

Mandan Park District
Board Meeting Minutes
January 13, 2020

The Board of Park Commissioners duly met in special session on Monday, January 13, 2020 at City Hall 205 2nd Ave NW in the Bosch Froelich room.

Attendees:

Park Commissioners: President Wade Meschke, Vice President Jason Arenz, Commissioners Chad Hatzenbuhler, Wanda Knoll and Miles Mehlhoff.

Park District Staff present: Director Cole Higlin, Park Superintendent Dustin Fleck, and Golf Operations Manager Brad Olson.
Legal Council: Arlen Ruff

President Meschke called the meeting to order at approximately 5:30pm, CDT.

Public Communication: No one appeared.

Minutes: Motion by VP Arenz and seconded by Commissioner Hatzenbuhler to approve the December 9, 2019 regular meeting. Motion passes 5-0.

Item 1: Director Higlin presented the 2020 park board monthly meeting dates and recognized holidays. Motion by VP Arenz to approve the 2020 Park Board and Portfolio meeting dates as presented. Seconded by Commissioner Knoll, motion passes 5-0.

Item 2: Director Higlin presented a proposal from JLG Architect to consider a joint feasibility study with the Mandan Hockey. The study would research opportunities to expand our locker room needs and dry land space. The cost of the feasibility study is \$2,000 and the cost would be shared equally between the Mandan Park District and the Mandan Hockey Club. Director Higlin stated that participating in the study does not commit the Park District to any financial commitment.

Nate Miller President of the Mandan Hockey Club presented the need for additional space for the increase enrollment. The Starion Sports Complex has had a huge impact in the community. In 2017 we increased our enrollment in the club and in 2019 we also increased our younger members. We are looking to improve and discuss among facility users that we can make improvements at the complex. The goal is to determine if we can construct and what the costs will potentially be to make this happen. President Meschke asked about practice times for USA hockey. Intro to hockey allows kids to come out for two weeks and get them on the ice for two weeks. This allows them a minimal commitment to help experience in this program. The Mandan Hockey Club has about a 50% retention, currently they have 262 skaters in the club. Commissioner Hatzenbuhler asked if they have talked to other users of the facility to see what their needs are. Once we get approval to complete the feasibility study and receive the cost estimates, we will determine if it's viable and bring those representatives into the discussions. Recreation and Facility Manager Dave Frueh discussed the need for additional space during core times during the day. If the school and U Mary hockey programs want to have permanent locker rooms to leave their stuff permanently, we will need additional locker rooms. U Mary is the only group that has dedicated locker rooms for their equipment, but have to move their equipment periodically to accommodate our locker room needs for larger events. Nate Miller stated another need is dry land space. The current space isn't large enough to accommodate our goals and increase skill level with strength training.

Commissioner Hatzenbuhler discussed additional facility needs such as work out space that has a benefit to the entire community. Nate Miller stated that we haven't thought that far in advance. Commissioner Hatzenbuhler stated that he is disappointed that the school district and U Mary are not included in the discussions. President Meschke supports the study and using tax payers dollars so soon since we just constructed the facility, I am hesitant to commit funds towards construction. Commissioner Knoll asked if the study would include a fitness center, currently it would not include a fitness center. Commissioner Hatzenbuhler asked Director Higlin if cost estimates will include utility cost estimates to our operations, currently it does not. Commissioner Hatzenbuhler asked are we going to see our subsidy increase with the additional space potentially being added. Director Higlin stated that the new proposed areas will not bring in any additional revenue and will add to the utility costs. Based on state wide ice arena operating budgets, many of them do require subsidy to operate.

President Meschke stated that the Sports Complex will never be a money maker and the goal is to maximize the facility. The deficit doesn't reflect the \$1.25 million upfront lease. We currently do not reflect the \$125,000 annual lease revenue annually as we received it upfront. If we reflected the \$125,000 in each operating year, the subsidy would look at lot different. So we need to keep that in mind when we talk about operating expenses for the Sports Complex. Recreation and Facility Manager Dave Frueh explained the amount each group rents in ice rent annually.

Commissioner Hatzenbuhler stated that the Park District will have very little to benefit for additions as we do not run any programs at the Sports Complex. Commissioner Mehlhoff stated that the study will determine if it's feasible to expand the footprint and there is a benefit to the Park District. Commissioner Knoll supports the study to determine if we are able to do anything in the future. Once the study is completed, then we can communicate with everyone that uses the facility to make sure we address all their needs. VP Arenz stated that he supports the study, sometimes we do too many studies when we all know the answers to what we want. VP Arenz doesn't support participating financially towards the project because the Park District has no direct benefit. The Mandan Hockey Club needs to determine how to fund the project on their own. Nate Miller stated that we are now able to host four tournaments this year compared to the old arena we couldn't host. Director Higlin recommended sharing the cost estimate of the study with the Mandan Hockey Club since it will be a document for the Park District to use in the future for strategic planning.

