

MINUTES OF THE BOARD OF PARK COMMISSIONERS
June 21, 2012

The Board of Park Commissioners held their regular meeting on June 21, 2012 in the Tom Baker meeting room of the City/County Building. President Beattie called the meeting to order at 5:15 pm. Commissioners Jeske, Schwartz, O'Brien and DeForest were present.

Commissioner Schwartz moved approval of the agenda as presented. Commissioner DeForest seconded the motion and the voting went as follows: Ayes: Commissioners Jeske, Schwartz, O'Brien, DeForest and President Beattie. The nays being none, the motion carried.

Executive Director Bina reviewed the draft 2013-2015 Strategic Plan. Commissioner Schwartz moved approval of the Strategic Plan as presented. Commissioner Jeske seconded the motion and the voting went as follows: Ayes: Commissioners Jeske, Schwartz, O'Brien, DeForest and President Beattie. The nays being none, the motion carried.

President Beattie reviewed the items on the consent agenda. Staff recommended approval of the following:

- Minutes of May 17, 2012 Board meeting.
- Consideration of Addendum to Concessions Agreement to Operate Concessions at Riverwood Golf Course.
- Consideration of Fee Adjustments for Riverwood Golf Course Due to Opening of 9 Holes at Riverwood Golf Course.
- Consideration of River Road Shared Use Path Rehabilitation Project Scheduled for 2013.
- Consideration of 2014 National Softball Championship Bid.

Commissioner Jeske moved approval of the consent agenda as presented. Commissioner Schwartz seconded the motion and the voting went as follows: Ayes: Commissioners Jeske, Schwartz, O'Brien, DeForest and President Beattie. The nays being none, the motion carried.

Clint Knutson with Ulteig Engineering reviewed the bids for the Riverwood Golf Course – Irrigation System. Upon review of the bids, staff recommended awarding the low base bid plus alternate #1 to Landscapes Unlimited, LLC in the amount of \$1,316,000. Commissioner DeForest moved approval of the bid as recommended. Commissioner Jeske seconded the motion.

Commissioner Schwartz moved to amend the motion to include a review green fees with 2013 budget process and decide what can be done to recover some of the irrigation costs.

Commissioner O'Brien seconded the amendment and the voting went as follows: Ayes: Commissioners Jeske, Schwartz, O'Brien, and President Beattie. Nays: Commissioner DeForest. The amendment passed.

Voting on the main motion, as amended, went as follows: Ayes: Commissioners Jeske, Schwartz, O'Brien, DeForest and President Beattie. The nays being none, the motion carried.

Dave Mayer from Kadrmas Lee and Jackson reviewed the bids received for Scheels Sports Complex Fields 7 and 8 Grading, Irrigation and Seeding. Staff recommended accepting the low bid of \$388,060.45 submitted by Sand Creek Corporation. Commissioner Jeske moved to accept the recommended bid. Commissioner DeForest seconded the motion and the voting went as follows: Ayes: Commissioners Jeske, Schwartz, O'Brien, DeForest and President Beattie. The nays being none, the motion carried.

The bids received for Scheels Sports Complex Shared Use Path were reviewed. Commissioner Schwartz moved to accept the low bid of \$311,189.72 submitted by Northern Improvement. Commissioner Jeske seconded the motion and the motion and the voting went as follows: Ayes: Commissioners Jeske, Schwartz, O'Brien, DeForest and President Beattie. The nays being none, the motion carried.

Executive Director Bina reviewed proposals received to supply soft drink and beverages for the Park District from January 1, 2013 – December 31, 2017. Commissioner O'Brien moved to accept the proposal from Pepsi America and authorized staff to work with Pepsi America to develop the final agreement. Commissioner Schwartz seconded the motion and the voting went as follows: Ayes: Commissioners Jeske, Schwartz, O'Brien, DeForest and President Beattie. The nays being none, the motion carried.

Dave Mayer from Kadrmas Lee and Jackson reviewed the bid received for the Grant Marsh Boat Ramp Parking Lot Chip Seal and Striping Project. Commissioner O'Brien moved to accept the bid provided by Asphalt Surface Technologies Corporation in the amount of \$38,369.80. Commissioner DeForest seconded the motion and the voting went as follows: Ayes: Commissioners Jeske, Schwartz, O'Brien, DeForest and President Beattie. The nays being none, the motion carried.

Commissioner Schwartz moved to accept the bid provided by Dakota Fence Company for \$139,428.80 for Scheels Sports Complex Fields 7 and 8 Amenities. Commissioner DeForest seconded the motion and the motion and the voting went as follows: Ayes: Commissioners Jeske, Schwartz, O'Brien, DeForest and President Beattie. The nays being none, the motion carried.

Connie Hofland, Legal Counsel, reviewed the proposed revisions to the Request to Appear Before the Board policy. Commissioner DeForest moved to approve the policy as updated. Commissioner Jeske seconded the motion and the motion and the voting went as follows: Ayes: Commissioners Jeske, Schwartz, O'Brien, DeForest and President Beattie. The nays being none, the motion carried.

