

MINUTES OF THE BOARD OF PARK COMMISSIONERS  
December 18, 2014

The Board of Park Commissioners held their regular meeting on December 18, 2014 in the Bismarck Parks and Recreation District Conference Room. President Jeske called the meeting to order at 5:15 pm. Commissioners Schwartz, Beattie and Munson were present. Commissioner Starck was absent.

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

Kevin Dykema from the Bismarck Sertoma Club appeared before the Board as the Featured Partner and Program. Walt Stack, representing the USA Amateur Softball Association, presented the Park Board with the James Farrell ASA Award of Excellence for hosting the Girls B 16-Under Northern National Championship in 2014.

Chad Moldenhauer appeared before the Board to discuss the development of Heritage Ridge and Heritage Park, utilizing the Neighborhood Park and Open Space Ordinance. Commissioner Beattie moved approval for the Park District to proceed with formulating a park development agreement as outlined. Commissioner Munson seconded the motion and the voting went as follows: Ayes: Commissioners Schwartz, Beattie, Munson and President Jeske. The nays being none, the motion carried.

Ben Zeltinger from JLG Architects provided the Board with an update on the Lion's Park Hillside Pool construction project. Kathy Feist, Finance Director, provided a review of the funding sources for the project. She requested approval to transfer General Fund reserves to the Park Improvement Fund in the amount of \$1,000,000 so that it would be reflected in the 2014 financial statement. Commissioner Munson moved approval of the transfer as requested. Commissioner Beattie seconded the motion and the voting went as follows: Ayes: Commissioners Schwartz, Beattie, Munson and President Jeske. The nays being none, the motion carried.

Executive Director Bina reviewed two documents related to the Neighborhood Park and Open Space Ordinance. These documents will aid in the implementation process of the ordinance. Commissioner Schwartz moved to approve the Joint Powers Agreement which defines the responsibility of the city of Bismarck and the Park District to implement the Neighborhood Park and Open Space Policy with one change made to page two, revising the number of committee members from three to four. With Board approval, the document would be forwarded to the City Commission for their review and approval. Commissioner Munson seconded the motion and the voting went as follows: Ayes: Commissioners Schwartz, Beattie, Munson and President Jeske. The nays being none, the motion carried.

The Basis of Special Assessment Policy was also reviewed. Commissioner Beattie moved approval of the policy as presented. Commissioner Schwartz seconded the motion and the

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

The proposed park development agreement for Reuter's Addition was reviewed. This agreement, if approved, would allow the Park District to secure park land in this development. Commissioner Munson moved approval of the documents provided for the Reuter's Addition. Commissioner Beattie seconded the motion and the voting went as follows: Ayes: Commissioners Schwartz, Beattie, Munson and President Jeske. The nays being none, the motion carried.

Kevin Klipfel, Facilities and Programs Director, reviewed the bid received to operate the Municipal County Club food operation. Commissioner Beattie moved to accept the bid submitted by Janice Martin of Lady J's Catering as well as the operating agreement. Commissioner Munson seconded the motion and the voting went as follows: Ayes: Commissioners Schwartz, Beattie, Munson and President Jeske. The nays being none, the motion carried.

The following items on the consent agenda were reviewed:

- Review and approval of the November 20, 2014 Board meeting minutes.
- Consideration and approval of the revised route for the Edgewood Shared Use Path.
- Request authorization to purchase two pickups utilizing the State of North Dakota Procurement Office state bid procedure. This is a re-authorization request as the pickups approved at the November Board meeting are no longer available.
- Consideration of 2016-2018 Strategic planning process.

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

President Jeske stated that each political subdivision has been asked to appoint one representative and one alternate to the Political Subdivision Committee. Commissioner Beattie moved that President Jeske serve as the representative and Commissioner Munson serve as the alternate. Commissioner Schwartz seconded the motion and the voting went as follows: Ayes: Commissioners Schwartz, Beattie, Munson and President Jeske. The nays being none, the motion carried.

President Jeske summarized the process the commissioners used during the annual Executive Director review. Commissioner Munson moved to accept the review as presented. Commissioner Beattie seconded the motion and the voting went as follows: Ayes: Commissioners Schwartz, Beattie, Munson and President Jeske. The nays being none, the motion carried.

Commissioner Munson moved approval of a 5% merit increase for Executive Director Bina. Commissioner Beattie seconded the motion and the voting went as follows: Ayes: Commissioners Schwartz, Beattie, Munson and President Jeske. The nays being none, the motion carried.

Commissioner Munson moved approval of bills for payment with checks 181075 to 181296 and 363271 to 363988. Commissioner Beattie seconded the motion and the voting went as follows:  
Ayes: Commissioners Schwartz, Beattie, Munson and President Jeske. The nays being none, the motion carried.

The next Board meeting is scheduled for Thursday, January 15, 2015 at 5:15 pm at the Tom Baker Meeting Room. The meeting was adjourned at 6:25 pm.