



Bismarck Parks and Recreation District Administration Division

DATE: August 12, 2026

TO: Commissioners Gilbertson, Hanson, Herzog, Redmann, and President Jeske

FROM: Dave Leker, Executive Director

SUBJECT: Commissioner Appointments

President Jeske, staff, and I have researched and visited about the various commissioner committee assignments as outlined in the management teams. The current assignments are outlined as follows:

- Administration Division: President serves on the Bismarck Recreation Council and Bismarck Community Bowl Authority.
- Operations Divisions: Commissioners serve on the Forestry Advisory Board, Sleepy Hollow Liaison Committee, and Renaissance Zone Authority.
- Facilities and Programs Division: One commissioner serves on the BSC Aquatic and Wellness Center Advisory Committee.

In reviewing agreements, minutes, and other documents, staff discovered the following:

- Since the last Board reorganization in 2024, the Missouri Valley Complex Committee has been developed with a commissioner from the Operations Division serving on the committee as a non-voting member.
- Also, since the last Board reorganization, the Renaissance Zone Committee added a commissioner. Commissioner Herzog, who was on the Operations Division, has been serving on that committee.
- The Sleepy Hollow agreement states that a Park Board commissioner must serve on the Liaison Committee.
- Staff would also like to develop a Youth Advisory Committee to provide input to the Park District. If the Board desires, staff could begin development of this committee with one commissioner from the Facilities and Programs Division serving on the committee.
- The Bismarck Community Bowl Authority does not require a commissioner on the committee, therefore, the executive director or designee can fill this position.
- The BRC by-laws state that the Board president is a member of the BRC.

Therefore, based on the information and research, the following committee assignment are proposed for consideration:

- Staff recommends that the President serve on the Renaissance Zone Committee since it relates to taxing authority. If the Board agrees, then consider the following assignments:
 - Administration Division: President serves on the Bismarck Recreation Council and the Renaissance Zone Authority.
 - Operations Divisions: One commissioner each on the Forestry Advisory Board, Missouri Valley Complex Committee as a non-voting member, and the Sleepy Hollow Liaison Committee.
 - Facilities and Programs Division: One commissioner each on the BSC Aquatic and Wellness Center Advisory Committee and the Youth Advisory Committee.
 - The Bismarck Community Bowl Authority representative is the Executive Director.

Sample motion: I move to approve the commissioner assignments as outlined above.

Once a motion is approved, then commissioners from Operations and Facilities and Programs Divisions would determine their committee assignments.