starion Sports Complex.
- d) **Golf** – Golf opened last Sunday, March 29 and have had roughly 80 rounds a day. Going to 12 minute tee times have affected this the amount of golf rounds. Prairie West lost their biggest tournament due to tournaments not able to find sponsorship dollars. Brad views loosing tournaments as a big concern. Most of the tournaments begin in June. He is working with minimal staff right now.
- e) **Raging Rivers** – Cole is monitoring the potential refunds associated with Raging Rivers. Casey Sammons is currently working at the facility. Nikki has taken on some on the cancellations, refund and registrations duties. Staff is working on cleaning inside and outside the facility. They are still moving forward as normal and planning like they would open but not bringing on any extra staff at this time.

- f) **Admin** – Cole has been sending out a weekly email to provide information regarding our sales tax collection information. Cole and Teri are projecting it to be down by approximately \$300,000-\$350,000 for State Aid. For the April 13 Mandan Park Board meeting, the Mandan Parks managers will revise the 2020 budget. When the governor does determine a State Emergency, Mandan Park District would qualify and potential be reimbursed for its refunds. As more information is known, it will be brought forth to the Mandan Park Board. The goal is for all full time staff to get a paycheck. Full time staff have been flexible with assisting in different departments.

Other comments: There are only 9 presenters allowed in the meeting but 250 patrons are able to listen into the meeting.

Adjournment: 1st – Jason – 2nd Chad

FUTURE MEETING DATES FOR PARK BOARD COMMISSIONERS:

April 8, 2020	Park Operations Portfolio	7:30am District Maintenance Office
April 13, 2020	Park Board Meeting	5:30pm City Hall

Cole Higlin

[Cole Higlin \(Apr 17, 2020\)](#)

Cole Higlin
Clerk, Mandan Park District



Wade Meschke
President, Board of Park Commissioner









4.3.20 Mandan Park Board Meeting

Final Audit Report

2020-04-17

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