

Mandan Park District
Board Meeting Minutes
August 9, 2021

The Board of Park Commissioners duly met in special session on Monday, August 9, 2021, at City Hall, 205 2nd Ave NW in the Bosch Froelich room.

Attendees:

Park Commissioners: President Wade Meschke, VP Jason Arenz, Commissioners Chad Hatzenbuhler, Miles Mehlhoff and Jen Froehlich.

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

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 Arenz and seconded by Commissioner Hatzenbuhler to approve the July 12, 2021, regular meeting minutes, July 20, 2021, budget retreat minutes, and July 29, 2021, special meeting minutes. Motion passes 5-0.

Item #1: Accounting Manager Welch presented the 2022 Preliminary Budget which was approved at the July 20, 2021, budget retreat. The Mandan Park District is 11% of total mills collected in the City of Mandan. For 2021 we are levying 28.84 which is the same number of mills that we levied in 2020, total value of a mill is estimated at \$103,527. A resident with a \$275,000 home value with a 2.4% valuation increase will see the park districts share increase by \$8. The Park District debt cannot exceed 1% of the taxable property within the District which equates to approximately \$10,000,000 and the District is currently in debt in the amount of \$952,070. The Starion Sports Complex debt payment has exceeded its required payments annually and has applied \$3.9 million in additional payments to the principal and saved \$2.4 million in interest.

	Revenue	Expense
General Fund	\$ 4,857,000	\$ 5,757,000
Special Assessment	\$ 103,500	\$ 170,000
Capital Improvement	\$ 524,417	\$ 475,600
Raging Rivers	\$ 683,100	\$ 755,700
Refunding Bonds	\$ 256,000	\$ 256,000
Flex Spending	\$ 5,000	\$ 5,000
Construction Fund	\$ 1,980,000	\$ 1,980,000
Vision Fund	\$ 62,500	\$ 0
Total All Funds	\$ 8,471,517	\$ 9,399,300

1. Highlights of 2022 Budget:

- i. Budget is for 21 FT employees to receive a 4% raise (2% COLA and 2% merit)
- ii. Health insurance rates will remain very similar to last year. Total budget in 2022 will be \$430,000. We are still exploring joining NDPHIT at the end of the year.
- iii. \$10,000 has been added to the matching grant allocation for the first time in two years.
- iv. Special Assessment Fund was reduced to one mill with 1.5 mills moved back to the general fund.
- v. Raging Rivers debt service was refinanced and reduced to 4 yr. term and payments increasing to \$256,000. We will try and cover the increase in operations; however, we have a fund balance exceeding \$400,000 to cover any shortfall if needed.
- vi. Construction Fund is \$1.9 million for the new Park Operation Building. \$ 1million is loan proceeds and the \$900,000 is cash being transferred from the General Fund.
- vii. Vision Fund is revenue from the Sports Complex naming rights; \$37,500 from Starion Bank and \$25,000 from Gangl Hospitality.

Capital Outlay for 2022 has a total of \$475,600 in budget requests.

Marketing/Admin:

1. Video updates \$ 10,000
2. Security Cameras and Door Access \$100,000

District Maintenance Dept:

3. Mower	\$70,000
4. Softball Well	\$20,000
5. Machine lift-new building	\$35,000
6. FF&E- New building	\$10,000
7.	

Golf Dept:

8. PWGC Rough Mower	\$ 85,000
9. Muni GC irrigation head upgrades	\$ 15,000
10. Heaters at Muni shop	\$ 10,000

Raging Rivers:

11. New boiler	\$ 10,000
12. Lazy river rock repair	\$ 20,000
13. Picnic Table replacement	\$ 5,000

Sports Complex:

14. Floor Scrubber	\$ 10,000
15. Overhaul compressors	\$ 10,000

The final reading and public hearing of the 2022 budget will be September 13, 2021, at 5:30pm at City Hall.

