

Mandan Park District
Board Meeting Minutes
November 11, 2019

The Board of Park Commissioners duly met in special session on Monday, November 11, 2019 at City Hall 205 2nd Ave NW in the Bosch Froelich room.

Attendees:

Park Commissioners: President Wade Meschke, Commissioner's Chad Hatzenbuhler, Wanda Knoll and Miles Mehlhoff.

Park District Staff present: Director Cole Higlin, Park Superintendent Dustin Fleck, and Raging Rivers Supervisor Bill Ayshford Jr.

Legal Council: Arlen Ruff

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

Public Communication: No one appeared.

Minutes: Motion by Commissioner Knoll and seconded by Commissioner Hatzenbuhler to approve the October 14, 2019 regular meeting. Motion passes 4-0.

Unfinished Business:

Item # 1: Park Superintendent Dustin Fleck updated the board on the status of HA Kautzmann Park design committee decisions. Park Superintendent Fleck presented a nature theme playground options for the committee to determine which option they prefer. We will do an RFP after first of the year once funding is amended in the 2020 budget. We will keep the new playground in the same location, rehabilitate the existing shelter, replace sidewalks, clean up the landscaping, new sidewalks, combined basketball/tennis courts, and a youth single track mountain bike trail. Director Higlin requested approval to amend the 2020 budget by \$300,000 for the HA Kautzmann Park improvements. Motion by Commissioner Knoll and seconded by Commissioner Mehlhoff to amend the 2020 budget to allocate the \$300,000 HA Kautzman Park improvements.

New Business:

Item # 1: Raging Rivers Supervisor Bill Ayshford Jr presented the 2019 annual report. This year Raging Rivers was only open 63 days due to the extremely cold and wet summer that we had. We had 38 days with temps between 70-79 degrees and 35 days between 80-89 degrees. This summer was the 12th wettest on record and August was the 5th wettest on record for our area. Total attendance for the park was 40,000 people which was down about 3,000 people compared to 2018. In 2019 we sold more season passes compared to 2018 and daily tickets also decreased by about \$46,000. The concession revenue exceeded last year due to the new pricing of the Pepsi exclusive agreement. The utilities were down significantly from last year because Casey Sammons, Facility Maintenance Supervisor changed how we ran our circulating pumps. Due to the wet summer, we are going to allow any unused passes in 2019 to be used in the month of June in 2020. Overall financially Raging Rivers was successful as we had to make financial decision throughout the season to meet our revenue goals.

Items # 2: Director Higlin presented a MDU access easement through the Starion Sports Complex parking lot. The purpose of this easement allows the Park District events to park on the property of the vacated electrical substation for ten years. The agreement allows MDU to access the substation from our upper parking lot and the far west entrance to the Sports Complex. NDDOT is reducing the amount of approaches on Old Red Trail in preparations of the reconstruction scheduled in 2021. The current MDU approach is too close to the intersection. Motion by Commissioner Mehlhoff and seconded by Commissioner Hatzenbuhler to approve the access easement with MDU in exchange for parking and maintaining the MDU property. Motion passes 4-0.

Item # 3: Park Superintendent Fleck presented a proposal from MDU to buy overhead power lines that lead to the Park District maintenance shop. With the City of Mandan constructing a new maintenance shop, now would be a good time to complete the project. In addition to burying the line, we would need to also have a new feed into the building and switch out the electrical panel which is from the 1970's. By burying them, it allows us to maximize our property to the north which currently has overhead power lines crossing our property at an angle. Commissioner Hatzenbuhler and seconded by Commissioner Knoll to approve MDU to bury electrical lines and upgrade the electrical panel at the Park Maintenance Shop in the amount of \$30,000

Staff Reports: Director Higlin updated the board on the water fall renovation at Raging Rivers. The project is currently complete with the exception of staining the rock and plumbing the water fall. We have currently spent \$100,000 and have about \$51,000 remaining which also include relining the landing pool. We couldn't complete the project this fall due to the wet weather and cold temperatures. We have gotten estimates to replace the lazy river rock for future needs. The DCP Advisory Board is meeting Nov. 19 about capital improvement items to make a request for Visitors Fund dollars to make improvements for the complex. At the December board meeting representatives will be in attendance to answer questions. In 2019 we awarded three projects that were awarded matching grant funds. However, the matching grant guidelines require the project to be completed in the same fiscal year as awarded. The \$5,000 matching grant to the Mandan Progress Organization for a shelter will not happen due to lack of funding to complete the project.

Park Superintendent Fleck is renovating diamond 5 on the softball complex with a match from the Mandan Softball Association. We are completing the relighting project with all LED lights at Raging Rivers.

Authorization of payment of the monthly bills. Motion was made by Commissioner Knoll seconded by Commissioner Hatzenbuhler Motion passes 4-0.

