

MINUTES OF THE BOARD OF PARK COMMISSIONERS  
September 16, 2021

The Board of Park Commissioners held their regular meeting on September 16, 2021 in the Tom Baker meeting room of the City/County Building. Vice President Munson called the meeting to order at 5:15 pm. Commissioners Gilbertson, Jordan, and Zimmerman were present. President Jeske was present via phone.

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

Finance Director Kathy Feist provided an overview of the proposed 2022 operating budget. Vice President Munson opened the public hearing on the 2022 budget. He asked three times for anyone opposed or concerned with the budget to appear before the Board. He then asked three times for anyone in favor of the budget to appear before the Board. Hearing no comments, Vice President Munson closed the public hearing.

Commissioner Gilbertson moved to approve the second reading of the budget resolution and mill levy. Commissioner Jordan seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Jordan, Zimmerman, Munson, and President Jeske. The nays being none, the motion carried.

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

Beth Demke with Gateway to Science appeared before the Board as the featured partner and program.

Travis Johnson with Houston Engineering reviewed the bids received for the development of Hidden Star Neighborhood Park. Commissioner Zimmerman moved to accept the apparent low bid of \$603,154 from Earthwork Services. Commissioner Gilbertson seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Jordan, Zimmerman, Munson, and President Jeske. The nays being none, the motion carried.

Commissioner Jordan moved to approve a change order, conditional upon the approval of the contractor, which would reduce the cost of the construction by \$114,327, and the revised contract award would be lowered to \$488,827. President Jeske seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Jordan, Zimmerman, Munson, and President Jeske. The nays being none, the motion carried.

Jason Petryszyn with Swenson Hagen reviewed the bids received for the Promontory Point Neighborhood Park project. Commissioner Gilbertson moved to accept the apparent low bid of \$455,693.25 from Northwest Contracting, Inc. Commissioner Jordan seconded the motion, and

the voting went as follows: Ayes: Commissioners Gilbertson, Jordan, Zimmerman, Munson, and President Jeske. The nays being none, the motion carried.

President Jeske moved approval of the change order to reduce the cost of the Promontory Park Neighborhood Park project to \$384,538.25. Commissioner Gilbertson seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Jordan, and President Jeske. Nays: Commissioners Zimmerman and Munson. The motion carried.

Jason Petryszyn from Swenson Hagen reviewed information with the Board about the Boden Addition that includes the option for a neighborhood park. This park could potentially replace the Boulder Ridge neighborhood park which hasn't been developed yet. Commissioner Gilbertson moved to direct staff to receive input from neighbors in the Boden Addition regarding the potential park as well as discuss options regarding both the Boulder Ridge neighborhood park and the option for one in the Boden Addition. Commissioner Jordan seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Jordan, Zimmerman, Munson, and President Jeske. The nays being none, the motion carried.

Executive Director Bina provided information about a potential partnership with the Bismarck Public School District and others to expand multi-use facilities/ice opportunities. Jeff Ubl with Ubl Design reviewed a draft concept for a potential renovation/expansion opportunity at the VFW Sports Center. The Board directed staff to schedule a special meeting, prior to the October meeting, to consider approving a consultant for the project.

Commissioner Gilbertson moved that staff begin the consultant selection process to select a consultant to develop a final design/cost estimates and discovery phase with Bismarck Public Schools and others for the potential renovation/expansion opportunity at the VFW Sports Center. Commissioner Jordan seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Jordan, Zimmerman, Munson, and President Jeske. The nays being none, the motion carried.

The ND Recreation and Park Association held its annual awards banquet on September 14, 2021. Vice President Munson recognized the following local award recipients:

- The Cottonwood Park expansion received the Golden Egg Award, which recognizes outstanding and innovative park projects in North Dakota.
- Dr. Steve Chuppe, co-chair of Bismarck Recreation Council capital campaigns for the Bismarck Municipal Ballpark and Cottonwood Park Expansion, received the Citizen Advocacy Award.
- Mike Wald, facilities manager for ice arenas and outdoor pools, received the Distinguished Professional Award.
- Two former Bismarck Parks and Recreation District employees were inducted into the NDRPA Hall of Fame, the association's highest honor – Tim Kuntz and Dennis Nybo.

