



Mandan

Parks & Recreation

2024-2026

STRATEGIC PLAN

2015

UNIVERSAL PLAYGROUND
Total Project Cost: \$1 Million
Fundraised: \$500,000

2017

STARION SPORTS COMPLEX
Total Project Cost: \$23 Million
Fundraised: \$1.5 Million

2022

MANDAN TENNIS CENTER
Total Project Cost: \$6.7 Million
Fundraised: \$730,000

2023

MANDAN RODEO ARENA
Total Project Cost: \$3.3 Million
Fundraised: \$4.2 Million

2023

RAGING RIVERS WATERPARK
Total Project Cost: \$1.1 Million

2018

VETERAN'S MEMORIAL BALLPARK
Total Project Cost: \$2.5 Million
Fundraised: \$1 Million

2024

PARK SHOP
Total Project Cost: \$3.1 Million

2024

FARIS FIELD/YOUTH COMPLEX
Total Project Cost: \$5.75 Million

2025

PUBLIC BOAT RAMP
Total Project Cost: \$1.6 Million





STRATEGIC PLAN OVERVIEW

EXECUTIVE SUMMARY

The Mandan Parks and Recreation's Strategic Planning focuses on developing a usable and measurable working plan that links to our mission, vision and core values. This helps guide Mandan Parks and Recreation over the next 3 years and ensures that operational goals fall in line with community needs.

Throughout the past 8 years Mandan Parks and Recreation has secured over \$15 million in pledges with the total investment of \$50 million in community projects. Mandan Parks and Recreation plans to take the next 3 years to focus on maintaining and upgrading existing infrastructure.

Mandan Parks and Recreation's leadership team identified the following as key matters to focus on for the 2024-2026 Strategic Plan.

- Financial stability – don't price out citizens.
- Continue to stay up to date with technology and be proactive.
- Maintain and assess staff, operations and services.
- Match resources with growth to address our deferred maintenance plan
- Expand on department collaboration.

STAFF INVOLVEMENT

To ensure success and fulfillment of the plan and to ensure employee buy-in, staff from every level and function of Mandan Parks and Recreation contributed to the process. They were involved in every step from establishing the goals to prioritizing and creating tactics to reach those goals.

PARK BOARD INVOLVEMENT

Elected board members had the opportunity to share their input and determine future goals for Mandan Parks and Recreation. The Board reviewed the staff suggested goals, identified additional goals and was instrumental in setting priorities for those goals. The Mandan Park Board is made up of President Meschke, Vice President Mehlhoff, Commissioners Froehlich, Scott and Mudder.



STRATEGIC INITIATIVE

1. Highest Quality of Financial Stewardship

- Prioritize use of resources in operation and align MPD to address economic/legislative actions, optimize alternative revenue sources, capitalize on partnerships and pursue funding options.

2. Highest Quality of Parks & Amenities

- Provide high quality parks and amenities and provide for their upkeep, maintenance and replacement.

3. Highest Quality of Facilities

- Fund and support a maintenance schedule that provides high quality facilities with updated equipment.

4. Highest Quality Recreation Programs and Services

- Provide high quality service and offer a diverse range of high quality recreational programs and opportunities for the entire community, while coordinating the best use of facilities and space.

5. Highest Quality of Staff & Team

- Foster a work environment that encourages collaborative teamwork, develops, retains and motivates quality park and recreational professionals.

6. Highest Quality Customer Service

- Retain and provide excellent community/governmental partnerships and seek additional opportunities.

HIGHEST QUALITY FINANCIAL STEWARDSHIP

SHORT TERM

- Continue to implement and train staff on the Paycom software.
- Evaluate current FT employee benefits versus Met Life products offered through NDPHIT.
- Develop operational strategies/efficiencies to create long term financial savings.

LONG TERM

- Research accounting software systems that fits the needs of MPD.
- Evaluate and justify each department's budget to match long term financial sustainability for MPD growth.
- Develop a comprehensive plan for staffing and cost allocation.
- Continue to utilize the Vision Fund for capital projects and their replacement needs.
- Develop accounting record retention schedule, policies and procedures manual.
- Determine need for Foundation Donor database.
- Implement CMMS to track and develop deferred maintenance needs and replacement plan.
- Develop endowments within the Foundation with user groups and community needs.

ONGOING

- Continue to evaluate the current MPD asset list for accuracy and valuation of buildings.
- Continue the MPD master planning process for the district as a whole for future growth needs of the park system.
- As District-wide special assessments are increasing, strategize ways to continue to meet the needs of the General Fund while keeping mill level increases to a minimum.
- Continue to monitor salaries and benefits for our FT employees.
- Utilize computerized maintenance management system (CMMS).
- Continue to increase the fund balance and grow the Vision Fund for District-wide preventative and deferred maintenance needs of \$50,000 and greater.