**MANDAN PARK DISTRICT
*Check Summary Register**

Paid Chk# 042800	ASSOCIATED POOL BUILDERS	11/12/2019	\$40,517.50	CURRENT PAYMENT DUE FOR ROCK W
Paid Chk# 042801	BORDER STATES ELECTRIC	11/12/2019	\$61.65	LIGHTS-ADMIN BLDG
Paid Chk# 042802	BROCK WHITE CO. LLC	11/12/2019	\$3,105.00	MULCH FOR GREENS
Paid Chk# 042803	BRYAN ROCK PRODUCTS INC	11/12/2019	\$22,735.73	AGRILIME-COSTS TO BE SHARED W
Paid Chk# 042804	CITY OF MANDAN	11/12/2019	\$2,500.00	SCHOOL CITY PARKS COUNTY CALEN
Paid Chk# 042805	DAKOTA FENCE	11/12/2019	\$2,211.00	CAR INSURANCE CLAIM FOR FENCE
Paid Chk# 042806	DAKOTA STAR GYMNASTICS	11/12/2019	\$425.33	OCTOBER HEALTH INSURANCE REIMB
Paid Chk# 042807	ECO FACILITY SERVICES	11/12/2019	\$400.00	OFFICE CLEANING-ADMIN
Paid Chk# 042808	FERGUSON WATERWORKS	11/12/2019	\$462.67	SWING JOINTS-PW
Paid Chk# 042809	FETZER ELECTRIC	11/12/2019	\$80.00	CHECK POWER INVERTER-SSC
Paid Chk# 042810	FRUEH, DAVE	11/12/2019	\$91.80	MILEAGE-REC
Paid Chk# 042811	HERC RENTALS	11/12/2019	\$336.52	LIGHT RENTAL-SSC
Paid Chk# 042812	JOHS, CASEY	11/12/2019	\$90.78	MILEAGE-AD VBALL
Paid Chk# 042813	LIBERTY BUSINESS SYSTEMS	11/12/2019	\$279.00	TONER-ADMIN
Paid Chk# 042814	MANDAN POLICE DEPARTMENT	11/12/2019	\$150.00	ALARM CALLS-SSC
Paid Chk# 042815	MANDAN KIWANIS	11/12/2019	\$355.00	DUES AND MEALS
Paid Chk# 042816	MANN SIGNS INC	11/12/2019	\$60.00	SSC SIGNS
Paid Chk# 042817	MENARDS	11/12/2019	\$970.17	RETURN CHARGE
Paid Chk# 042818	ND DEPT OF ENVIRONMENTAL	11/12/2019	\$180.00	BOILER INSPECTION @ ASA
Paid Chk# 042819	NORTH DAKOTA ONE CALL	11/12/2019	\$2.40	LOCATE REQUESTS
Paid Chk# 042820	NDACO	11/12/2019	\$2,078.67	DEC I.T. SERVICE
Paid Chk# 042821	NORTHERN TROPHY &	11/12/2019	\$1,242.80	STAFF SHIRTS
Paid Chk# 042822	R & R SPECIALTIES INC	11/12/2019	\$516.00	JET ICE TEXTILE LOGO-SSC
Paid Chk# 042823	RIVARDS TURF AND FORAGE	11/12/2019	\$2,419.52	SNOW MOLD FUNGICIDE-MM
Paid Chk# 042824	NICOLE SCHERR	11/12/2019	\$72.93	MILEAGE-MAC
Paid Chk# 042825	SPIFFY BIFFS	11/12/2019	\$708.00	PORTABLE TOILET-MM
Paid Chk# 042826	ST. ALEXIUS MEDICAL CENTER	11/12/2019	\$250.00	EAP SERVICES 3RD QRT
Paid Chk# 042827	STARION INSURANCE	11/12/2019	\$60.00	INSURE DUMP TRAILER
Paid Chk# 042828	STEINS INC	11/12/2019	\$2,217.41	SSC CLEANING PRODUCTS
Paid Chk# 042829	STRATA CORPORATION	11/12/2019	\$429.00	CONCRETE-PARKS
Paid Chk# 042830	TURFWERKS	11/12/2019	\$3,207.33	BEDKNIVES, PARTS-PW
	Total Checks		\$88,216.21	
	US Bank		\$26,124.16	
	11/1/19 Payroll		\$62,348.33	
	11/15/19 Payroll		\$61,188.61	
	11/29/19 Payroll		\$60,927.66	

Motion to adjourn the meeting was at approximately 6:05pm. Motion made by Commissioner Knoll, seconded by Commissioner Hatzenbuhler. Motion passes 4-0.

Cole Higlin
Cole Higlin (Dec 11, 2019)

Cole Higlin
Clerk, Mandan Park District



Wade Meschke
President, Board of Park Commissioner









Nov 11 2019 minutes

Final Audit Report

2019-12-11

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By:	Kelly Churchill (kchurchill@mandanparks.com)
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