

MINUTES OF THE BOARD OF PARK COMMISSIONERS  
December 18, 2025

The Board of Park Commissioners held their regular meeting on December 18, 2025 in the Tom Baker meeting room of the City/County Building. President Zimmerman called the meeting to order at 5:15 pm. The pledge of allegiance was said. Commissioners Gilbertson, Herzog, Jeske and Redmann were present.

Commissioner Gilbertson moved to approve the agenda as presented. Commissioner Redmann seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Herzog, Jeske, Redmann, and President Zimmerman. The nays being none, the motion carried.

Brad Veith with Nishu Bowmen appeared before the Board as the Featured Partner and Program.

Brett Donat with EAPC reviewed the bids received for the Administrative Office Lobby Renovation Project. Commissioner Redmann approved the bid of \$45,050 submitted by Dakota West Contracting. Commissioner Jeske seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Herzog, Jeske, Redmann, and President Zimmerman. The nays being none, the motion carried.

Facilities and Programs Director Mike Wald reviewed the bids received for 2026 equipment purchases. Included with the bid recommendation was to purchase an additional zero turn radius mower as there is a need for an additional mower, and the bid price is within the 2026 budget. Commissioner Gilbertson moved to accept the following bids:

- One large area mower, two, three-wheel fairway mowers, one fairway mower, two zero turn radius mowers and one bunker rake to Van Wall Equipment for \$411,027.
- One-100 hp utility tractor with cab to Acme Tools in the amount of \$95,557.97
- One compact track loader to Bobcat of Mandan in the amount of \$82,772.16
- One-72" rotary front deck mower, one reel grinder and one bed knife grinder to MTI for a total cost of \$124,946.42

Commissioner Redmann seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Herzog, Jeske, Redmann, and President Zimmerman. The nays being none, the motion carried.

Operations Director David Mayer reviewed the bids for 2026 fertilizer. The apparent low bids are as follows:

- 880 bags of 25-0-8 w/.72% Trimec to The Tessman Company for \$18,339.20
- 240 bags of 25-5-12 w/micronutrients and 480 bags of 25-2-12 to Reinders, Inc. for \$20,280
- 225 bags of 25-0-5 2/50%FE xcu+1%FE to Van Diest Supply Company for \$4,162.50

Commissioner Gilbertson moved to approve the low bids as outlined. Commissioner Jeske seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Herzog, Jeske, Redmann, and President Zimmerman. The nays being none, the motion carried.

Commissioner Redmann moved to approve the following transfers as requested by Finance Director Kathy Feist:

Transfer from the general fund to the park improvement fund:

- \$48,000.00 3/4 ton 4x4 Pickup Truck – Park Operations
- \$142,400.00 RV Electrical Upgrades Phase II – General Sibley Park

These items were approved in the 2025 budget, but delivery or completion is not expected until 2026. These transfers make the 2025 funding available in 2026.

In addition, transfer \$1,300,000 to replace the wave pool mechanical mechanism at the Paul H. Wachter Aquatic Complex. This item was approved in the 2026 budget to be funded by general fund reserves.

Commissioner Jeske seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Herzog, Jeske, Redmann, and President Zimmerman. The nays being none, the motion carried.

President Zimmerman reviewed the following consent agenda:

- Consideration of November 20, 2025 Board meeting minutes.
- Consideration of Memorandum Acknowledging Termination of the Agreement for the Joint Exercise of Government Powers regarding the joint riverfront mill levy agreement that Burleigh County terminated earlier this fall.
- Request Board authorization to call for bids on the following 2026 projects:
  - Install new vault toilet at Walt Neuens’s Memorial Horse Arena and a storage shed at Sertoma sand volleyball. These two items would be bid as one project.
  - Tom O’Leary tennis court resurfacing
  - Tom O’Leary half court surfacing replacement
- Request Board approval to donate Park Board minute books to the State Historical Society.
- Consider request from Burleigh County regarding Missouri Valley Complex garden plots.
- Consideration of consultant agreements for 2026 projects and approval to call for bids on the projects
  - Park Shop Concrete – AE2S
  - Municipal Ballpark Safety Netting - EAPC
  - BSC Aquatic and Wellness Center Timing System – Apex Engineering Group
  - Schaumberg Arena Refrigeration System Replacement – Ubl Design Group
  - Schaumberg Arena Bleachers – Ubl Design Group
  - VFW Sports Center Boilers – Prairie Engineering
  - Tom O’Leary Golf Course Cart Paths, Phase II - Apex Engineering Group

- Consideration of consultant agreement with KLJ and approval to call for bids for various parking lot projects, pending approval of the Bank of ND loan

Commissioner Redmann moved to approve the consent agenda as presented except for the Missouri Valley Complex garden plot item which the Board wished to discuss further.

Commissioner Gilbertson seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Herzog, Jeske, Redmann, and President Zimmerman. The nays being none, the motion carried.

After discussion, Commissioner Jeske moved to approve the request from Burleigh County regarding Missouri Valley Complex garden plots. Commissioner Redmann seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Herzog, Jeske, Redmann, and President Zimmerman. The nays being none, the motion carried.

President Zimmerman reviewed comments from Executive Director Klipfel's annual review.

President Zimmerman read a letter to the Park Board from Executive Director Klipfel regarding his upcoming retirement on June 1, 2026. The board then scheduled a special Park Board meeting on December 22, 2025 at 5:15 pm at the Park District office to discuss filling the executive director's position.

Commissioner Jeske moved to approve bills for payment with checks 408358 to 408373 and 220322 to 220507 along with bank drafts DFT001648 to DFT001660, EFTs 3662 to 3701, and direct deposits 93917 to 94803. Commissioner Redmann seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Herzog, Jeske, Redmann, and President Zimmerman. The nays being none, the motion carried.

The next regular meeting will be held January 15, 2026 at 5:15 pm in the Tom Baker Meeting Room. The meeting was adjourned at 6:14 pm.