HIGHEST QUALITY PARKS & AMENITIES

SHORT TERM

Park Operations:

- Create a trail master plan needs assessment and evaluate the gaps.
- Assess energy savings options for sports lighting at all outdoor facilities.
- 2024 addition of new trail connection on Highway 6 .
- 2025 Mill overlay ORT Phase 1.
- Create a parking lot replacement plan for striping, crack sealing, and mill overlay.
- Develop a Memorandum of Understanding with the City of Mandan developing clear maintenance responsibilities on trails for snow removal using GIS as an exhibit.
- Update all picnic tables throughout the park system; remove the concrete/wood tables.

LONG TERM

Park Operations:

- Eagles Park improvements:
 - Replace roof at horseshoe pits.
 - Decide what we can add for additional amenities at Eagles Park to replace purple dinosaur playground.
- Assess Mandan's needs for green space while considering the use of the 47 acres for a future north dog park and community gardens.
- Discussion on green space ordinances in relation to the current fee charged for permits.
- Consider solar panels benefits and their ROI at larger facilities to reduce utility costs.

Facilities:

- Evaluate NE Mandan growth around high school and future amenity needs that tie the school and SSC properties.

ONGOING

Park Operations:

- Determine green space needs in SW and NE Mandan for future developments.
- Continue to track the age and usage of MPD playgrounds and monitor need for replacements.
- Look for the next “Big Thing” in the park and play industry and develop a way to incorporate it into our system.
- Determine plan for sidewalk replacement at all park facilities.
- Develop preventive maintenance standards for extending the life of the Universal Playground pour in place material.



HIGHEST QUALITY OF FACILITIES

SHORT TERM

Park Operations:

- Discuss future of existing portable storage sheds and how they will be incorporated into the baseball renovations.
 - Potential needs are a shed with electricity.
- Complete north softball building improvements with a new roof, steel doors and jams, updated partitions.
- Update parks irrigation clocks and valves.
- Establish a numbering system for our fleet for improved tracking of repairs and replacement of entire fleet.
- CMMS replacement plan for all vehicles in the entire fleet with documentation on repairs and regular maintenance.

Facilities:

- Facilitate the renovations of youth baseball diamonds 9-12 and construction of fastpitch diamonds 13 and 14 while developing facility use scheduling.
- Determine exact timeline MPS will be out of ASA and prepare for added maintenance responsibilities and onboarding of newly created position.
- Continue to communicate and participate in Placemaking Study on current high school site to determine property lines and plans for landscaping the exterior building after demolition.
- Start discussions with wrestling club on lease space for upper level of ASA and determine city needs.
- Incorporate door access for ASA as part of district software.
- Update the track warranty at the Starion Sports Complex to address problem areas.

Raging Rivers/MAQC:

- Lower and repurpose lifeguarding stands at Raging Rivers.
- Consider joint caulking and painting of current slides at Raging Rivers.
- Upgrade life jackets for the public for free use at Raging Rivers and the Aquatic Center.
- Discuss ADA needs/chair lift .
- Renovate and add additional insulation in the bathhouse attic and exterior buildings at Raging Rivers.
- Update pump replacement program.

Golf Courses:

- Complete replacement of heating and cooling systems at the Prairie West Clubhouse
- Complete Prairie West exterior clubhouse renovations.
- Start design discussions with architect for future Golf Operations building in 2025.
- Educate and communicate to adjacent homeowners in regards to liability and general golf course operation procedures.



HIGHEST QUALITY OF FACILITIES

LONG TERM

Park Operations:

- Create a chain link fence replacement plan for athletic fields.
- Project and implementation of \$5 million in renovations for programming and rental agreements updated to align with the Memorial Ballpark.
- Compare water fees and their ROI for add ons for Faris Field and youth complexes.
- Maximize Dale Pahlke Arena with potential outdoor hockey day and address restrooms needs.
- Study the opportunity for a snow park utilizing existing facilities.
- Add amenities to Faris Field all purpose fields (Batting Cages, Shelters, Portable Bleachers, dugouts with covers).
- Addition of shelter at the softball complex with cooperation with Mandan Softball.
- Update Park Operations buildings to match new maintenance facility currently being constructed.

Facilities:

- Add concrete to pods in the Starion Sports Complex parking lot. Determine if pods are needed at Mandan Tennis Center.
- Upgrades to the ASA consisting of heating and cooling for areas not remodeled and exterior improvements.

Raging Rivers/MAQC:

- Study the need for a future attraction to be placed at Raging Rivers. This could include an inclusive area or swimming pool.
- Create a vision plan for Raging Rivers slide replacement.
- Complete a Safe Slide inspection at Raging Rivers.
- Continue discussion on indoor pool needs with MPS considering MPD role financially and/or programming needs prior to funding opportunities.

