

Mandan Park District

Board Meeting Minutes

April 13, 2026

The Board of Park Commissioners met on Monday, April 13, 2026, at City Hall, 205 2nd Ave NW, in the Bosch Froelich Room.

Attendees:

Park Commissioners: President Meschke, Vice President Miles Mehlhoff, Commissioner's Stan Scott, Jen Froehlich, and Layn Mudder

Park District Staff: Cole Higlin

President Meschke called the meeting to order at approximately 5:30 p.m. CDT.

Additions or Deletions to the Agenda:

None

Public Communication:

None

Minutes:

Motion by Commissioner Froehlich and seconded by Commissioner Mudder to approve the March 9, 2026, regular meeting minutes and March 12, 2026, special meeting minutes. Motion passed 4-0.

Item #1

Josette Dupree from Big Sticks Cigars requested approval to sell her products more than the two events that were approved at the June 23, 2023. At that time, the board approved a variance as the current park district policy does not allow tobacco products to be sold on park property. The variance allowed two golf events and staff would report back with any concerns associated with the sale of tobacco. Executive Director stated that there were no concerns and that Ms. Dupree was professional and golf staff had no issues. Discussion among commissioners was to table the item and allow the golf portfolio committee to discuss the current policy and determine if changes are needed or discuss other options.

Item #2

Executive Director Higlin requested approval to approve bids for a new north pavilion at the rodeo arena and add an additional FF&E item since the bids came in under budget. Executive Director Higlin explained that the rodeo committee raised \$200,000 to cover the cost of the pavilion. Executive Director Higlin stated that we would receive \$100,000 on May 1 from the Bavendick Trust and \$20,000 annually for 5 years from Dale Pahlke. The new fundraising would generate \$120,000 and we would use the \$67,000 from 2027 pledges to cover the difference and the park district would contribute \$13,000. The park district would be reimbursed in 2028 with the future pledges which are expected to be \$347,625. Jason Mittelstadt stated that all groups that use the arena will benefit and support the project. Motion by Commissioner Mudder and seconded Commissioner Scott to award the pavilion to Anytime Works Inc. in the amount of \$122,390 and to approve purchasing electrical upgrades, video board cam locks, high pressure misting system, signage, and tables and chairs not to exceed \$195,000. Motion passes 5-0.

Item #3

Executive Director Higlin stated that the Mandan Hockey Club representatives met with the Facility Portfolio to discuss adding on to the east side of the Starion Sports Complex for additional dry land and office/storage space. Executive Director Higlin stated that we need to preserve that space for future locker room expansions and if any expansion occurs, we need to make sure all utilities are brought in if a dry land space is approved. This way we can renovate the property into locker rooms in the future. In 2021 locker room feasibility study was completed in 2021 and the estimate was \$2.3 million. The hockey club met on April 7 and voted not to move forward at this time. The Mandan Hockey Club would fund the project, and we would create a similar agreement to that we did with the Mandan Baseball Club when they funded the renovations of the youth fields.

Item #4

Executive Director Higlin presented handbook changes that were approved at the Administrative Portfolio and recommended to the board for approval. The changes included ADA language for the website to the match the federal requirements, positive drug test protocol, clarifying correct requirements for employees arrested when off duty , and functions where alcohol is present. Motion by Commissioner Scott and seconded by Commissioner Mudder to approve the handbook changes as presented. Motion passes 5-0.

Item #5

Executive Director Higlin updates the board on the next steps for the reconstruction of the parking lot at the All Seasons Arena. The school, city, and parks have meet to finalize property lines, utility easements, future street right away, and zoning. Executive Director stated that we would like to add the parking lot improvements as part of the Street Improvement District 242 so we can assess the project back to the park district. Construction would start in 2027, and the assessment would be on the park district assessment summary in 2029 and is estimated at \$1.2 million. This does not include the asphalt around the south and east side of the All Season Arena.

Item #6

Executive Director Higlin updates the board on the following items:

The land purchase that the board approved at Sunrise Estates was accepted by the owners to purchase four lots in the amount of \$140,000. Unfortunately, the bank is holding the sale up because the accepted offer is below the minimum amount that the bank and owners agreed upon for the financing. The plan is to reach out to their realtor and determine the next steps.

Executive Director Higlin updated that the grant application for the pump track was re-submitted for the Land & Water Grant, and the local match was estimated at \$36,000 and the park district would match 50% of the local match.

The CAPRA accreditation is scheduled for the last week in June, and a meeting invite will be sent out as a reminder once we have an agenda and what role Park Commissioners will have in the review.

Mandan Public Schools is looking to preserve a park at Custer Elementary and potentially transfer a portion of the land to the park district to own and maintain. If the proposal is presented, we will bring it before the board for final approval.

The Destination Grant for the Raging Rivers Pool addition was submitted, and notifications of the grant will be notified after April 30.

Motion by Commissioner Froehlich and seconded by Commissioner Scott to approve the monthly bills. Motion passed 4-0.

Check Summary Register

The motion to adjourn the meeting was made at approximately 6:33pm. Motion by Commissioner Mehlhoff and seconded by Commissioner Scott. Motion passed 5-0.

Cole Higlin

Cole Higlin
Clerk, Mandan Park District

Wade Meschke

Wade Meschke
Park Board President









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Final Audit Report

2026-05-18

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