

Mandan Park District
Board Meeting Minutes
April 11, 2022

The Board of Park Commissioners duly met in special session on Monday, April 11, 2022, at City Hall, 205 2nd Ave NW in the Bosch Froelich room.

Attendees:

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

Park District Staff present: Cole Higlin, Dustin Fleck, and Dave Frueh

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 Froehlich to approve the April 11, 2022, regular meeting minutes. Motion passes 4-0.

Item #1 Construction Updates:

- a) Director Higlin presented an agreement from G. Roy Gilbreath for exclusive perpetual naming rights for the west grandstand in the amount of \$500,000. The naming rights will remain in perpetuity if the Park District continues to own the rodeo arena. Motion by Commission Hatzenbuhler and seconded by Commissioner Mehlhoff approving G. Roy Gilbreath exclusive perpetual naming rights of the west grandstand in the amount of \$500,000. Motion passes 4-0.
- b) Director Higlin presented grading bids for Mandan Tennis Center, 16th Street, and Kupper Properties. Director Higlin stated that we received six bids and Sand Creek was the low bid in the amount of \$381,548.28. Director Higlin stated that \$274,724.26 is allocated to Kupper Properties, \$62,942.84 is Park District, and \$43,881.18 is the Tennis Center share. Attorney Ruff is drafting and agreement between Kupper Properties and the Park District regarding grading bids allocation and any change orders that arise during construction. Motion by Commissioner Mehlhoff and seconded by Commissioner Hatzenbuhler to approve Sand Creek in the amount of \$381,548.28 contingent on a signed agreement with Kupper Properties per Attorney Ruff recommendations. Motion passes 4-0.
- c) Brad Krogstad, KLJ presented cost estimates and renderings for renovation to Faris Field and Youth Baseball Complex. **Phase 1 – Preliminary Design**
The Owner is looking at the feasibility and construction costs to construct the following:
 - 1) Two fast pitch Agri lime/grass fields at former Faris Field.
 - a. Alternate for a third field.
 - b. Alternate for a synthetic turf field.
 - 2) Redesign the layout of fields 9 -12 at the youth baseball complex with option of lengthening the fields. Field improvements to include block dugouts and backstops and netting system to catch foul balls.
 - a. Alternate for a synthetic turf field on diamonds 10, 11 and 12
 - 3) Demolition of existing residence and new parking lot to the west of Memorial Ballpark (referencing the McClelland property).
 - 4) New parking lot to the east of Faris Field with walkways to the fields.

Cost estimates for Faris Field \$2.5 million which includes (1) synthetic turf field, (2) Agri-lime field with grass outfields, concrete walkways, grandstand for two hundred people which includes press box. Cost estimate is \$1.88 million as the base estimate with \$564,783 for design and contingency fees. These cost estimates do not include a restroom or concession building currently. Parking lots cost estimated for McClelland property is \$724,600 and parking lot east of Faris Field is estimated at \$893,500 which is not recommended to proceed at this time.

The youth baseball complex renovation is estimated at \$2.5 million which includes reconfiguring diamonds 9 & 10. Diamond 9 would be the new JV competition field which will include a synthetic turf infield and grass outfield with upgraded dugouts, backstop, and grandstand/press box. If a full synthetic turf field for infield and outfield for both fields increase costs to \$2.2 million and then to add turf infields for diamonds 11 & 12 brings a total cost to \$5.3 million. Damian Huettl, Mandan Baseball Club, was unable to attend and submitted a written request for the Park District to match their contribution in the amount of \$1.378 million. The Baseball Club proposes equal contributions from the Baseball Club and Park District as follows toward the reconstruction of Fields 9-12 based on KLJ's most recent estimates:

\$1,720,629.30	BASE BID (artificial turf infields on fields 9 and 10)
520,730.00	artificial turf outfield JV
56,000.00	masonry dugout
60,000.00	backstop masonry and netting
61,050.00	sod multi-purpose outfield
169,160.00	artificial turf field 11
+ 169,160.00	<u>artificial turf field 12</u>
\$2,756,729.30	

Lance Behlovek representing the Girls Fast Pitch program requested approval to proceed with construction of the three fields. Mr. Behlovek stated that the goal is to have fields playable by 2024, but 2025 is realistic. Discussion was held on the dollar amount the Girls Fast Pitch Club will fundraise and Lance Behlovek stated that they are willing to raise \$2 million with the assumption that the Park District would commit the \$500,000. The board chose to table the financial contributions until our April 18, 2022, retreat.

