

MINUTES OF THE BOARD OF PARK COMMISSIONERS  
January 18, 2018

The Board of Park Commissioners held their regular meeting on January 18, 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 approval of the 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.

Susan Lundberg representing Sleepy Hollow Summer Theater appeared before the Board as the Featured Partners and Programs.

Paula Redmann, Community Relations Manager, presented the 2018 Activity Schedule bids. Commissioner Jeske moved to approve the low bid to United Printing (\$49,680.45 for printing, \$.011 sorting/binding per piece and \$.0156 postage per piece). 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.

Facilities and Programs Director Kevin Klipfel presented the maintenance equipment and golf car bids. The equipment bids were for the following pieces of equipment:

Two (2) Greens Mowers	One (1) Athletic Field Conditioner
One (1) Fairway Mower	One (1) Heavy Duty Utility Vehicle
One (1) Turf Mower	Two (2) Utility Vehicles

Commissioner Beattie moved to accept the low bid of \$217,500 from MTI for maintenance equipment as bid. Commissioner Schwartz 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 bid of \$66,248 from Yamaha Golf for the purchase of 26 electric golf cars. 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.

Commissioner Beattie moved to accept the bid of \$91,000 from Harlow's Bus Sales for the purchase of a people mover bus. 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.

David Mayer, Operations Director, requested permission to purchase three pickup utilizing the ND Procurement Office State Bid procedure for \$72,903. Commissioner Jeske moved to approve the purchase as requested. 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.

Michael Gunsch from Houston Engineering provided a summary of the Pebble Creek Trail Rehabilitation project bids. Commissioner Beattie moved to approve the base bid and alternate A submitted by GTI Companies, Inc. for a total of \$451,512.50. 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.

Commissioner Beattie moved to approve Attachment D – Scope Revision Amendment #1 to the original Houston Engineering Pebble Creek Trail Rehabilitation client services agreement for the addition of 2951 Arizona Drive to the project. 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.

Commissioner Schwartz moved to approve the following financial institutions as depositories for Bismarck Parks and Recreation District funds as recommended by Finance Director Kathy Feist:

- American Bank Center
- BNC National Bank
- Bremer Bank
- Choice Financial
- Dakota Community Bank and Trust
- First International Bank and Trust
- First Western Bank and Trust
- Security First Bank of North Dakota
- Starion Bank
- US Bank
- Wells Fargo Bank

Commissioner Beattie seconded the motion and the voting went as follows: Ayes: Commissioners Schwartz, Beattie and President Munson. Abstain: Commissioner Jeske. The motion carried.

Commissioner Jeske moved to approve the Resolution Confirming Assessments and Directing Certification and Levy for the 2016-01 Improvement District for Wachter Park. 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 Beattie moved to approve the Resolution Creating District 2018-01 and Directing Preparation of Engineer's Report. Commissioner Schwartz 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 Beattie moved to approve the Resolution Approving Engineer's Report and Directing Preparation of Detailed Plans and Specifications for Improvement District 2018-01. 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 reviewed the following items on the consent agenda:

- Approval of December 21, 2017 Board Meeting minutes.
- Consideration of a request to add EAPC as a Professional Consultant to the Park District's Approved Consultant List for the Sleepy Hollow Park stage project.
- Pledge of securities on deposits.
- Consideration of Companion Agreement for the Washington Street Shared Use Path.
- Capital Ice Complex Advertising Sign Agreement.
- Authorization to call for bids for renovation of Sleepy Hollow Park stage and hire EAPC for the project.

Commissioner Schwartz moved to approve the consent agenda 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.

Commissioner Beattie moved to approve bills for payment with checks 395757 to 396202 and 192627 to 192627 along with bank drafts DFT 0000209 to DFT0000221 and direct deposits 11521 to 11882. 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 Board will meet for a strategic planning session on January 23, 2018 at 4:00 pm at the Park District Administrative Office. The next regular Board meeting will be held on February 15, 2018 at 5:15 pm at the Tom Baker Meeting Room. The meeting was adjourned at 5:44 pm.