

MINUTES OF THE BOARD OF PARK COMMISSIONERS
August 16, 2018

The Board of Park Commissioners held their regular meeting on August 16, 2018 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 and President Beattie were present.

Commissioner Gilbertson moved to approve the agenda as presented with the removal of the request to donate equipment item from the consent agenda. 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.

Susan Wefald, representing Friends of the Rail Bridge appeared before the Board to provide information. Commissioner Zimmerman moved to have Park District staff become involved in future meetings regarding this topic. 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.

Jordyn Schaeftbauer, Tobacco Prevention Specialist with Bismarck Burleigh Public Health (BBPH) provided an overview of the tobacco free survey that was completed as a partnership between BBPH and the Park District. Commissioner Munson moved to receive the report as presented. 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.

Carmen Miller from Ducks Unlimited addressed the Board regarding a possible partnership effort to acquire land in the northwest area of Bismarck to establish a new nature-based park. Commissioner Zimmerman moved approval to have Executive Director Bina and Park District staff to work with Ducks Unlimited to further develop potential plans for the proposed area. 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 requested Board authorization to request proposals for a consultant to develop a facilities master plan. This was discussed during the 2019-2021 strategic planning session. If the Board authorizes moving forward, staff will develop the request for proposals with plans to bring a consultant recommendation to the October Board meeting. Commissioner Munson moved approval to develop a request for proposals for a consultant to develop a facilities master plan with a cap of \$60,000. 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.

David Mayer, Operations Director, provided a summary of the bids received for the General Sibley Park vault toilet. Commissioner Jeske moved to approve the low bid submitted by Boom Concrete of \$29,113.29 which included five additional options. 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.

Operations Director David Mayer reviewed a proposal to enter into a Memorandum of Understanding with National Audubon Society to partner on an Urban Woods and Prairies Initiative Project with funding from the Outdoor Heritage Fund grant program. Commissioner Zimmerman moved to approve the Memorandum of Understanding as presented. 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.

President Beattie reviewed the following items on the consent agenda:

- Approval of July 19, 2018 Board meeting minutes.
- Consideration of Professional Services Agreement with KLJ for Hitchcock to Calgary shared use path.
- Request Board authorization to seek audit services.

Commissioner Munson moved approval of the consent agenda. 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.

Commissioner Munson moved to approve bills for payment with checks 398968 to 399632 and 194825 to 195274 along with bank drafts DFT0000315 to DFT0000329 and direct deposits 14708 to 15283. 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 on September 20, 2018 with public hearing on the proposed 2019 budget at 5:15 pm at the Tom Baker Meeting Room. The meeting was adjourned at 6:18 pm.