

MINUTES OF THE BOARD OF PARK COMMISSIONERS
December 19, 2013

The Board of Park Commissioners held their regular meeting on December 19, 2013 in the Tom Baker meeting room of the City/County Building. President Schwartz called the meeting to order at 5:15 pm. Commissioners Beattie, DeForest, Munson, and Jeske were present.

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

Dave Fischer, Site Development Consultant from Buell Consulting, Inc. provided information to the Board regarding a proposed communications facility at Lion's Park. Commissioner Munson moved to approve the "Right of Entry" that would provide them with access to the proposed location to test the feasibility of the site. Commissioner Jeske seconded the motion and the voting went as follows: Ayes: Commissioners Beattie, DeForest, Munson, Jeske and President Schwartz. The nays being none, the motion carried.

Mike Manstrom from Dougherty and Company presented the resolution providing for the issuance and sale of revenue bonds, series 2014. Commissioner Munson moved to approve the resolution providing for the issuance and sale of revenue bonds, series 2014. Commissioner DeForest seconded the motion and the voting went as follows: Ayes: Commissioners Beattie, DeForest, Munson, Jeske and President Schwartz. The nays being none, the motion carried.

Dana Schaar Jahner, Executive Director of the ND Recreation and Parks Association, provided the Board with an overview of the findings from the Economic Contribution Study that was completed. This study examined the economic contribution of public parks and recreation in North Dakota.

Commissioner DeForest moved to approve the following consent agenda with one change noted to the minutes:

- Approval of November 21, 2013 with change that President Schwartz would like to see no more than \$2 million of the Hillside Pool renovation project financed.
- Approval of a two year agreement with Bismarck Gymnastics Academy.
- Request authorization to call for bids to replace playground at Tatley-Eagles Park. The Park District has received a Community Development Block Grant to assist with the replacement of this playground equipment.
- Approve authorization for a change order to city of Bismarck's Riverwood Drive Project to overlay sections of Riverwood Drive Trail.
- Approval professional consultant agreements with JLG Architects for the Hillside Pool project and KLJ for the skate park project at Lions Park.

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

Executive Director Bina reviewed the process to develop the 2015-2017 strategic plan. The Park District has contracted with Barbara Heller of Heller and Heller Consulting, Inc. to help with the process. She will be in Bismarck January 20 – 22, 2014 with a meeting with the Park Board and administrative team scheduled for January 22 from 4:30 – 6:30 pm. Executive Director Bina asked the commissioners to reserve this date on their calendar.

President Schwartz reviewed the summary of Executive Director Bina's annual evaluation and congratulated him on his positive review and the outstanding year. President Schwartz also noted that the Executive Director's salary did not receive a market adjustment after the 2012 salary study was completed. Upon review of the director positions in Fargo and Grand Forks, President Schwartz suggested that in addition to the 4% merit increase approved by the Board for 2014 for all eligible full-time employees, that Executive Director Bina's salary receives a market adjustment of \$7,928. After discussion, Commissioner Beattie moved that Executive Director Bina receive the 4% merit increase and that the discussion regarding a market adjustment be tabled until the January Board meeting. Commissioner DeForest seconded the motion and the voting went as follows: Ayes: Commissioners Beattie, DeForest, Munson, Jeske and President Schwartz. The nays being none, the motion carried.

Commissioner Jeske moved to approve bills for payment with checks 177503 to 177713 and 353277 to 354007. Commissioner Munson seconded the motion and the voting went as follows: Ayes: Commissioners Beattie, DeForest, Munson, Jeske and President Schwartz. The nays being none, the motion carried.

The next board meeting will be held on January 16, 2014 at 5:15 pm at the Tom Baker Meeting Room. The meeting was adjourned at 6:05 pm.