

MINUTES OF THE BOARD OF PARK COMMISSIONERS
November 16, 2017

The Board of Park Commissioners held their regular meeting on November 16, 2017 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.

Peggy Harter from Stantec addressed the Board regarding the Metropolitan Planning Organization's Bicycle/Pedestrian Study. Commissioner Jeske moved to accept the study 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.

Michael Gunsch with Houston Engineering reviewed the proposed consultant agreement for the Arizona Drive Bank Stabilization Project. Commissioner Beattie moved to approve the agreement as presented. 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 updated the Board regarding conversations he has had with one of the landowners, David Wolf. Mr. Wolf appears to want to work with the Park District so that his property is included in the Arizona Drive Bank Stabilization Project. The Board then discussed the situation further. Commissioner Jeske moved to have staff meet with both homeowners by noon on November 21, 2017 regarding the project. 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.

Commissioner Schwartz moved that the previous offer that was made in the form of an agreement to the homeowners be brought back to the homeowners and that the offer is valid through noon on November 21, 2017. 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.

Operations Director David Mayer reviewed a land donation request regarding Sattler's Sunrise 7th Addition, Lot 1, Block 1. Sattler's wishes to donate this parcel of land to the Park District. It would also serve as a trail connection in that neighborhood. Commissioner Jeske moved to accept the donation 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.

Human Resources and Administration Coordinator Julie Fornshell provided a summary of the proposed changes to the Human Resource Policy and Procedure Handbook. Changes included updating grammar and current practices, legislative updates to distracted driving and administrative changes and a sunset date for the early retirement program. Commissioner Beattie moved to accept the proposed changes. 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.

Finance Director Kathy Feist provided three options for the Commissioners to consider if they wish to pursue a 2018 improvement district. Commissioner Jeske approved moving forward with option number two that includes Sleepy Hollow Park parking lot, Santa Fe trail replacement, Sertoma Park trail overlay, Clem Kelley Complex overlay and Horizon Park – Phase II - tennis courts and sport court. The motion also included proceeding with the development of the improvement district and using the Consultant Selection Process to obtain updated cost estimates. 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.

President Munson reviewed the following items on the consent agenda:

- Review and approval of October 19, 2017 Board meeting minutes.
- Consideration of agreements
 - Agreement for the Maintenance and Management of McDowell Dam.
 - Extension of lease with ND League of Cities.
 - Bismarck Larks Advertising Signing Addendum.
- Authorization to submit grant applications to Land and Water Conservation Fund and Transportation Alternative Program.
- Request authorization to call for bids for the following items:
 - 2018 Activity Schedule
 - 2018 fertilizer
 - 2018 maintenance equipment, vehicles and a 28-passenger bus

Commissioner Beattie moved to approve the consent agenda as presented. 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.

Commissioner Beattie moved to approve bills for payment with checks 394400 to 395126 and 192151 to 192393 along with bank drafts DFT 0000173 to DFT0000186 and direct deposits 11207 to 11326. 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.

The next regular Park Board meeting will be held December 21, 2017 at 5:15 pm at the Tom Baker Meeting Room. The meeting was adjourned at 6:23 pm.