Golf Courses:

- Relocate and design Prairie West Golf Course maintenance building to a more suitable location and retrofit the current building for cart barn for electric needs in the future.
- Determine what the plan is for current fenced area where carts are stored today.
- Repurpose existing Prairie West maintenance building as future cart storage while evaluating long-term plan for gas vs. electric golf carts.
- Evaluate need for new golf cart and maintenance storage at Mandan Municipal Golf Course.
- Continue long-term improvements to the Prairie West Practice Facility with possible expansion of range tee and putting greens.
- Evaluate feasibility of on course permanent restrooms/comfort stations at Prairie West.
- Create replacement/construction plan for on course gazebos/rain shelters at Prairie West and Mandan Municipal Golf Course.
- Explore rebranding Prairie West and Mandan Municipal.

ONGOING

Park Operations:

- Develop the inspections of each facility and determine a list of priorities while keeping up with preventative and deferred maintenance.
- Regrade, crown and adjust height of softball fields and add agrilime as needed.
- Compare the cost of Phase 2 Irrigation System with city water use and return of investment.
- Regrade, crown and adjust height of softball fields and add agrilime as needed.

Facilities:

- Increase brand awareness by replacing worn signs with the new logo represented.

Raging Rivers/MACQ

- Determine if Clover can provide memberships at Raging Rivers while continuing to grow online presence with patrons.

Golf Courses:

- Develop a bunker replacement plan for PW using inhouse staff to complete.
- Improve cleaning operations throughout MPD facilities specifically Raging Rivers and golf carts.
- Evaluate food, beverage and beverage cart attendant needs and the opportunity for a larger menu at Prairie West.

HIGHEST QUALITY RECREATION PROGRAMS & SERVICES

SHORT TERM

Golf Courses:

- Continue partnership with Dakota Junior Golf and explore opportunities for Dakota Junior Golf Links.
- Expand youth golf programs.

Programming:

- Update and/or develop our inclusion policy for youth and adults sports while evaluating transgender policy. Assess the need for coed sports for programming requests.
- Evaluate youth basketball programs including time, season and grade levels.
- Evaluate adult and youth program fees and times to determine best fit for patrons.
- Determine the future of All Seasons Arena while considering daycare, relationship with school, second site for summer MAC and upcoming staff needs.
- Create list of inventory of all recreation supplies/equipment.
- Determine future of MPD operating baseball and long term vision for Mandan Baseball Club operations.
- Purchase an additional MAC Van or determine if transportation needs to be outsourced.
- Work with the Mandan Public School dietitian on assisting with SMAC lunch.
- Maximize Lakewood Elementary for School Year MAC.
- Implement staff training videos with recreation programs.

LONG TERM

Golf Courses:

- Evaluate the additional services the golf department provides.
- Evaluate the need for a lesson program/teaching professional associated with the Mandan Parks Golf Courses.

Programming:

- Develop statistical needs for youth baseball and girls fastpitch in regards to Faris Field.
- Continue to add value to Winter Daze.
- Assess need for new program, tournament or camp.
- Evaluate growth of SMAC program and determine timeline of operating two sites.
- Expand on a texting service as a communication medium.

ONGOING

Golf Courses:

- Develop and grow golf programming such as Game Day, Ladies Day, and the Prairie West Invitational.

Programming:

- Continue to monitor MAC and SMAC waitlists in order to assess future needs.

HIGHEST QUALITY STAFF & TEAM

SHORT TERM

- Evaluate supplementary insurance options for MPD utilizing the benefit committee to provide recommendations.
- Training on how to conduct and direct a Foundation.
- Continue to expand collaborate with training and network opportunities.
- Develop a Scholarship for Kids policy.
- Apply for the NRPA Gold Medal Award.
- Work with HR to develop an onboarding and offboarding plan for FT employees.
- Maintain existing services, operations and staff and determine new role with All Seasons Arena and the Mandan Tennis Center.
- Manage park operations growth and match employees and equipment to the added work load of the expanded facilities.
- Create succession plans with lead staff.
- Cross training on vital functions within the accounting department.
- Develop a policy for viewing and accessing security camera footage.
- Provide Mandan Parks representation on NDPIO - Emergency Management Communication.
- Asses need for additional employees in the Community Engagement Department.
- Develop management training for Community Engagement Manager

LONG TERM

- Direct all concessions contracts to Facility Manager and determine concession fee.
- Develop training for all departments for future growth.

ONGOING

- Enhance developmental opportunities such as mentoring, cross training, job shadowing and job sharing.
- Leadership team to represent Mandan Parks on a community board.
- Continue collaboration between departments.
- Continue to work on positive communication, engagement and collaboration between employees and departments.
- Continue to update and require all FT staff to be trained in CPR, First Aid and drivers safety.
- Continue to prioritize safety in our programs and facilities.
- Continue to work and meet with user groups and upgrade the annual contracts.
- Continue to stay up to date with technology and be proactive.
- Review CAPRA objectives and determine which objectives need to be implemented.
- Evaluate PT job pay ranges.
- Utilize Human Resources to assist with development of employees and handbook needs.

