

Mandan Park District
Board Meeting Minutes
March 8, 2021

The Board of Park Commissioners duly met in special session on Monday, March 8, 2021, at City Hall, 205 2nd Ave NW in the Bosch Froelich room.

Attendees:

Park Commissioners: Vice President Jason Arenz, Commissioners Chad Hatzenbuhler, Jen Froehlich and Miles Mehlhoff.

Park District Staff present: Cole Higlin, Teri Welch, Dustin Fleck and Dave Frueh.

Legal Council: Arlen Ruff

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

Public Communication: No one appeared.

Minutes: Motion by Commissioner Froehlich and seconded by Commissioner Hatzenbuhler to approve the February 8, 2021 regular meeting. Motion passes 4-0.

Item #1 Director Higlin provided an update on the feasibility study with ICON Architect firm on the Park Operations Maintenance Building. Director Higlin reviewed the information at today's Parks Portfolio meeting which included Accounting Manager Teri Welch, Park Operations Manager Dustin Fleck, Commissioner Miles Mehlhoff, Director Higlin, and ICON representative Lee Pierce. The study revealed that in order to bring the current building up to code, renovation cost is estimated at \$800,000 for a 1940's building. Director Higlin stated the Park Portfolio Committee recommends proceeding with a new 10,000 sq ft building not to exceed \$2 million with a fee of 7% from ICON. The current storage building will be used for overflow storage and we will replace the exterior metal siding to match the new building. Director Higlin provide a financial overview of how we could pay off current debt with cash reserves in the amount of \$525,000; this includes paying off Raging Rivers improvements, Sports Complex land, and Aquatic Center dehumidifier to prepare for potential new debt for the new maintenance building. We could use \$500,000 from the capital improvement fund to pay for expenses in 2021. This fall, we can decide if we want to use general fund reserves to reduce debt or take out a loan for the remaining balance of \$1.5 million. Timeline for design and bid is 4-5 months; we will have actual construction costs in August. Park Superintendent Fleck provided an overview of the maintenance area and recommends going north of his current shop while not affecting the Southside Master Plan for Faris Field. Motion by Commissioner Hatzenbuhler and seconded by Commissioner Froehlich to approve constructing a new 10,000 sq ft Park Operations Maintenance Building not to exceed \$2 million. Motion passes 4-0.

Item #2: Recreation & Facilities Manager Dave Frueh presented a bid summary for the 2022 ice resurfacers. The low bid was Olympia for \$107,025 with a trade in of the 2004 Olympia for \$10,000. Total cost to the district is \$97,025 and we sold naming rights to Schwan Buick GMC Cadillac for \$50,000. Motion Commissioner Mehlhoff and seconded by Commissioner Hatzenbuhler to approve Big Hill Services for \$97,025 including the trade in of the 2004 Olympia. Motion passes 4-0.

Item # 3: Director Higlin present the rough draft of the 2022-2023 strategic plan as our current strategic plan expires in 2021. Currently the leadership team and supervisors have participated in discussions for items to address while developing goals for their department. Director Higlin wanted Park Commissioners to review their portfolio and provide additional feedback on their goals and objectives for the district. Director Higlin would like recommendations emailed back to him by March 12; we would present the final document to the board for approval at our April 12, 2021 board meeting.

Authorization of payment of the monthly bills. Motion by Commissioner Mehlhoff and seconded by Commissioner Hatzenbuhler, Motion passes 4-0.

