

MINUTES OF THE BOARD OF PARK COMMISSIONERS
July 21, 2016

The Board of Park Commissioners held their regular meeting on July 21, 2016 in the Tom Baker meeting room of the City/County Building. President Munson called the meeting to order at 5:15 pm. Commissioners Jeske, Schwartz, Beattie and President Munson were present. Commissioner Starck was absent.

Commissioner Schwartz moved to approve the agenda as presented. Commissioner Beattie seconded the motion and the voting went as follows: Ayes: Commissioners Jeske, Schwartz, Beattie and President Munson. The nays being none, the motion carried.

Jeff Feist from Ritterbush-Ellig-Hulsing presented the bids for the Nishu Bowmen Expansion Project. Commissioner Jeske moved to accept the following low bids:

Northwest Contracting for general construction	\$237,640.00
Northwest Contracting for alternate G1 – Classroom 101 finishes	6,340.00
Northern Plains Heating and Air for mechanical construction	66,775.00
Electric Systems for electrical construction	39,450.00
Electric Systems for alternate E1 – LED light fixtures	<u>2,298.00</u>
Total bid package:	352,503.00

Commissioner Beattie seconded the motion and the voting went as follows: Ayes: Commissioners Jeske, Schwartz, Beattie and President Munson. The nays being none, the motion carried.

Legal Counsel Connie Hofland reviewed a proposed Addendum to the Existing Facility Use Agreement with Nishu Bowmen. The existing agreement was developed and approved in May 2007 for the purpose of defining the responsibilities of the Park District and Nishu Bowmen in completing phase II of the indoor archery facility along with operational responsibilities. This agreement would outline the responsibilities of the Park District and Nishu Bowmen to complete phase III. Commissioner Beattie moved to approve the addendum with costs of up to \$60,000 and authorized staff to complete the agreement. Commissioner Schwartz seconded the motion and the voting went as follows: Ayes: Commissioners Jeske, Schwartz, Beattie and President Munson. The nays being none, the motion carried.

Operations Director Dave Mayer reviewed a request from Lincoln Oakes Nursery regarding a partnership to develop and operate a new water supply at Lincoln Oakes and possibly Cottonwood Park. Commissioner Beattie moved approval for staff to continue discussions with Lincoln Oakes Nursery regarding the concept. Commissioner Jeske seconded the motion and the voting went as follows: Ayes: Commissioners Jeske, Schwartz, Beattie and President Munson. The nays being none, the motion carried.

President Munson reviewed the following items on the consent agenda:

- Review and approval of June 16 and July 7, 2016 Park Board meeting minutes.
- Approval of pledge of assets as provided by Finance Director Kathy Feist.

- Request authorization to call for bids on the following approved Matching Grant projects:
 - Clem Kelley fencing for diamonds 9 and 10
 - Maintenance building for Scheels Complex
- Missouri Valley Complex County Parks Addendum to clarify the specific sub-properties included in the agreement.
- Approval of Bismarck Police Department's archery/bow hunting program.

Commissioner Jeske moved to approve the consent agenda items as presented. Commissioner Schwartz seconded the motion and the voting went as follows: Ayes: Commissioners Jeske, Schwartz, Beattie and President Munson. The nays being none, the motion carried.

Kathy Feist provided the commissioners with the final 2015 audit and financial statements. There were no significant changes from the draft that was presented earlier to the Board. Commissioner Beattie moved acceptance of the 2015 audit and financial statements. Commissioner Schwartz seconded the motion and the voting went as follows: Ayes: Commissioners Jeske, Schwartz, Beattie and President Munson. The nays being none, the motion carried.

Facilities and Programs Director Kevin Klipfel provided the Board with an update on the American Legion Central Plains Regional Baseball Tournament that will be held in Bismarck August 3 – 7, 2016.

The Park Board needs to name an alternate Board member to the Intergovernmental Committee in case President Munson is unable to attend any meetings. President Munson appointed Commissioner Jeske to serve as the alternate, and she accepted.

Kathy Feist provided an update on the development and approval of the 2017 budget. Upcoming dates are as follows:

- July 25 – August 1st: Budget meetings with Commissioners, Directors and Managers
- August 18th Board Meeting: Introduction of 2017 budget
- September 8th Board Meeting: Public hearing on 2017 budget, adopt the final budget, and determine annual tax levy
- October 10th: Levy certification and final budget to County Auditor

Commissioner Beattie moved to approve bills for payment with checks 186742 to 187188 and 379704 to 380905. Commissioner Jeske seconded the motion and the voting went as follows: Ayes: Commissioners Jeske, Schwartz, Beattie and President Munson. The nays being none, the motion carried.

President Munson reminded the Board of the upcoming Trail Trek scheduled for July 30th. The next Park Board meeting will be held on August 18, 2016 at 5:15 pm at the Tom Baker meeting room. The meeting was adjourned at 5:43 pm.