- d) Director Higlin stated that to accept bids for an improvement district, bids can not exceed 40% of engineer estimates. Director Higlin stated that we approved preliminary cost estimates in July 2021 and since then material costs have doubled along with fuel increases. Director Higlin requested Burian & Associated to update the costs estimates for phase 2 which have doubled. Originally phase 2 estimated at \$750,000 and now has increased to \$1.3 million. Director Higlin presented this information last month, but we did not get a motion to approve the revised cost estimates. Motion by Commissioner Froehlich and seconded by Commissioner Hatzenbuhler to approve engineer estimates in the amount of \$1.3 million for the irrigation transmission line and levee work. Motion passes 4-0.

Item #2: Director Higlin presented an opportunity to purchase one acre in Keidel 5th Addition for \$80,000 plus special assessments estimated at \$120,000. Commissioner Mehlhoff and Park Operations Manager Fleck toured the area and determined proximity to Legion Park and Ft. Lincoln Elementary School currently provides green space and playground equipment access. Consensus among board members was the cost, and that normally developers allow us to secure park property for a reduced amount. President Meschke asked if \$80,000 an acre was market value. Director Higlin stated that we did not pay for an appraisal to determine market value. Doug Larsen, develop and realtor for Keidel 5th Addition, stated that we are selling the property per lot and not per acre. Currently they are selling lots for \$65,000 and

you are considering purchasing three lots for \$80,000. Motion by Commissioner Hatzenbuhler and seconded by Commissioner Mehlhoff to decline the land proposal for Keidel 5th. Motion passes 4-0.

Item # 3: Director Higlin stated that letters were mailed to adjacent landowners March 22, 2022, and the deadline to remove stored vehicles and campers from park property is May 1, 2022. I have received phone calls from residents supporting the enforcement of removing items from park property. Resident, Mike Spitzer stated his support of making residents who store junk on park property to have it removed. He would like to still have access to his back yard but does not store anything on park property. Attorney Ruff is reviewing the documents relating to the requirements placed on Nicola's Park which is debatable if the covenants are enforceable. The item was tabled until May board meeting.

Item #4: Recreation & Facilities Manager Frueh presented recommendations for price increases to all program and facility rentals. Recreation & Facilities Manager Frueh stated that the fee increase was presented at the portfolio meeting and Commissioners Hatzenbuhler and Arenz supported the increases. Fee increases are summarized in the spreadsheet provided, motion by Commissioner Froehlich and seconded by Commissioner Mehlhoff to approve proposed Rec & Facilities increases as presented. Motion passes 4-0.

Commissioner/Staff reports: Director stated that the Foundation Committee met last week to develop the bylaws, and articles of incorporation that will start the process with the Secretary of State to create our foundation and 501c3 status.

Park Operations Manager Fleck stated that the shelter at Legion Park is completed and ready for spring rentals.

Motion by Commissioner Hatzenbuhler and seconded by Commissioner Mehlhoff to approve the monthly bills. Motion passes 4-0.