MANDAN PARK DISTRICT
***Check Summary Register**

Paid Chk# 043587	ABRASIVES INC	3/9/2021	\$1,438.34	SAND - PW
Paid Chk# 043588	ALL-AMERICAN ARENA	3/9/2021	\$549.35	GLASS CLIPS SSC
Paid Chk# 043589	ALYEA, CODY	3/9/2021	\$24.46	FEB. CELL PHONE REIMBURSEMENT-
Paid Chk# 043590	AVI SYSTEMS	3/9/2021	\$427.50	SECURITY CAMERA REPAIRS SSC
Paid Chk# 043591	BANYON DATA SYSTEMS INC	3/9/2021	\$495.00	PAYROLL SUPPORT FOR DSG
Paid Chk# 043592	BARTH, DALE	3/9/2021	\$32.75	FEB. CELL PHONE REIMBURSEMENT-
Paid Chk# 043593	BOBS CUSTOM SERVICES INC	3/9/2021	\$635.00	LIGHT INSTALLATION PW
Paid Chk# 043594	CAPITAL CITY RESTAURANT	3/9/2021	\$9,403.54	FRYER PARTS RR
Paid Chk# 043595	CENTRAL MECHANICAL IN	3/9/2021	\$1,178.48	REPAIR WATER PIPE LEAK SSC
Paid Chk# 043596	CITY OF MANDAN	3/9/2021	\$488.32	PARKS GAS
Paid Chk# 043597	DAKOTA FIRE STATION	3/9/2021	\$109.00	ANNUAL INSPECTION SSC
Paid Chk# 043598	DAKOTA STAR GYMNASTICS	3/9/2021	\$478.64	REIMBURSE AMANDA HEALTH INS FE
Paid Chk# 043599	ETSYSTEMS INC	3/9/2021	\$124.00	IN-OFFICE PROGRAMMING SSC
Paid Chk# 043600	FRUEH, DAVE	3/9/2021	\$100.80	FEBRUARY MILEAGE REIMBURSEMENT
Paid Chk# 043601	INDIGO SIGNWORKS INC	3/9/2021	\$2,950.00	REPAIR STARION SIGN SSC
Paid Chk# 043602	INNOVATIVE OFFICE	3/9/2021	\$117.75	PAPER/FOLDERS-ADMIN
Paid Chk# 043603	JOHS, CASEY	3/9/2021	\$49.28	FEBRUARY MILEAGE REIMBURSEMENT
Paid Chk# 043604	MANDAN POLICE DEPARTMENT	3/9/2021	\$60.00	MM - ANNUAL MONITORING FEE
Paid Chk# 043605	MANDAN NORTHWEST PIPE INC	3/9/2021	\$16.26	CLAMPS/BLADES SSC
Paid Chk# 043606	MANDAN PUBLIC SCHOOLS	3/9/2021	\$23,843.65	MAQC AIR HANDLING &DEHUMIDIFIE
Paid Chk# 043607	MANN SIGNS INC	3/9/2021	\$120.00	PRIVATE PROPERTY SIGNS PW
Paid Chk# 043608	MTI DISTRIBUTING INC	3/9/2021	\$188,810.43	TORO MOWER SSC
Paid Chk# 043609	NORTH DAKOTA GOLF	3/9/2021	\$275.00	2021 ASSOCIATION DUES MM
Paid Chk# 043610	NEUBERGER, TERRY	3/9/2021	\$800.00	JANUARY CLEANING-ADMIN BLDG
Paid Chk# 043611	NORTHERN TROPHY &	3/9/2021	\$1,567.50	YOUTH BASEKETBALL SHIRTS
Paid Chk# 043612	NRG TECHNOLOGY SERVICES	3/9/2021	\$3,599.83	APRIL I.T. SERVICES
Paid Chk# 043613	RED RIVER REFRIGERATION	3/9/2021	\$215.00	MONTHLY AMMONIA SYSTEM MAINTEN
Paid Chk# 043614	RIVARDS TURF AND FORAGE	3/9/2021	\$15,099.94	FERTILIZER PW
Paid Chk# 043615	NICOLE SCHERR	3/9/2021	\$98.24	FEBRUARY MILEAGE REIMBURSEMENT
Paid Chk# 043616	STEINS INC	3/9/2021	\$150.40	ALL PURPOSE CLEANER SSC
Paid Chk# 043617	TCF NATIONAL BANK	3/9/2021	\$250.00	DOC. FEE FOR GOLF CART LEASE A
Paid Chk# 043618	BISMARCK TRIBUNE	3/9/2021	\$786.48	ADVERTISE 2020 PARK DISTRICT O
Paid Chk# 043619	THE PRINTERS INC	3/9/2021	\$285.00	GOLF CORPORATE PASS CARDS
Paid Chk# 043620	THOMAS, KELLY	3/9/2021	\$50.00	JANUARY CELL PHONE REIMBURSEME
Paid Chk# 043621	WATSON, TYRA	3/9/2021	\$99.28	JAN CELL PHONE REIMBURSEMENT-R
Paid Chk# 043622	WESTERENG, JOHN	3/9/2021	\$38.64	JAN CELL PHONE REIMBURSEMENT
	Total Checks		\$254,767.86	
	US Bank P-cards		\$14,411.19	
	3-5-21 Payroll		\$62,251.92	
	3-19-21 Payroll		\$63,775.44	

Motion to adjourn the meeting was at approximately 6:02pm. Motion made by Commissioner Mehlhoff and seconded by Commissioner Froehlich. Motion passes 4-0.

Cole Higlin

Cole Higlin (May 7, 2021 10:11 CDT)

Cole Higlin
 Clerk, Mandan Park District



Wade Meschke
 President, Board of Park Commissioner









March 8 2021 minutes new

Final Audit Report

2021-05-07

Created:	2021-05-07
By:	Kelly Churchill (kchurchill@mandanparks.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAARCYA-2OmHK9tCS8luofbp9PDdVp2Nhbi

"March 8 2021 minutes new" History

-  Document created by Kelly Churchill (kchurchill@mandanparks.com)
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-  Document emailed to Cole Higlin (chiglin@mandanparks.com) for signature
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