Motion by VP Arenz and seconded by Commissioner Knoll to approve the \$2,000 feasibility study shared equally with the Mandan Hockey Club. Motion passes 4-1; with Commissioner Hatzenbuhler voting no.

Item # 3: Recreation & Facility Manager Dave Frueh presented the 2020 SSC ice rental agreement with the Mandan Hockey Club. The \$100,000 ice rental agreement runs on the calendar year and we support as presented. Commissioner Hatzenbuhler asked how much ice was rented last year compared to the agreement. Recreation & Facility Manager Dave Frueh stated they only used around \$96,000. Motion by VP Arenz and seconded by Commissioner Hatzenbuhler to approve the 2020 Mandan Hockey ice rental agreement. Motion passes 5-0.

Item # 4: Golf Operations Manager presented the 2020 golf rates for approval.

Mandan Park District Golf Course Rates 2020			
SEASON TICKETS			
	PRAIRIE WEST	MDN MUNICIPAL	COMBO
	ALL PRICES INCLUDE SALES TAX		
FAMILY	1,625.00	950.00	1,700.00
ADULT	725.00	550.00	750.00
STUDENT	210.00	175.00	275.00
SENIOR	600.00	450.00	625.00
HUSBAND/WIFE	1,350.00	850.00	1,400.00
CORPORATE	2800.00	1,900.00	2900.00
GREEN FEES			
	PRAIRIE WEST	MDN MUNICIPAL	
	ALL PRICES INCLUDE SALES TAX		
9 HOLES	22.00	19.00	
18 HOLES	32.00	25.00	
Senior +65	19.00/25.00	17.00/23.00	
Student	11.00/15.00	8.00/10.00	

SALES TAX INCLUDED	
BIS/MDN JOINT GREEN FEE PKG	320.00

PULL CARTS	PRAIRIE WEST	MDN MUNICIPAL
ALL PRICES INCLUDE SALES TAX		
9 HOLES	5.00	5.00
18 HOLES	7.00	7.00

DRIVING CARTS	PRAIRIE WEST	MDN MUNICIPAL
ALL PRICES INCLUDE SALES TAX		
9 HOLES	9.00 PER SEAT	9.00 PER SEAT
18 HOLES	18.00 PER SEAT	18.00 PER SEAT
SEASON	550 1 course	600 both courses

	TAX INCLUDED
1-TOKEN regular	5.00
2-TOKEN large	9.00
SEASON	300.00

TRAIL FEES	PRAIRIE WEST	MDN MUNICIPAL
9 HOLES	8.00	7.00
18 HOLES	12.00	11.00
SEASON	450 for 1	500 for both

CLUB RENTAL	PRAIRIE WEST	MDN MUNICIPAL
9 HOLES	10.00	10.00
18 HOLES	15.00	15.00

CLUBHOUSE RENTAL	PRAIRIE WEST
	200.00
kitchen	250.00

Commissioner Knoll motioned to approve the 2020 golf rates as presented, seconded by Commissioner Hatzenbuhler. Motion passes 5-0.

Items # 5: Director Higlin informed the board that tree removal at Prairie West GC will start this week around #3 green and #4 tee box area. Next week we have the Joint Powers Agreement with the School District to discuss demolition cost estimates for Faris Field. Director Higlin also shared planning with land north of the Middle School near our 47 acres that we purchased in 2008. Director Higlin shared future roads and how I have expressed our need to future trails along major arterial roads connecting to Hwy 1806. Commissioner Mehlhoff stated that Nathan Toman will be the new president of the soccer club.

Authorization of payment of the monthly bills. Motion was made by VP Arenz seconded by Commissioner Knoll, Motion passes 5-0.