Item #2: Park Superintendent Fleck presented bids for the playground replacement at Legion Park with a budget of \$65,000 which includes installation. We received two bids, Grondahl Recreation and Dakota Playground. In the RFP, we required a deadline of completion of October 8, 2021. Grondahl Recreation was not able to meet the deadline from the manufacturer and we recommend awarding the bid to Dakota Playground in the amount of \$65,000. Motion by Commissioner Froehlich and seconded by Commissioner Arenz to award Dakota Playground in the amount of \$65,000. Motion passes 5-0.

Item #3: Director Higlin updated the board on action items from the July 20 board retreat.

Aquatics: Associated Pool Builders presented a rough estimate of \$1.6 million for a proposed outdoor pool adjacent to Raging Rivers. The pool would include (3) 25 meters lanes, deep end with diving boards, climbing wall and zero entry access. The programing would allow for swim lessons and lap swimming during the summer and the afternoon would be used for Raging Rivers.

McClelland Property adjacent to Memorial Ballpark:

1. The Park District would pay 50% of the purchase price (\$70K) once the document is signed by all parties. Terry McClelland needs to determine to whom we make the check out.
2. McClelland family would be responsible for grounds maintenance , taxes, specials, and utilities until Oct. 1, 2022.
3. Park District would take ownership of the property on Oct. 1, 2022, and then would pay the remaining 50% of the purchase price.

Irrigation System Update: We have started the permitting process with the Corp of Engineers which includes a scope of work. They will add their recommendations as to what exactly they want in the application to approve our permitting request. Burian & Associates have reached out to the Lower Heart Water Resource and the State Water Commission for their approval. We have changed our scope on bringing city water as a secondary water source. We didn't want to bring water to all three complexes and spend additional dollars to do the same thing with Heart River Water. We are going to design the pit and lines to all three diamonds for the needs for Heart River Water. We will tie in city water into this pit and coordinate all water options out of one pit. This allows staff to operate either water source from one designated area.

Indoor Tennis/SSC Land : The school district decided against donating land adjacent to Lakewood Elementary in contingent that the Park District can secure a purchase agreement for land east of the Sports Complex. Currently there is 10 acres available adjacent to the Sports Complex. I inquired about purchasing the property from Mandan 94 Group and would like the board to appoint Commissioner Arenz to the negotiating committee to present a proposal back to the Park District for approval. President Meschke recommended Commissioner Arenz to participate since he has the Sports Complex portfolio.

Tracy Porter is looking at other sites, but really wants to be close to Bismarck. We discussed the soccer area as an opportunity, but that would impact another group that we have to resolve. Other sites are Faris Field, current High School site, and future new High School site.

Authorization of payment of the monthly bills. Motion by Commissioner Arenz and seconded by Commissioner Hatzenbuhler, Motion passes 5-0.