Commissioner Schwartz moved to approve bills for payment with checks 171971 to 172269 and 337310 to 337946. Commissioner O'Brien seconded the motion and the motion and the voting went as follows: Ayes: Commissioners Jeske, Schwartz, O'Brien, DeForest and President Beattie. The nays being none, the motion carried.

President Beattie asked Commissioner O'Brien to step forward to be recognized for his service on the Park Board. He was presented with a Gold Card, recognition plate and the following citation:

Whereas, **Mike O'Brien**, in his capacity as a member of the Board of Park Commissioners since 2008, has served the residents of the City of Bismarck in a most exceptional and splendid manner, and

Whereas, he has provided leadership that has greatly assisted in the growth and development of parks and recreation opportunities; and

Whereas, Mike O'Brien has given freely of his time and special talents to the Park District of the City of Bismarck for these many years, greatly contributing to the cause of good government and a better community, and

Whereas, it is fitting and proper that such public service be recognized, publicly proclaimed and made part of the permanent record of the Bismarck Parks and Recreation District;

Now, therefore, be it resolved by the Park District of the City of Bismarck and on behalf of the citizens of Bismarck, on this 21st day of June 2012, extend to Mike O'Brien sincere thanks and grateful appreciation for service.

Commissioner O'Brien thanked the citizens of Bismarck for giving him an opportunity to serve on the Park Board and thanked the commissioners and staff for their work.

President Beattie moved to adjourn the meeting sine die.

Connie Hofland, Legal Counsel, asked Commissioner-Elect Brian Beattie and Wayne Munson to appear before the Board. She read the following oath of office:

The mission of the Bismarck Parks and Recreation District is "working with the community to provide residents and visitors the highest quality park, program, facility and event experience."

To carry out its mission, the Bismarck Park District affirms the following goals:

- To create, advocate and preserve diverse recreational and leisure opportunities for all.
- To ensure professional delivery and operation of public park and recreation services, facilities and programs.
- To be an effectively governed, efficiently managed and fiscally sound organization.
- To develop community relations initiatives that will result in greater awareness of the role played by the BPRD in healthy lifestyles, environmental stewardship and community livability.

Brian Beattie/Wayne Munson has been duly elected to serve as a member of the Board of Park Commissioners of the Bismarck Parks and Recreation District of the City of Bismarck; elected to fulfill the responsibilities and carry out duties as a Board member in the interest of the community and participants through the parks, programs and facilities offered by the Bismarck Parks and Recreation District and affirms as follows:

“Do you solemnly swear that you will support the Constitution of the United States and the Constitution of the State of North Dakota; and that you will faithfully discharge the duties of the office of member of the board of park commissioners for Park District of the City of Bismarck according to the best of your ability, so help you God.”

“I do”

You are hereby installed as a member of the Board of Park Commissioners this 21st day of June 2012, Bismarck, North Dakota.

Ms. Hofland then opened the floor for nominations for President. Commissioner DeForest nominated Commissioner Schwartz. Commissioner Jeske seconded the nomination. The voting was as follows: Ayes: Commissioners Jeske, Schwartz, Munson, DeForest and Beattie. The nays being none, the motion carried.

The meeting of the Board of Park Commissioners was reconvened.

President Schwartz opened the floor for nominations for Vice President. Commissioner DeForest nominated Commissioner Jeske. Commissioner Munson seconded the nomination and voting went as follows: Ayes: Commissioners Jeske, Beattie, Munson, DeForest and President Schwartz. The motion carried.

Commissioner Beattie moved to appoint Randy Bina as Clerk of the Park District. Commissioner Munson seconded the nomination and voting went as follows: Ayes: Commissioners Jeske, Beattie, Munson, DeForest and President Schwartz. The motion carried.

Ms. Hofland administered the following oath for the Clerk:

Randy Bina has been duly appointed by the board of commissioners of the Park Board of the City of Bismarck.

“Do you solemnly swear that you will support the Constitution of the United States and the Constitution of the State of North Dakota; and that you will faithfully discharge the duties of the office of the clerk of the board of park commissioners for Park District of the City of Bismarck according to the best of your ability, so help you God.”

“I do”

You are hereby installed as the clerk of the Board of Park Commissioners this 21st day of June 2012, Bismarck, North Dakota.

Commissioner Beattie moved to appoint Zuger Kirmis and Smith as the Park District’s legal counsel. Commissioner Jeske seconded the nomination and voting went as follows: Ayes: Commissioners Jeske, Beattie, Munson, DeForest and President Schwartz. The motion carried.

The Board was re-organized as follows:

- Administration Management Team – President Schwartz
- Operations Management Team – Commissioners Jeske and Munson
- Facilities and Programs Management Team – Commissioners Beattie and DeForest

- Bismarck Recreation Council – President Schwartz
- Forestry Advisory Board – Commissioner Jeske
- Community Bowl Authority – President Schwartz
- BSC Aquatic and Wellness Center Advisory Committee - Commissioner DeForest
- Sleepy Hollow Summer Theater Committee – Wayne Munson

The next meeting will be held July 19, 2012 at 5:15 pm in the Tom Baker Meeting Room. The meeting was adjourned at 6:05 pm.