

MINUTES OF THE BOARD OF PARK COMMISSIONERS  
May 21, 2020

The Board of Park Commissioners held their regular meeting on May 21, 2020 in the Tom Baker meeting room of the City/County Building. President Beattie called the meeting to order at 5:15 pm. Commissioners Munson, Gilbertson, Zimmerman, Jeske were present.

Commissioner Munson moved approval of the agenda as presented. Commissioner Gilbertson seconded the motion and the voting went as follows: Ayes: Commissioners Munson, Gilbertson, Zimmerman, Jeske and President Beattie. The nays being none, the motion carried.

Heather Davis and Laura Pitcher with PARC 365 provided an update on their activity regarding the sales tax increase on the upcoming June election ballot to fund the proposed community recreation complex.

Mindy Piatz from Brady Martz provided an overview of the draft 2019 audit. The final report cannot be issued until the city of Bismarck receives their final audit report since the joint pension plan is administered by the city of Bismarck. Commissioner Munson moved to receive the audit report at this meeting and the topic will be re-visited once the final report is issued. Commissioner Jeske seconded the motion and the voting went as follows: Ayes: Commissioners Munson, Gilbertson, Zimmerman, Jeske and President Beattie. The nays being none, the motion carried.

Jason Petryszyn from Swenson Hagen reviewed a Memorandum of Understanding for Silver Ranch Third Addition on behalf of Chad Wachter and Investcore, Inc. Commissioner Munson moved to accept the Memorandum of Understanding in which the Park Board grants a waiver of the requirement to place a neighborhood park in the Silver Ranch Third Addition. Investcore intends to work with the Park District during the development of Silver Ranch 4<sup>th</sup> addition that may include a regional park and neighborhood park. Commissioner Gilbertson seconded the motion and the voting went as follows: Ayes: Commissioners Munson, Gilbertson, Zimmerman, Jeske and President Beattie. The nays being none, the motion carried.

Mike Berg with Apex Engineering Group presented the bids received for the Riverwood Golf Course cart paths. Commissioner Jeske moved to accept the bid of \$281,189.20 provided by Northern Improvement Company. Commissioner Gilbertson seconded the motion and the voting went as follows: Ayes: Commissioners Munson, Gilbertson, Zimmerman, Jeske and President Beattie. The nays being none, the motion carried.

Mike Berg with Apex Engineering Group also presented the bids for the Chief Looking's Village Road project. Commissioner Gilbertson moved to accept the bid of \$274,468.80 provided by Northern Improvement Company. Commissioner Munson seconded the motion and the voting went as follows: Ayes: Commissioners Munson, Gilbertson, Zimmerman, Jeske and President Beattie. The nays being none, the motion carried.

The 2020 Sunrise Trail bids were reviewed by Operations Director David Mayer. The Park District received a Transportation Enhancement Grant to assist with the construction of this

project. Commissioner Zimmerman moved to accept the bid of 246,920.31 by Northern Improvement Company. Commissioner Munson seconded the motion and the voting went as follows: Ayes: Commissioners Munson, Gilbertson, Zimmerman, Jeske and President Beattie. The nays being none, the motion carried.

Jeff Ubl from Ubl Design Group presented the bids received for a new Park District maintenance facility. Commissioner Jeske moved to accept the following bids:

<b>Base Bids:</b>	<b>Company:</b>	<b>Amount:</b>
General Construction	Northwest Contracting, Inc.	1,504,500.00
Mechanical Construction	Advanced Mechanical, Inc.	\$259,455.00
Electrical Construction	L & H Electric, Inc.	\$157,135.00
Alternate Bids:	Item:	
Alternate 2 – General	Overhead crane	\$63,300.00
Alternate 3 – General	Vehicle and equipment lifts	\$7,600.00
Alternate 2 – Electrical	Overhead crane, electrical	\$1,025.00
Total:		\$1,999,015.00

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

Finance Director Kathy Feist reviewed the proposed Resolution Authorizing Sale of Park Facilities Revenue Bonds, Series 2020 in the amount of \$2,000,000 which would be used to finance the new maintenance building. Commissioner Munson moved to approve the resolution as presented. Commissioner Gilbertson seconded the motion and the voting went as follows: Ayes: Commissioners Munson, Gilbertson, Zimmerman, Jeske and President Beattie. The nays being none, the motion carried.

Commissioner Gilbertson moved to approve the selection of Vaaler Insurance to serve as the Agent of Record for five years to manage North Dakota Fire and Tornado Fund (Property Insurance) for Bismarck Parks and Recreation District as required by the ND Insurance Reserve Fund. Commissioner Jeske seconded the motion and the voting went as follows: Ayes: Commissioners Munson, Gilbertson, Zimmerman, Jeske and President Beattie. The nays being none, the motion carried.

Operations Director David Mayer reviewed a request by the Burleigh County 4-H Council to transfer ownership of the Joann Hetzel Memorial 4-H Building to the Park District. Commissioner Zimmerman moved approval for the Park District staff to continue to explore this topic. Commissioner Munson seconded the motion and the voting went as follows: Ayes: Commissioners Munson, Gilbertson, Zimmerman, Jeske and President Beattie. The nays being none, the motion carried.

Executive Director Randy Bina provided an updated on the COVID-19 pandemic and its impact on Bismarck Parks and Recreation District.

President Beattie reviewed the following items on the consent agenda:

- Review and approval of April 16, 2020 Board meeting minutes.
- Request authorization to submit a Recreation Trail Program Grant application for 2021 for a paved trail extension of the Ash Coulee Trail.
- Consideration of an agreement with BSC for use of BSC Aquatic and Wellness Center.
- Request approval for deer and turkey archery hunting program on city/Park District properties.
- Request Board authorization to call for concessions bids at Capital Ice Complex.

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

Commissioner Munson moved to approve the bills for payment with checks 406536 to 406628 and 200918 to 201460 along with bank drafts DFT000706 to DFT000732, EFTs 784 to 821 and direct deposits 27373 to 27762. Commissioner Gilbertson seconded the motion and the voting went as follows: Ayes: Commissioners Munson, Gilbertson, Zimmerman, Jeske and President Beattie. The nays being none, the motion carried.

The next regular Board meeting will be held June 11, 2020 at 5:15 pm at the Tom Baker Meeting Room.