MANDAN PARK DISTRICT

***Check Summary Register**

43822	ALYEA, CODY	8/10/2021	\$24.48	JULY CELL PHONE REIMBURSEMENT-
43823	ANYTHING WEATHER	8/10/2021	\$4,682.00	ISTRIKE ANNUAL LICENSE-RR
43824	BARTH, DALE	8/10/2021	\$34.54	JULY CELL PHONE REIMBURSEMENT-
43825	BISMARCK MANDAN SECURITY	8/10/2021	\$97.20	JUNE PATROL SERVICES-PARKS
43826	BOEHM, SHALIQUE	8/10/2021	\$250.00	SCHOOL MAC REFUND
43827	CENTRAL MECHANICAL IN	8/10/2021	\$434.16	CHECKED HUMIDIFIERS SSC
43828	CHI ST ALEXIUS HEALTH	8/10/2021	\$250.00	2ND QTR EAP FEES
43829	CITY OF MANDAN	8/10/2021	\$9,225.23	WATER HYDRANT USAGE - SB
43830	CLASSY CAKES	8/10/2021	\$3,924.00	EDIBLE COOKIE DOUGH - RR
43864	D & E SUPPLY COMPANY	8/10/2021	324.18	TOWELS/TP/CLEANER PW
43832	DAKOTA REFRIGERATION	8/10/2021	\$277.50	INSPECT ICE MACHINE FOR PROBLEM RR
43833	ELECTRO WATCHMAN INC	8/10/2021	\$395.40	ANNUAL FIRE ALARM MONITORING ASA
43834	ETSYSTEMS INC	8/10/2021	\$62.00	IN-OFFICE PROGRAMMING HUMIDIFIERS
43835	FERGUSON WATERWORKS	8/10/2021	\$291.01	IRRIGATION CLAMP METER PW
43836	FRUEH, DAVE	8/10/2021	\$73.92	JULY MILEAGE REIMBURSEMENT-REC
43837	HAWKINS INC	8/10/2021	\$6,592.49	POOL CHEMICALS RR
43838	INNOVATIVE OFFICE	8/10/2021	\$77.28	PAPER-ADMIN
43839	JLG ARCHITECTS	8/10/2021	\$3,243.75	LOCKER ROOM FEASIBILITY STUDY SSC
43840	JOHS, CASEY	8/10/2021	\$53.76	JULY MILEAGE REIMBURSEMENT-REC
43841	KIMS APPLIANCE SERVICE INC	8/10/2021	\$97.50	PILOT LIGHT REPAIR RR
43842	MANN SIGNS INC	8/10/2021	\$140.00	PW SIGNS
43843	NORTH DAKOTA GOLF	8/10/2021	\$1,975.00	2021 GHIN FEES-PW
43844	NDRPA	8/10/2021	\$1,300.00	2021 STATE/TRAILS CONFERENCE-DAVE
43845	NELSON INTERNATIONAL	8/10/2021	\$917.61	DUMP TRUCK REPAIR - PARKS
43846	NEUBERGER, TERRY	8/10/2021	\$400.00	JULY CLEANING-ADMIN
43847	NORTHERN TROPHY &	8/10/2021	\$1,527.00	T SHIRTS - MENS BB
43848	NOVA FIRE PROTECTION INC	8/10/2021	\$365.00	ASA ALARM
43849	NRG TECHNOLOGY SERVICES	8/10/2021	\$7,777.83	SEPT I.T. SERVICES-ADMIN
43850	PRESTIGE FLAG	8/10/2021	\$789.38	GOLF FLAGS-PW
43851	R & R PRODUCTS INC	8/10/2021	\$413.60	MOWER REELS PW
43852	R & R SPECIALTIES INC	8/10/2021	\$585.00	ICE LOGO SSC
43853	RED RIVER REFRIGERATION	8/10/2021	\$1,368.53	COMPRESSOR MAINTENANCE SSC
43854	ROTO ROOTER SEWER & DRAIN	8/10/2021	\$150.00	UNCLOG TOILETS RR
43855	NICOLE SCHERR	8/10/2021	\$40.00	JUNE CELL PHONE REIMBURSEMENT-ADMIN
43856	SPIFFY BIFFS	8/10/2021	\$408.00	PORTABLE TOILET PW
43857	STARION BOND SERVICES	8/10/2021	\$973,506.66	ORINATION FEE FOR RR SERIES 2021
43858	US FOOD SERVICES INC	8/10/2021	\$15,287.42	FOOD SUPPLIES - RR
43859	WESTERENG, JOHN	8/10/2021	\$37.64	JUNE CELL PHONE REIMBURSEMENT-MM
43860	WINFIELD SOLUTIONS LLC	8/10/2021	\$1,095.30	CHEMICAL PW

Total Checks \$1,038,494.37
US Bank P-Cards \$ 27,210.92
8/6/21 Payroll \$ 127,077.66
8/20/21 Payroll \$ 119,040.64

Motion to adjourn the meeting was at approximately 6:07pm. Motion made by Commissioner Froehlich and seconded by Commissioner Mehlhoff; Motion passes 5-0.

Cole Higlin
 Cole Higlin (Sep 15, 2021 14:22 CDT)
 Cole Higlin
 Clerk, Mandan Park District


 Wade Meschke
 President, Board of Park Commissioner

August 9 2021 minutes

Final Audit Report

2021-09-15

Created:	2021-09-15
By:	Kelly Churchill (kchurchill@mandanparks.com)
Status:	Signed
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