

MINUTES OF THE BOARD OF PARK COMMISSIONERS
June 21, 2018

The Board of Park Commissioners held their regular meeting on June 21, 2018 in the Tom Baker meeting room of the City/County Building. President Munson called the meeting to order at 5:15 pm. Commissioners Jeske, Schwartz, Beattie and President Munson were present. Commissioner Starck was absent.

Commissioner Schwartz moved to approve the agenda as presented with the addition of David Mayer to provide an update about the rising Missouri River and how it is impacting the Park District properties. Commissioner Beattie seconded the motion and the voting went as follows: Ayes: Commissioners Jeske, Schwartz, Beattie and President Munson. The nays being none, the motion carried.

Dan Schafer with Metro Ambulance appeared before the Board as the Featured Partner and Program. He provided information about cardiac arrest, AEDs, CPR and the new PulsePoint program which is being launched in the Bismarck-Mandan area and throughout the state of North Dakota.

Operations Director David Mayer provided an update about the rising Missouri River and how it is impacting the Park District properties.

Mindy Piatz from Brady Martz presented the draft 2017 audit report. 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 and audited by the city's independent auditors. Commissioner Schwartz moved to accept the audit report as presented. Commissioner Jeske seconded the motion and the voting went as follows: Ayes: Commissioners Jeske, Schwartz, Beattie and President Munson. The nays being none, the motion carried.

Michael Gunsch from Houston Engineering provided an update on the Pebble Creek bank stabilization project which is near completion.

Commissioner Jeske reviewed the 2018 Matching Grant applications and funding recommendations. Commissioner Schwartz moved to approve the following Matching Grants and to use the remaining balance in that account to pay for the Pebble Creek practice green project from round one of the grant process:

Applicant	Project Title	Funding
Elementary Cross-Country Program	Cross Country Program Equipment	\$1,083.14
Bismarck-Mandan Horseshoe Pitchers Association	Horseshoe Clubhouse	\$4,675.00
Bismarck Rotary Club	Bismarck Rotary Arboretum	\$2,250.00
Bareknuckle Baseball, LLC	Ballpark Safety and Operational Enhancements	\$3,759.50
Total:		\$11,767.64

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

Operations Director David Mayer reviewed the bids received for various roofing projects. Commissioner Schwartz moved to approve the low bids as follows:

- Sertoma Club Community Center to B & B Roofing for \$16,881.40
- Walt Neuens Horse Arena to Brendel Construction and Roofing for \$24,350
- Cottonwood Park Building to Tobias Marman Construction for \$25,242

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

The bids for the sensory play area at Magical Moments Playground were reviewed. Commissioner Schwartz moved to accept the low bid of \$109,993 provided by Dakota Playground. Commissioner Beattie seconded the motion and the voting went as follows: Ayes: Commissioners Jeske, Schwartz, Beattie and President Munson. The nays being none, the motion carried.

Commissioner Schwartz moved to accept the low bid of \$100,616 provided by Weisz and Sons for the 23rd Street Park improvements. Commissioner Jeske seconded the motion and the voting went as follows: Ayes: Commissioners Jeske, Schwartz, Beattie and President Munson. The nays being none, the motion carried. This project has received Community Development Block Grant Funding and the bid will also need city of Bismarck approval.

President Munson reviewed the following consent agenda:

- Consideration of May 17 and 30, 2018 Park Board meeting minutes.
- Consideration of Transportation Alternatives Grant Funds for Bismarck Sunrise Trail Connection Project. If approved, staff will begin the planning process.
- Request authorization to submit a ND Outdoor Heritage Fund Grant Application for Hay Creek bank stabilization.
- Request authorization to call for bids for Fox Island bank stabilization.

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

Commissioner Schwartz moved approval of bills for payment with checks 397862 to 398243 and 194075 to 194397 along with bank drafts DFT0000276 to DFT0000297 and direct deposits 13750 to 14193. Commissioner Jeske seconded the motion and the voting went as follows: Ayes: Commissioners Jeske, Schwartz, Beattie and President Munson. The nays being none, the motion carried.

President Munson recognized Commissioners Schwartz and Stack for their years of service on the Park Board by presenting them with a Gold Card, glass memento and the following citations:

Whereas, Mike Schwartz/Jason Starck, in his capacity as a member of the Board of Park Commissioners since 2010, has served the residents of the City of Bismarck in a most exceptional and splendid manner, and

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

Whereas, Mike Schwartz/Jason Starck has given freely of his 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 21st day of June 2018, extend to Mike Schwartz/Jason Starck sincere thanks and grateful appreciation for service.

Commissioner Schwartz thanked the Board, Executive Director Bina, Park District staff and the citizens of Bismarck for his time on the Park Board. Executive Director Bina also thanked the same groups on behalf of Commissioner Starck who was unable to be at the meeting.

Commissioner Schwartz moved to adjourn the meeting sine die. Commissioner Jeske seconded the motion and the voting went as follows: Ayes: Commissioners Jeske, Schwartz, Beattie and President Munson. The nays being none, the motion carried.

Notary Public Julie Fornshell asked Commissioners-Elect Julie Jeske, Mike Gilbertson and Mark Zimmerman to appear before the Board. She read the following oath of office:

“Commissioners-Elect Julie Jeske, Mike Gilbertson and Mark Zimmerman of Bismarck, ND, 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 Bismarck Board of Park Commissioners 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 21st day of June 2018, Bismarck, North Dakota. The commissioners then took their seat at the Board table.

Connie Hofland, Park District Legal Counsel, opened the floor for nominations for President of the Park Board. Commissioner Jeske nominated Commissioner Beattie. Commissioner Munson seconded the motion and the voting went as follows: Ayes: Commissioners Munson, Zimmerman, Gilbertson, Jeske and Beattie. The nays being none, the motion carried.

The meeting of the Board of Park Commissioners was reconvened. President Beattie opened the floor for nominations for Vice President. Commissioner Munson nominated Commissioner Jeske. Commissioner Gilbertson seconded the motion and the voting went as follows: Ayes: Commissioners Munson, Zimmerman, Gilbertson, Jeske and President Beattie. The nays being none, the motion carried.

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

Julie Fornshell then asked Executive Director Bina to step forward while she read the following oath of office for clerk.

“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 Bismarck Board of Park Commissioners 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 21st day of June 2018, Bismarck, North Dakota.

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

The following management team assignments were made:

- Administration – President Beattie
- Operations – Commissioners Jeske and Zimmerman
- Facilities and Programs – Commissioners Munson and Gilbertson

Committee and liaison representations were also made for the commissioners:

- Bismarck Recreation Council – President Beattie
- Forestry Advisory Board – Commissioner Zimmerman
- Community Bowl Authority – President Beattie
- BSC Aquatic and Wellness Center Advisory Committee – Commissioner Gilbertson
- Sleepy Hollow Park Liaison Committee – Commissioner Jeske

- Intergovernmental Committee – President Beattie with Commissioner Munson serving as an alternate

The Board will meet for an orientation session on June 28, 2018 at 7:30 am at the Park District Office. The next regular Board Meeting will be July 19, 2018 at 5:15 pm at the Tom Baker Meeting Room. The meeting was adjourned at 6:26 pm.