

MINUTES OF THE BOARD OF PARK COMMISSIONERS
December 17, 2015

The Board of Park Commissioners held their regular meeting on December 17, 2015 in the Tom Baker meeting room of the City/County Building. President Jeske called the meeting to order at 5:15 pm. Commissioners Schwartz, Beattie, Starck, Munson and President Jeske were present.

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

Eileen Walsh, representing Dakota West Arts Council, appeared before the Board as part of the Featured Partners and Programs.

Executive Director Bina and Legal Counsel Connie Hofland reviewed the park development agreements for a 3.7 acre park in South Meadows subdivision. Commissioner Schwartz moved approval of the agreement as presented. Commissioner Starck seconded the motion and the voting went as follows: Ayes: Commissioners Schwartz, Beattie, Starck, Munson and President Jeske. The nays being none, the motion carried.

Finance Director Kathy Feist requested Board approval for two year-end transfers. The first would be to transfer \$260,000 from the general fund to the park improvement fund for construction of a new park adjacent to Northrop Drive. The second would be to transfer \$800,000 from the 2015 general fund reserves to the park improvement fund for improvements budgeted in 2016 to replace the floors in VFW Sports Center rink 1, the curing arena, refrigeration and hockey boards. Commissioner Beattie moved to approve the transfers. Commissioner Starck seconded the motion and the voting went as follows: Ayes: Commissioners Schwartz, Beattie, Starck, Munson and President Jeske. The nays being none, the motion carried.

Michael Gunsch from Houston Engineering appeared before the Board to review the proposed changes to the Meadow Village final plat and storm water management plan. Michael Gunsch requested the Board approve the final plat for signature, subject to the city's approval of the revised storm water master plan and final plat. Commissioner Schwartz moved that the Board accept the information provided regarding the proposed change to the Meadow Village storm water management plan and final plat.

Greg Smith, Operations Director, reviewed the bids received for a rear loader trash compactor. Commissioner Starck moved to accept the low bid of \$59,460 submitted by Northern Truck Equipment. Commissioner Munson seconded the motion and the voting went as follows: Ayes: Commissioners Schwartz, Beattie, Starck, Munson and President Jeske. The nays being none, the motion carried.

Greg Smith also reviewed the bids received for a rear wheel drive truck which will be used with the rear load trash compactor. Commissioner Beattie moved to accept the low bid of \$72,263 submitted by All State Peterbilt. Commissioner Munson seconded the motion and the voting

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

Finance Director Kathy Feist reviewed the bids received for the annual audit for years ending December 31, 2015, 2016, and 2017. Commissioner Munson moved to accept the low bid submitted by Brady Martz for \$15,500, \$16,000 and \$16,500 respectively. Commissioner Starck seconded the motion and the voting went as follows: Ayes: Commissioners Schwartz, Beattie, Starck, Munson and President Jeske. The nays being none, the motion carried.

President Jeske reviewed the following items on the consent agenda:

- Review and approval of November 19, 2015 Board meeting minutes.
- Consideration of request to extend the SuperSlide agreement for another five years, from January 1, 2016 – December 31, 2020.
- Consideration to approve the revised position classification and salary range in order to hire a Facility Specialist for oversight of the Burleigh County parks as specified in the management agreement.
- Consideration of Bismarck Gymnastics Academy agreement effective January 1, 2016 – December 31, 2017.

Commissioner Schwartz moved to approve the items on the consent agenda as presented.

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

President Jeske provided a review of Executive Director Bina's annual evaluation. The evaluation was positive and various members of the Board thanked Executive Director Bina for his leadership.

Commissioner Schwartz moved approval of a 4.5% merit increase for Executive Director Bina, effective January 1, 2016. Commissioner Munson seconded the motion and the voting went as follows: Ayes: Commissioners Schwartz, Beattie, Starck and Munson. Nays: President Jeske. The motion carried.

Commissioner Beattie moved approval of bills for payment with checks 184888 to 185089 and 373848 to 374631. Commissioner Munson seconded the motion and the voting went as follows: Ayes: Commissioners Schwartz, Beattie, Starck, Munson and President Jeske. The nays being none, the motion carried.

The next Board meeting will be held January 21, 2016 at 5:15 pm at the Tom Baker Meeting Room. The meeting was adjourned at 5:56 pm.