Check Summary Register April 2022

Name	Check Date	Check Amt	
11000 STARION FINANCIAL			
44197 ALL AMERICAN ARENA	4/12/2022	\$670.17	Hockey skates - SSC
44198 ALYEA, CODY	4/12/2022	\$24.41	March Cell Phone Reimb - Parks
44199 ASSOCIATED SUPPLY CO INC	4/12/2022	\$4,500.00	Kiddie pool heater - RR
44200 AVI SYSTEMS	4/12/2022	\$31,225.69	Handheld Transmitter with Microphone - SSC
44201 BABE RUTH LEAGUE	4/12/2022	\$200.00	Babe Ruth League Charter Fees
44202 BISMARCK MANDAN CHAMBER	4/12/2022	\$295.00	Membership Dues - ADMIN
44203 BISMARCK-MANDAN CVB	4/12/2022	\$105.00	BMCVB Annual Meeting - ADMIN
44204 BSN SPORTS	4/12/2022	\$224.64	Volleyball Trainer
44205 BURIAN & ASSOCIATES LLC	4/12/2022	\$15,910.00	Heart River Irrig Source Design-Impr Dist
44206 CHI ST ALEXIUS HEALTH	4/12/2022	\$250.00	1ST QTR EAP FEES
44207 CITY OF MANDAN	4/12/2022	\$511.27	Unleaded gas & diesel - Parks
44208 DAKOTA STAR GYMNASTICS	4/12/2022	\$502.99	Reimburse Amanda's March Health Insurance
44209 DIRK PLUMBING & HEATING INC	4/12/2022	\$1,160.33	Install valves to Isolate locker rooms - ASA
44210 DYNAMIC BRANDS	4/12/2022	\$3,380.40	Push Carts - PW
44211 FRUEH, DAVE	4/12/2022	\$90.09	March Mileage Reimb - Rec
44212 HORNUNGS	4/12/2022	\$389.15	Key tags - PW
44213 INDEPENDENT TELEPHONE	4/12/2022	\$7,809.06	Data Room Clean Up - Admin
44214 INNOVATIVE OFFICE	4/12/2022	\$42.09	Paper - Admin
44215 JOHS, CASEY	4/12/2022	\$71.37	March mileage reimb - Rec
44216 K & K INSURANCE GROUP	4/12/2022	\$1,530.00	Babe Ruth League Liability and Accident
44217 KLJ ENGINEERING LLC	4/12/2022	\$20,600.00	Engineering for 16th St/Tennis Grading
44218 LIBERTY BUSINESS SYSTEMS	4/12/2022	\$150.00	Service on Printer - Admin
44219 NEUBERGER, TERRY	4/12/2022	\$400.00	March cleaning -Admin bldg
44220 NORTHERN TROPHY &	4/12/2022	\$3,240.50	Adult Volleyball T-Shirts
44221 NRG TECHNOLOGY SERVICES	4/12/2022	\$2,459.08	April IT Services - Admin
44222 PREBLE MEDICAL SERVICES	4/12/2022	\$40.00	Pre-employment drug test - Admin
44223 RED RIVER REFRIGERATION	4/12/2022	\$2,999.81	Compressor maintenance - SSC
44224 RIVARDS TURF AND FORAGE	4/12/2022	\$2,711.40	Grass seed - PW
44225 RK ELECTRIC	4/12/2022	\$2,066.25	Program wave channel in Lazy River- RR
44226 NICOLE SCHERR	4/12/2022	\$61.43	March mileage reimb - MAC
44227 STARION BOND SERVICES	4/12/2022	\$358,735.94	RR 2021 Bond Interest

44228	STARION INSURANCE	4/12/2022	\$2,962.00	Building & Outdoor Property coverage
44229	STEINS INC	4/12/2022	\$825.33	Garbage Bags and Cleaner - SSC
44230	TERRACON CONSULTANTS	4/12/2022	\$16,700.00	Soil testing for Bldg & parking lot - MTC
44231	BISMARCK TRIBUNE	4/12/2022	\$1,092.96	Ad for Rodeo bids
44232	THOMAS, KELLY	4/12/2022	\$50.00	March Cell Phone Reimb - ADMIN
44233	WESTERENG, JOHN	4/12/2022	\$39.95	March Cell Phone Reimb - MM
44234	WINFIELD SOLUTIONS LLC	4/12/2022	\$1,600.00	Fungicide - PW
	Total Checks		\$485,626.31	
	US Bank		\$19,888.50	
	04/01/22 Payroll		\$65,671.40	
	04/15/22 Payroll		\$69,831.32	
	04/29/22 Payroll		\$57,999.35	

Motion to adjourn the meeting was at approximately 6:37pm. Motion made by Commissioner Mehlhoff and seconded by Commissioner Froehlich. Motion passes 4-0.

Cole Higlin

[Cole Higlin \(May 10, 2022 08:42 CDT\)](#)

Cole Higlin
Clerk, Mandan Park District



Wade Meschke
President, Board of Park Commissioners









April 11 2022 Minutes

Final Audit Report

2022-05-10

Created:	2022-05-10
By:	Kelly Churchill (kchurchill@mandanparks.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAI3HIF1asjPJdVYBGfloL8p6UugLo2Vf_

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