**MANDAN PARK DISTRICT
*Check Summary Register**

Name	Check Date	Check Amt	
11000 STARION FINANCIAL			
Paid Chk# 042876	ALYEA, CODY	1/14/2020	\$24.59 DEC CELL PHONE REIMBURSEMENT-P
Paid Chk# 042877	AMERICAN WELDING	1/14/2020	\$497.59 TANK LEASE WELDING-PW
Paid Chk# 042878	ARROW SERVICE TEAM	1/14/2020	\$10,234.88 EAGLES PARK VANDALISM CLEAN UP
Paid Chk# 042879	BARTH, DALE	1/14/2020	\$40.00 DEC CELL PHONE REIMBURSEMENT-P
Paid Chk# 042880	BOBCAT OF MANDAN INC	1/14/2020	\$6,200.54 SNOWBLOWER-PARK SHOP
Paid Chk# 042881	CAPITAL TROPHY INC	1/14/2020	\$21.50 STAFF AWARDS
Paid Chk# 042882	CENTRAL MECHANICAL IN	1/14/2020	\$140.00 BOILER SERVICE CALL SSC
Paid Chk# 042883	CHURCHILL, KELLY	1/14/2020	\$50.00 DEC CELL PHONE REIMBURSEMENT-A
Paid Chk# 042884	DAKOTA FENCE	1/14/2020	\$3,276.00 REPLACE CANTILEVER GATE ROLLER
Paid Chk# 042885	DAKOTA WEST CONTRACTING	1/14/2020	\$120.00 EAGLES PARK FRP PANELS
Paid Chk# 042886	DENNYS ELECTRIC LLC	1/14/2020	\$480.00 ASA LIGHT REPAIR
Paid Chk# 042887	DIRK PLUMBING & HEATING INC	1/14/2020	\$234.82 FIX TO PW URINAL
Paid Chk# 042888	DOUGHERTY & COMPANY LLC	1/14/2020	\$500.00 FEES FOR CONTINUING DISCLOSURE
Paid Chk# 042889	ECO FACILITY SERVICES	1/14/2020	\$400.00 OFFICE CLEANING-ADMIN
Paid Chk# 042890	ELECTRO WATCHMAN INC	1/14/2020	\$180.00 ANNUAL FIRE INSPECTION ASA
Paid Chk# 042891	ETSYSTEMS INC	1/14/2020	\$117.00 ASA TEMPERATURE ALARM SERVICE
Paid Chk# 042892	FIRESIDE OFFICE SOLUTIONS	1/14/2020	\$376.00 PAPERVISION ANNUAL MTNCE CONTR
Paid Chk# 042893	FRUEH, DAVE	1/14/2020	\$111.18 DEC MILEAGE - REC
Paid Chk# 042894	JOHS, CASEY	1/14/2020	\$43.86 DEC MILEAGE-AD BBALL
Paid Chk# 042895	LPT IMAGES	1/14/2020	\$64.00 SANTA SKATE PHOTOS
Paid Chk# 042896	MANDAN PUBLIC SCHOOLS	1/14/2020	\$50,000.00 ANNUAL JOINT FACILITIES AGREEM
Paid Chk# 042897	MANDAN SOCCER BOOSTER	1/14/2020	\$720.50 SOCCER BALLS, NETS, AED-2019 M
Paid Chk# 042898	NDRPA	1/14/2020	\$1,100.00 2020 NDRPA MEMBERSHIP
Paid Chk# 042899	NORTHERN TROPHY &	1/14/2020	\$381.27 SHIRTS-ADULT VBALL
Paid Chk# 042900	NOVA FIRE PROTECTION INC	1/14/2020	\$150.00 ASA 1 YEAR FIRE PROTECTION SER
Paid Chk# 042901	PETTY CASH	1/14/2020	\$40.00 WINTERDAZE SENIOR ACTIVITIES
Paid Chk# 042902	RED RIVER REFRIGERATION	1/14/2020	\$375.00 COMPRESSOR MAINT-SSC
Paid Chk# 042903	NICOLE SCHERR	1/14/2020	\$42.84 DEC MILEAGE-MAC
Paid Chk# 042904	SPIFFY BIFFS	1/14/2020	\$24.50 PORT TOILETS-DOG PARK
Paid Chk# 042905	STARION INSURANCE	1/14/2020	\$14.00 NDIRF INSURE 7 PIECES NEW EQUI
Paid Chk# 042906	SUBITUP INC	1/14/2020	\$5,133.60 2020 ANNUAL FEE FOR TIMECLOCK
Paid Chk# 042907	ADOLPH KIEFER AND	1/14/2020	\$305.25 RESCUE TUBES & JACKETS-MAQC
Paid Chk# 042908	USGA CLUB MEMBERSHIP	1/14/2020	\$150.00 ANNUAL MEMBERSHIP
Paid Chk# 042909	VERMONT SYSTEMS INC	1/14/2020	\$9,306.00 2020 ANNUAL MAINTANENCE REC SO
	Total Checks		\$90,854.92
	US Bank		\$22,312.12
	Payroll 1/10/20		\$61,278.60
	Payroll 1/24/20		\$54,747.49

Motion to adjourn the meeting was at approximately 6:20pm. Motion made by Commissioner Knoll, seconded by Commissioner Hatzenbuhler. Motion passes 5-0.

Cole Higlin
 Cole Higlin (Feb 11, 2020)

 Cole Higlin
 Clerk, Mandan Park District

Wade Meschke

 Wade Meschke
 President, Board of Park Commissioner

January 13 2020 minutes

Final Audit Report

2020-02-11

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