

MINUTES OF THE BOARD OF PARK COMMISSIONERS  
February 17, 2011

The Board of Park Commissioners held their regular meeting on February 17, 2011 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 Jeske 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.

The January 20 and February 9, 2011 Board meeting minutes were reviewed. Commissioner Jeske noted that in the January 20<sup>th</sup> meeting minutes, President Beattie voted nay on the motion to table action on the Accounting Manual. The February 9<sup>th</sup> meeting was on Wednesday, not Thursday, as stated in the minutes. Commissioner Schwartz moved approval of the minutes with the corrections as noted. 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.

The "Featured Partners and Programs" section of the meeting had two presentations. The first was from Jim Ballantyne, President of Bismarck Aquatics and Fitness, to discuss the program, including Aquastorm Masters, Aquastorm Swim Club and Aquastorm Diving Club. Roger Goroski, Nishu Bowmen Vice President, talked about the Nishu Bowmen programs, the indoor archery facility and the outdoor archery area.

Mike Gilbertson, citizen member of the Sleepy Hollow Summer Theater Advisory Committee, addressed the Board regarding proposed updates to the Sleepy Hollow stage and seating areas. He presented preliminary plans and asked for Board approval to continue developing these plans with input from the Park District. This approval would also allow Sleepy Hollow Summer Theater to begin fundraising for the capital improvements. Commissioner O'Brien moved to approve the stage and seating upgrade concepts. 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 O'Brien stated that Sleepy Hollow Summer Theater must come back to the Board prior to proceeding with any work, and all improvements will become property of the Park District.

A variety of bids were reviewed. Commissioner DeForest moved to accept the low bid submitted by Image Printing in the amount of \$39,785 for printing and distribution of the 2011 Activity Schedule. 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.

Bids for replacement of the 16<sup>th</sup> Street playground were reviewed. Commissioner DeForest moved to approve the low bid submitted by Ouellette Recreation and Miracle Play Equipment in the amount of \$22,166 for the equipment and the bid submitted by Central Concrete for \$6,300 for the cement work. 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.

Bids to replace the Jaycee Park playground were reviewed. Commissioner Jeske moved to accept the low bid from Premier Recreation Products and Gametime for the play equipment (option B) in the amount of \$47,585.65 and the bid from Knife River (\$12,598.69) for the cement work. 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 bids received for the Tom O'Leary trail rehabilitation project. After review by staff and engineers, it is recommended to accept the low bid provided by Northern Improvement Company for \$164,364.99. Commissioner DeForest moved to accept the low bid as recommended. 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.

Jeff Feist from Ritterbush-Ellig-Hulsing reviewed the Cottonwood South Softball Complex Concession/Restroom construction bids. Commissioner Schwartz moved to accept the following low bids as recommended:

General construction to Associated Builders with alternates G-1 and G-2 for \$150,900

Mechanical construction to Advantage Plumbing for \$30,059

Electrical construction to Electric Systems for \$17,145

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.

Assistant Director Bina reviewed the bids received for concessions operations. Commissioner Jeske moved to accept the following bids and approve the agreements to operate the concessions stands:

- Riverwood Golf Course: \$15,600 rent over two years plus 17% commission to Stadium Sand Trap
- Softball/Soccer/World War Memorial Building: 17.5% commission to Davis Concessions
- Bismarck Community Bowl: 19% commission to Fry Daddie Concessions
- VFW Sports Center/Tom O'Leary golf Course: \$22,000 over agreement period plus 15% commission to Bismarck Sports Group Food Service.

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.

Jackson Bird, City Forester, reviewed the bids received for the Cottonwood Park recreation trail tree planting. Seven bids were received and staff recommends accepting the low bid of \$27,406.44 from Dakota Tree Movers and Nursery. Commissioner DeForest moved to accept the bid as recommended. Commissioner O'Brien 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.

Assistant Director Bina requested authorization to call for bids for replacement of the Meddy Bear playground at Jaycee Park. The Park District received a Land and Water Conservation Fund Grant for replacement of the 5-12 year old playground at Jaycee Park and since those bids were lower than anticipated, grant money remains that can be applied for replacement of the Meddy Bear playground at Jaycee Park. Commissioner Jeske moved approval to call for bids as requested. 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 DeForest moved to approve bills for payment with checks 167472 to 167686 and 323971 to 324822. 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.

The next meeting will be held Thursday, March 24, 2011 at 5:15 pm. The meeting was adjourned at 6:15 pm.