

MINUTES OF THE BOARD OF PARK COMMISSIONERS
June 19, 2014

The Board of Park Commissioners held their regular meeting on June 19, 2014 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.

President Schwartz reviewed the items on the consent agenda:

- Minutes of the May 15, 2014 Board meeting for review and approval.
- Request to call for concessions bids at the BSC Aquatic and Wellness Center.
- Consideration of amendment to the existing agreement for 2014 Edgewood trail project to clarify the funding percentage used.
- Consideration to accept TAP funds in the amount of \$267,417 for the planned 2015 Edgewood trail project and to proceed with project development.

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

Travis Johnson from the Burleigh County Water Resource District and Michael Gunsch from Houston Engineering requested Board approval of an access easement for repairs that Burleigh County Water Resource District needs to complete at the south end of Hoge Island.

Commissioner Beattie moved approval of the easement. 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.

Landon Niemiller from Swenson Hagen and Co. appeared before the Board regarding land considerations to develop a neighborhood park in the South Meadows addition. Commissioner DeForest moved to pursue an appraisal of the land for a neighborhood park development and to begin drafting a park development plan agreement. 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.

Ben Zeltinger from JLG presented the bids received for the Lions Park Hillside Aquatic Complex renovation. The apparent low base bids submitted were as follows:

General Construction – Capital City Construction for \$1,667,000
Mechanical Construction – Cooling and Heating Unlimited for \$345,774
Electrical Construction – Electric Systems of Bismarck for \$269,450
Aquatics Construction – Associated Pool Builders for \$1,595,000

Alternate bids were discussed. Commissioner Beattie moved to approve the apparent low bids along with alternate 1 for the building (concessions area and rooftop patio) and aquatic alternate 1 (two additional lap lanes) and aquatic alternate 2 (one additional water slide). This brings the

final low bidders to Capital City Construction for \$1,779,000, Cooling and Heating Unlimited for 359,048, Western Edge for electrical construction in the amount of \$284,920 and Associated Pool Builders for \$1,763,000. Commissioner Jeske seconded the motion and the voting went as follows: Ayes: Commissioners Beattie, DeForest, Jeske and President Schwartz. Nays: Commissioner Munson. The motion carried.

Finance Director Kathy Feist provided a review of funding options for the project which would include the Park District's Tax Increment Financing, grant funds received for the project, the 2014 Improvement District and the Park District's reserve funds and park improvement funds.

Commissioner Beattie moved approval for the Park District to use the Park District's Tax Increment Financing (TIF) to assist in paying for the Hillside Aquatic Complex Renovation project. Commissioner DeForest seconded the motion and the voting went as follows: Ayes: Commissioners Beattie, DeForest, Jeske and President Schwartz. Nays: Commissioner Munson. The motion carried.

Executive Director Bina reviewed the one bid received for the trailhead/neighborhood park work. Due to the cost of the bid, Commissioner Jeske moved to reject the bid from Knife River Corporation (\$599,043.86) and to look into options to repackage the project for bids in both 2014 and 2015. 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 stated that no bids were received for the Lions Park skate park addition. Commissioner Munson authorized re-bidding the project. 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.

Commissioner Beattie moved to approve bills for payment with checks 178921 to 179201 and 357911 to 358702. 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.

President Schwartz recognized Commissioner DeForest for her years of service on the Park Board by presenting her with a Gold Card, recognition plate and the following citation:

Whereas, Jennifer DeForest, in her capacity as a member of the Board of Park Commissioners since 2006, has served the residents of the City of Bismarck in a most exceptional and splendid manner, and

Whereas, she has provided leadership that has greatly assisted in the growth and development of parks and recreation opportunities; and

Whereas, Jennifer DeForest has given freely of her time and special talents to the Park District of the City of Bismarck for these many years, greatly contributing to the cause of good government and a better community, and

Whereas, it is fitting and proper that such public service be recognized, publicly proclaimed and made part of the permanent record of the Bismarck Parks and Recreation District;

Now, therefore, be it resolved by the Park District of the City of Bismarck and on behalf of the citizens of Bismarck, on this 19th day of June 2014, extend to Jennifer DeForest sincere thanks and grateful appreciation for service.

Commissioner DeForest thanked the Board and staff for her time with the Park Board.

The meeting was adjourned sine die.

