

MINUTES OF THE BOARD OF PARK COMMISSIONERS
February 21, 2013

The Board of Park Commissioners held their regular meeting on February 21, 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 Beattie moved to approve the agenda as presented. 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 Karen Traeholt from Central Dakota Children's Choir and Executive Director Liliana Norby from Theo Art School appeared before the Board as February's Featured Partners and Programs.

Joe Satrom and James Devine appeared before the Board to outline plans for Phase II of the Sleepy Hollow Summer Theater's project which would include the enclosure structure for the stage. Commissioner Jeske moved Park Board support of Phase II of the project, including moving of the gazebo. 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.

Jason Gullicks from Apex Engineering Group provided the Park Board with an update on the Burleigh County/City of Bismarck flood control projects scheduled for this summer. The city of Bismarck requested approval for right of way easements and mitigation of trees that will need to be removed. Commissioner DeForest moved to approve the right of ways requested and tree mitigation and authorized President Schwartz and Executive Director Bina to sign the documents needed. Commissioner Beattie 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.

Jeffrey Hysjulien from JLG Architects provided an overview of the timeline to conduct the Hillside Pool Study and the Facilities (Schaumberg, Capital Racquet and Fitness Center and World War Memorial Building) Study.

President Schwartz reviewed the consent agenda:

- Minutes of January 17, 2013 Board meeting
- Authorization to Call for Bids on Cart Paths at Pebble Creek Golf Course
- Authorization to Submit Grant Applications for Shared Use Path Trail Projects through the Transportation Alternative Program (TAP) and Recreation Trail Program (RTP) Grant Programs
- Approval of Playground Safety Policy
- Request Proposals to Operate a Bike Rental Concession at Sertoma Park
- Accounting Policy Revisions for the following policies: Agreements/Professional Services, Experience Pay, In State Expense and Petty Cash.

Commissioner Jeske moved approval of the consent agenda as presented. Commissioner Beattie 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 bids received for the printing and distribution of the 2013 Activity Schedule. Commissioner Beattie moved approval of the low bid of \$42,605 submitted by Image Printing. 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.

Greg Smith, Operations Director, reviewed the bids received for the purchase of maintenance equipment. Commissioner DeForest moved to approve the following low bids that met all specifications:

- TurfWerks for two (2) Super Star X-Treme Athletic Field Conditioners for a total \$37,820.00.
- TurfWerks for two (2) Ferris Zero Turn Radius (ZTR) mowers for a total of \$38,960.00.
- TurfWerks for one (1) Rotary Mower with contour deck, Jacobsen AR-522, for \$40,230.45
- TurfWerks for one (1) 10.5' Turf mower, Jacobsen HR 6010, for \$43,602.00
- MTI Distributing, Inc. for one (1) Greens Aerifier, Toro ProCore 648, for \$20,964.34
- Titan Machinery for one (1) Compact Track Loader, Case TV380, for \$55,818.80
- The purchase of one (1) ¾ ton, four wheel drive, regular cab pickup from the North Dakota State Procurement Office bid. Low bid on this model was submitted by Hatton Ford, Inc. for an F-250 Ford pickup for \$21,261.00

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.

Kevin Klipfel, Facilities and Programs Director, reviewed the bids received for the purchase of 26 electric golf cars. Commissioner Beattie moved approval of the low bid submitted by Yamaha Golf and Utility in the amount of \$60,100. 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.

The bids received for various concession stand locations were also reviewed by Kevin Klipfel, Facilities and Programs Director. Commissioner Jeske moved approval of the following concession stand bids and agreements:

- Riverwood Golf Course to Bismarck Sports Group Food Service for rent amount of \$15,400 over the contract period and 16% of sales
- Softball/Soccer Complexes/World War Memorial Building to Davis Concessions for 15.5% of sales.
- No bid was received for Municipal Ballpark. Park District staff will explore further options, including the Park District operating the stand for 2013.

Commissioner Munson moved approval of bills with checks 174468 to 174756 and 344352 to 345193. Commissioner Beattie 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 meeting will be held March 21, 2013 at 5:15 at the Tom Baker Meeting Room. The meeting was adjourned at 6:23 pm.