Community Relations Manager Dana Schaar Jahner provided the Board with information about the Bismarck Recreation Council and its endowment fund that was started in 2019. She then showed the Board a video about the endowment fund that has been developed to raise awareness.

Vice President Munson reviewed the following items on the consent agenda:

- Review and approval of August 19 and September 7, 2021 Board meeting minutes.
- Board authorization to apply for Land and Water Fund Conservation and Transportation Alternative grants for the following projects:
  - Land and Water Fund Conservation Grants: One would be to create a new neighborhood park and trailhead at what is now called Hay Creek Park, off 26th Street and the second proposed project would be for two playgrounds - the first would be a replacement playground at Sam McQuade Softball Complex and the second playground is a new play area at the Joann Hetzel Memorial 4-H Building at the Missouri Valley Complex.
  - Transportation Alternative Grants: The first proposed project is an extension of the South Washington Trail from South Meadows Park to General Sibley Park and Campground and the second proposed project is a trail rehabilitation project of a portion of the Hay Creek Trail from Lilac to the 26th Street staircase.
- Consideration of Agreements
  - Amendment to Commercial Lease regarding the Joann Hetzel Memorial 4-H Building
  - Updated lease agreement with Dakota Zoo
  - Bismarck Sports Group (BSG) video board signage addendum
  - Eagles Park Lease with Bismarck Fraternal Order of Eagles Aerie No. 2237
- Request Board authorization to call for bids for 2022 equipment purchases.

Commissioner Gilbertson moved to approve the consent agenda with the except of the item regarding the grant applications. Commissioner Jordan seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Jordan, Zimmerman, Munson, and President Jeske. The nays being none, the motion carried.

After receiving additional information, Commissioner Zimmerman moved approval for staff to apply for Land and Water Conservation Fund and Transportation Alternative grants. Commissioner Gilbertson seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Jordan, Zimmerman, Munson, and President Jeske. The nays being none, the motion carried.

Commissioner Gilbertson moved to appoint Kevin Klipfel as Clerk of the Park District, effective October 2, 2021. Commissioner Jeske seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Jordan, Zimmerman, Munson, and President Jeske. The nays being none, the motion carried. Legal Counsel Connie Hofland administered the oath of office.

Commissioner Zimmerman moved to approve bills for payment with checks 407293 to 407301 and 206290 to 206626 along with bank drafts DFT001005 to DFT001011, EFTs 1483 to 1524 and direct deposits 41754 to 42857. 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.

Vice President Munson recognized retiring Executive Director Randy Bina by reading the following:

Whereas, **Randy Bina**, in his capacity as the Executive Director of the Bismarck Parks and Recreation District since 2011, has served the residents and visitors of the City of Bismarck in a most exceptional, professional, and collaborative manner; and

Whereas, he has provided leadership and inspiration that has greatly assisted in providing high quality park, program, facility, and event experiences that are affordable, accessible, and sustainable; and

Whereas, Randy Bina has given freely and graciously of his time and many talents to the Park District of the City of Bismarck for these many years, greatly contributing to a better, more active community; and

Whereas, it is fitting and proper that such dedication, loyalty, and public service be recognized, publicly proclaimed, historically noted, 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 16th day of September 2021, that the Board of Park Commissioners and staff of the Bismarck Parks and Recreation District extend to Randy Bina sincere thanks and grateful appreciation for his outstanding leadership and distinguished service.

The next regular Board meeting will be held on October 21, 2021 at 5:15 pm in the Tom Baker Meeting Room. The meeting was adjourned at 7:22 pm.