

MINUTES OF THE BOARD OF PARK COMMISSIONERS

December 15, 2011

The Board of Park Commissioners held their regular meeting on December 15, 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 Schwartz moved approval of the agenda as presented. 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 November 17, 2011 Board meeting minutes were reviewed. Connie Hofland, Legal Counsel, pointed out one correction. The correction is that the ordinances will "become effective three days after publication" not 3 days after approval. Commissioner Schwartz moved approval of the minutes with the noted correction. 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.

Kent Morrow appeared before the Board as the Featured Partner and Program and talked about the success of the community gardens during the past five years.

The following consent agenda items were presented for approval:

- Disposition of Bids – 2012 Activity Schedule: Staff recommends approving the low bid submitted by Image Printing.
- Authorization to Call for Bids – 2012 Fertilizer and 2012 Garments: Staff requests authorization to call for bids for 2012 fertilizer and garments. These items are included in the budget.
- Tom O'Leary Trail Agreements: Staff recommends approval of the Companion Agreement for the 2012 Tom O'Leary Shared Use Rehabilitation Project.
- BSC Addendum: Staff recommends approval of an addendum to the BSC Aquatic and Wellness Center management agreement with Bismarck State College.
- Update on Flood Recovery: An update was provided on flood recovery efforts.

Commissioner DeForest moved approval of the consent agenda as presented. 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.

Executive Director Bina reviewed an easement request made by four property owners. The property owners wish to enter into a long term easement or lease with the District for an identified piece of property. Staff has met on site with the property owners and recommends approval of their request. The area is not adjacent to any developed Park property, and staff sees no negative impact on the general public. Approving an easement request would reduce the District's maintenance costs in the Operations Division. Commissioner DeForest moved approval for the Park District to proceed in developing a final easement or lease to be for the property. The easement or lease will be brought back to the Board for final approval. 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.

Connie Hofland, Legal Counsel, reviewed the process for updating Park District ordinances and proceeded with the second reading of the proposed ordinances. Commissioner O'Brien moved approval of the ordinances as presented. 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 ordinances will be published in the December 20, 2012 Bismarck Tribune and will become effective three days after publication.

Finance Director Augie Ternes reviewed a proposed 2012-01 Improvement District. The proposed improvement district would contain the following five units:

Unit One: Scheels Sports Complex – This is for the grading, seeding, and irrigation for Fields 7 and 8.

Unit Two: Tom O'Leary Trail – The shared use path rehabilitation is phase two. The 10 foot trail is approximately 6,810 feet in length. The project is a Transportation Enhancement Grant to a maximum grant of \$244,428.

Unit Three: Scheels Sports Complex Trail – The project consists of the construction of 3,200 lf of 10' asphalt trail and 1,010 lf of 6' concrete sidewalk. The project is a Recreation Trail Program Grant to a maximum grant of \$202,000.

Unit Four: Riverwood Golf Course – This project is for replacement of 9 holes of the irrigation system, pump house improvements and repairs to the cart paths. The Park District will also receive an alternate bid for completion of all 18 holes.

Unit Five: Tom O'Leary Trail – This project consists of the installation of utility services to a proposed restroom to the north of the tennis courts.

Commissioner Jeske moved approval to accept the resolution creating Improvement District 2012-01 with units 1, 2, 3, 4 and 5. Commissioner DeForest seconded the motion and the voting went as follows: Ayes: Ayes: Commissioners Jeske, Schwartz, O'Brien, DeForest and President Beattie. The nays being none, the motion carried.

Commissioner Schwartz moved to accept the resolution approving the engineer's preliminary reports and directing the preparation of detailed plans and specifications. 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.

Commissioner Jeske moved to set the Improvement District 2012-01 public hearing for January 19, 2012 at 5:15 pm in the Tom Baker Meeting Room. Commissioner Schwartz seconded the motion and the voting went as follows: Ayes: Ayes: Commissioners Jeske, Schwartz, O'Brien, DeForest and President Beattie. The nays being none, the motion carried.

Executive Director Bina proposed to begin the strategic planning process with a meeting of Commissioners and managers to review 2011, the plans for 2012 and discuss the future of the Park District. Commissioners will be contacted regarding possible dates for this strategic planning session.

Commissioner Schwartz moved approval of bills for payment with checks 170686 to 170871 and 332309 to 333111. 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 next meeting will be held on January 19, 2012 at 5:15 pm at the Tom Baker meeting room. President Beattie adjourned the meeting.