

MINUTES OF THE BOARD OF PARK COMMISSIONERS
May 20, 2021

The Board of Park Commissioners held their regular meeting on May 20, 2021 in the Tom Baker meeting room of the City/County Building. President Jeske called the meeting to order at 5:15 pm. Commissioners Gilbertson, Zimmerman, and Munson were present. Commissioner Jordan was absent.

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

Don Moseman and Kristen Wilson with the North Dakota Safety Council (NDSC) appeared before the Board to present the Park District with the NDSC Workplace Safety Merit Award.

Eric Lindstrom, Managing Director of Development for Ducks Unlimited, Inc., provided an update on the Clairmont Family Conservation Park, which will eventually be donated to the Park District. He also reviewed the Access and Standstill Agreement with Ducks Unlimited which provides the Park District the ability to begin master planning the park prior to the donation. Commissioner Munson moved to approve the agreement as presented. Commissioner Gilbertson seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Zimmerman, Munson, and President Jeske. The nays being none, the motion carried.

Sue Peterson reviewed the results of the community survey regarding the proposed indoor recreation complex. Commissioner Zimmerman moved to accept the community survey results. Commissioner Munson seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Zimmerman, Munson, and President Jeske. The nays being none, the motion carried.

Commissioner Munson moved that staff proceed with plans to provide the survey results to the public at an upcoming community meeting. Commissioner Gilbertson seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Zimmerman, Munson, and President Jeske. The nays being none, the motion carried.

Commissioner Munson expressed his desire to clarify the role the Park District has in meetings regarding the BNSF railroad bridge consulting party meetings. The Board has authorized staff to participate in the meetings, but only as a means to access information. This participation in no way makes the Park District a partner with the Friend of the Rail Bridge.

Travis Johnson from Houston Engineering reviewed the bids received for Hidden Star neighborhood park. Commissioner Gilbertson moved to reject the bids received and to re-bid the project in the future. Commissioner Munson seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Zimmerman, Munson, and President Jeske. The nays being none, the motion carried.

Jason Petryszyn from Swenson, Hagen and Company presented the bids received for the Promontory Point neighborhood park. Commissioner Munson moved to reject the bids received and re-bid the project in the future. Commissioner Gilbertson seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Zimmerman, Munson, and President Jeske. The nays being none, the motion carried.

Facilities and Programs Director Kevin Klipfel reviewed the bids received for the BSC Aquatic and Wellness Center flooring replacement project. Commissioner Munson moved to accept the low bid of \$32,970 from Hruby Flooring. Commissioner Zimmerman seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Zimmerman, Munson, and President Jeske. The nays being none, the motion carried.

Commissioner Gilbertson moved to accept the low bid of \$2,000 per month and the agreement submitted by Toptracer Range for the golf ball flight tracking system to be installed at Fore Seasons Center. Commissioner Munson seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Zimmerman, Munson, and President Jeske. The nays being none, the motion carried.

Finance Director Kathy Feist reviewed proposed changes to the Accounting Manual. Commissioner Munson moved to approve the changes. Commissioner Zimmerman seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Zimmerman, Munson, and President Jeske. The nays being none, the motion carried.

Commissioner Munson moved to approve the 2022 budget development timeline as presented. Commissioner Gilbertson seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Zimmerman, Munson, and President Jeske. The nays being none, the motion carried.

President Jeske reviewed the following items on the consent agenda:

- Consideration of the April 15, 2021 Board meeting minutes.
- Request Board authorization to apply for the following RTP grants:
 - The first proposed project is an update to the maps on all trailhead signs throughout the Park District system as well as the installation of new signs where needed for recently installed trails or where the signs are no longer in good condition.
 - The second project is a trail rehabilitation of the Hay Creek Trail from Century to 19th Street.
- Request Board authorization to call for bids for various projects and replacement of the playground near Sertoma Park shelter #11.
- Consideration to accept Transportation Alternatives grant funds for Ash Coulee and Tyler Parkway Trail Project which would be a 2024 project.
- Consideration of change order for 2021 Improvement District projects – unit 1: Sertoma Park parking lot sealing.

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

President Jeske reviewed the letter provided by Executive Director Bina, informing the Board of his intention to retire effective October 1, 2021. Commissioner Gilbertson moved to accept his retirement. Commissioner Munson seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Zimmerman, Munson, and President Jeske. The nays being none, the motion carried.

Commissioner Gilbertson moved to approve the bills for payment with checks 407119 to 407145 and 204787 to 205020 along with bank drafts DFT000946 to DFT000969, EFTs 1292 to 1337 and direct deposits 37429 to 38556. Commissioner Munson seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Zimmerman, Munson and President Jeske. The nays being none, the motion carried.

Commissioner Gilbertson moved to approve the Real Estate Purchase Agreement for \$892,000 with St. Mary's Church for 6.82 acres of land that the Park District has been leasing since 1928. This item was discussed in executive session at the April Board meeting, and the purchase agreement is within the parameters set by the Board. Commissioner Munson seconded the agreement, and the voting went as follows: Ayes: Commissioners Gilbertson, Zimmerman, Munson and President Jeske. The nays being none, the motion carried.

The next regular Board meeting will be held June 17, 2021 at 5:15 pm in the Tom Baker Meeting Room. The meeting was adjourned at 6:52 pm.