

Mandan Park District
Board Meeting Minutes
February 12, 2024

The Board of Park Commissioners duly met on Monday, February 12, 2024, at City Hall, 205 2nd Ave NW in the Bosch Froelich room.

Attendees:

Park Commissioners: President Wade Meschke, Vice President Miles Mehlhoff, Commissioners, Stan Scott, Jen Froehlich, and Layn Mudder.

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

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

Additions or deletions to the agenda: None

Public Communication: No one appeared.

Minutes: Motion by Commissioner Froehlich and seconded by Commissioner Mudder to approve the January 8, 2024, regular meeting minutes and January 19, 2024, special meeting minutes. Motion passes 5-0.

Item #1: Director Higlin presented the finance agreement with updates and explained how the financing with the Mandan Baseball Club will operate. Director Higlin stated that the Mandan Baseball Club will be 100% responsible for the improvements except for the \$200,000 the park district is contributing for the fencing upgrades. Attorney Ruff updated the agreement and changes are highlighted in yellow. The Park District is not liable for the debt, the Mandan Baseball Club has a financing letter from BNC and pay requests will be submitted to the Mandan Baseball Club and pay the park district who in return will pay the contractors. The project is scheduled to start July 15, 2024. If fundraising and a pledge drive occurs, then all funds will be allocated towards the Mandan Parks and Recreation Foundation. President Meschke asked if there are any concerns from the previous audits and Accounting Manager Welch stated that there are no issues.

Dave Frueh, Facilities Manager presented the changes in the contract which included an increase in the budget to \$5 million and item 12 that we will not rent the facility to organizations that compete with programs the Mandan Baseball Club operates. The rental rates will be like how we rent the Memorial Ballpark and shared funds between both parties.

Motion by Commissioner Mudder and seconded by Commissioner Scott to approve the financing agreement with the Mandan Baseball Club as presented. Motion passes 5-0.

Dave Frueh; Facilities Manager presented a summary of bids for approval:

Northwest Contracting	\$3,231,453.80
Alternate A- Astro Turf Premium	\$1,202,502.94
Alternate B- Grandstand/Press box	\$ 167,150.00
Electrical-NWC sub	\$ 128,200.00
Grand Total:	\$4,729,306.74

Motion by Commissioner Mehlhoff and seconded by Commissioner Scott to approve renovations to diamond 9-12 in the amount of \$4,729,306.74 as presented. Motion passes 5-0.

Item # 2. Director Higlin introduced Josette Dupree, owner of Big Stick Cigars who requested approval in 2023 for cigar sales which the board approved only two events. Director Higlin stated that staff do not support changing our tobacco policy to allow the sale of tobacco products on park property. Ms. Dupree stated that she only attended one golf tournament and it was very successful. She would like approval to sell additional tournaments. Ms. Dupree asked for a variance to sell at our golf courses and supporters of them.

Director Higlin stated that we have a contract with our Golf Pro to sell goods and services and if the board chooses to sell tobacco, that would be the responsibility of Golf Pro. Director Higlin stated that we don't need to change the policy but we need to let the charity decide if they want this product at their tournament and then we can allow Garrett Schultz and Brent Weber to determine approval. Consensus from the board was to communicate with the golf staff and discuss potential options for

Item # 3: Kelly Thomas; Community Engagement Manager recommended for approval the following 2024 Matching Grant requests:

Mandan Girls Fastpitch	\$3,000
BisMan RC	\$1,000
Mandan Soccer Club	\$1,000
Huff Hills	\$0 due to private property of the land.

President Meschke stated that the projects need to be completed in same fiscal year and project needs to be reviewed prior to releasing grant funds. Mandan Girls Fastpitch grant is contingent on discussion and cost estimates to complete the dugouts as part of the Faris Field construction.

Motion by Commissioner Mudder and seconded by Commissioner Froehlich; motion passes 5-0.

Item # 4: Kelly Thomas; Community Engagement Manager provided revisions to her department for policy changes to all youth and adult sports. Motion by Commissioner Froehlich and seconded by Commissioner Scott to approve the policy changes as presented.

Item # 5: Director Higlin updated the board on the annual joint power's agreement meeting with Mandan Public Schools. The joint powers agreement was updated to reflect Mandan Public Schools share of expense of the All Seasons Arena until August 31, 2024. The Park District understands that we will be flexible pending the opening of the new high school construction timeline. Discussion was also held on property lines and demolition of the current high school and making sure we have appropriate buffer zone around the property for snow removal and storm water drainage.

Item #6 Accounting Manager Teri Welch presented 2023 budget amendments and transfer to the 2024 budget. Motion by Commissioner Mehlhoff and seconded by Commissioner Mudder to approve the 2023 budget amendments for the Special Assessment Fund \$35,529 and Raging Rivers Fund \$97,718 and transfers in the amount of \$2,421,448 to the 2024 budget as presented. Motion passes 5-0.

Item # 6: Director Higlin and Accounting Manager Welch presented the 2023 annual report. President Meschke stated that the annual report will be on our website for the public.

Commissioner/Staff reports:

Motion by Commissioner Froehlich and seconded by Commissioner Scott to approve monthly bills. Motion passes 5-0.

***Check Summary Register**

The motion to adjourn the meeting was at approximately 6:45pm. Motion made by Commissioner Mudder and seconded by Commissioner Froehlich. Motion passes 5-0.

Cole Higlin

Cole Higlin
Clerk, Mandan Park District

Wade Meschke

Wade Meschke
Park Board President










February 12 2024 board minutes

Final Audit Report

2024-03-12

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