Connie Hofland, Legal Counsel, asked Commissioners-Elect Julie Jeske, Jason Starck and Mike Schwartz to appear before the Board. She read the following oath of office:

The mission of the Bismarck Parks and Recreation District is “working with the community to provide residents and visitors the highest quality park, program, facility and event experience.”

To carry out its mission, the Bismarck Park District affirms the following goals:

- To create, advocate and preserve diverse recreational and leisure opportunities for all.
- To ensure professional delivery and operation of public park and recreation services, facilities and programs.
- To be an effectively governed, efficiently managed and fiscally sound organization.
- To develop community relations initiatives that will result in greater awareness of the role played by the BPRD in healthy lifestyles, environmental stewardship and community livability.

Julie Jeske, Michael Schwartz and Jason Starck have been duly elected to serve as members of the Board of Park Commissioners of the Bismarck Parks and Recreation District of the City of Bismarck; elected to fulfill the responsibilities and carry out duties as Board members in the interest of the community and participants through the parks, programs and facilities offered by the Bismarck Parks and Recreation District and affirm as follows:

“Do you solemnly swear that you will support the Constitution of the United States and the Constitution of the State of North Dakota and that you will faithfully discharge the duties of the office of Board of Park Commissioners for the Park District of the city of Bismarck according to the best of your ability, so help you God.”

They replied, “I do.”

You are hereby installed as a member of the Board of Park Commissioners this 19th day of June 2014, Bismarck, North Dakota.

Ms. Hofland then opened the floor for nominations for President of the Park Board. Commissioner Munson nominated Julie Jeske. Commissioner Schwartz seconded the motion and the voting went as follows: Ayes: Commissioner Beattie, Starck, Munson, Jeske and Schwartz. The nays being none, the motion carried.

The meeting of the Board of Park Commissioners was reconvened. Roll call was taken. Commissioners Beattie, Starck, Munson, Schwartz and President Jeske were present.

President Jeske opened the floor for nominations for Vice President. Commissioner Schwartz nominated Commissioner Munson. Commissioner Beattie seconded the motion and the voting went as follows: Ayes: Commissioner Beattie, Starck, Munson, Schwartz and President Jeske. The nays being none, the motion carried.

President Jeske asked for the appointment for Clerk of the Park Board. Commissioner Beattie nominated Executive Director Bina. Commissioner Starck seconded the motion and the voting went as follows: Ayes: Commissioner Beattie, Starck, Munson, Schwartz and President Jeske. The nays being none, the motion carried.

Ms. Hofland then asked Executive Director Bina to step forward while she read the following oath of office:

Randy Bina has been duly appointed clerk by the Board of Commissioners of the Park Board of the City of Bismarck.

“Do you solemnly swear that you will support the Constitution of the United States and the Constitution of the State of North Dakota; and that you will faithfully discharge the duties of the office of the clerk of the board of park commissioners for Park District of the City of Bismarck according to the best of your ability, so help you God.”

Executive Director Bina replied, “I do.”

You are hereby installed as the clerk of the Board of Park Commissioners this 19th day of June 2014, Bismarck, North Dakota.

Commissioner Schwartz moved to appoint Zuger Kirmis and Smith as the Park District’s legal counsel. Commissioner Munson seconded the motion and the voting went as follows: Ayes: Commissioner Beattie, Starck, Munson, Schwartz and President Jeske. The nays being none, the motion carried.

Commissioner Schwartz moved to appoint the commissioners to the following management teams:

- Administration – President Jeske
- Operations – Commissioners Beattie and Starck
- Facilities and Programs – Commissioners Munson and Schwartz

Commissioner Beattie seconded the motion and the voting went as follows: Commissioner Beattie, Starck, Munson, Schwartz and President Jeske. The nays being none, the motion carried.

Commissioner Beattie moved to appoint the following commissioners as committee and liaison representatives:

- Bismarck Recreation Council – President Jeske
- Forestry Advisory Board – Commissioner Beattie
- Community Bowl Authority – President Jeske
- BSC Aquatic and Wellness Center Advisory Committee – Commissioner Munson

Commissioner Munson seconded the motion and the voting went as follows: Commissioner Beattie, Starck, Munson, Schwartz and President Jeske. The nays being none, the motion carried.

The next Board meeting will be held July 17, 2014 at 5:15 pm at the Tom Baker Meeting Room. The meeting was adjourned at 6:15 pm.