

MINUTES OF THE BOARD OF PARK COMMISSIONERS
March 20, 2025

The Board of Park Commissioners held their regular meeting on March 20, 2025 in the Tom Baker meeting room of the City/County Building. President Zimmerman called the meeting to order at 5:15 pm. Commissioners Gilbertson, Herzog, Jeske, and Redmann were present. The pledge of allegiance was said.

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

Recreation Specialist Brandon Wilkens appeared before the Board and provided information on the ND State Amateur Basketball Tournament to be held in Bismarck.

Operations Director David Mayer reviewed the bids received for a variety of concrete projects. Commissioner Gilbertson moved to accept the following apparent low bids:

- General Sibley Park & Campground – Paramount Builders Inc. - \$33,603.00
- Haaland Field in Cottonwood Park – Paramount Builders, Inc. - \$27,517.00
- Sleepy Hollow Park Shelter – Paramount Builders, Inc. - \$35,860.00
- Wildwoods Horseshoe Complex in Sertoma Park – Brandoz Concrete Inc. - \$10,881.00

Commissioner Redmann seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Herzog, Jeske, Redmann, and President Zimmerman. The nays being none, the motion carried.

Finance Director Kathy Feist reviewed the following 2026 budget development schedule:

- March 21 – Budget packets distributed to managers and directors requesting detailed budget requests with information from managers due to directors on April 16. Directors review requests and submit budget information to Finance by May 7.
- May 12-23 – Budget meetings with the directors and assigned staff.
- June 19 – The proposed 2026 work plan and budget binders distributed to the Park Board Commissioners.
- June 23-July 3 - Budget meetings with commissioners, directors, and executive director.
- July 17 – Introduction of 2026 preliminary budget.
- August 10 – Preliminary budget provided to Burleigh County Auditor for estimated tax statements to be mailed prior to August 31.
- September 11– Public hearing on 2026 budget, adopt final budget, and determine annual tax levy.
- October 10 – Levy certification and final budget to County Auditor.

The Board held a discussion about supporting HB 1020, ND Department of Water Resources Budget, which includes a section for funds allocated for the South Bismarck flood control project. Commissioner Gilbertson moved that Executive Director Klipfel develops a letter for President Zimmerman to sign stating that the Park Board supports the city's efforts to secure funding in section 17 of House Bill 1020 for the South Bismarck flood control project. Commissioner Redmann seconded the motion, and the voting went as follows: Ayes:

Commissioners Gilbertson, Herzog, Jeske, Redmann, and President Zimmerman. The nays being none, the motion carried.

Commissioner Jeske moved to approve the following consent agenda, minus one items regarding Board approval to submit grants:

- Consideration of February 20 and 24, 2025 Board meeting minutes.
- Consideration of agreements
 - Burleigh County Companion Agreement for the South Washington trail project
 - BSC Aquatic and Wellness Center Operating Agreement with Bismarck State College
- Reject Van Diest Supply bid to provide 28-3-10 fertilizer as they are no longer able to supply it and award the bid to the next low bid that met all specifications to Superior Tech Products for \$3,840.
- Request authorization to add SRF to the approved list of engineering, architect and planning services.
- Consideration of consultant agreement with Apex Engineering Group for the General Sibley electrical project and request to call for bids.
- Request to dispose of obsolete items (two pick up boxes, one service box and infield tarp and tarp sleeve).

Commissioner Gilbertson seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Herzog, Jeske, Redmann, and President Zimmerman. The nays being none, the motion carried.

After discussion on the item regarding applying for various grants, Commissioner Gilbertson moved approval to apply for the following grants - America the Beautiful Forestry grant, Outdoor Recreation Legacy Partnership Program and the Recreation Trail Project grant. Commissioner Redmann seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Herzog, Jeske, Redmann, and President Zimmerman. The nays being none, the motion carried.

Commissioner Gilbertson moved to approve bills for payment with checks 408212 to 408216 and 218119 to 218322 along with bank drafts DFT001528 to DFT001538, EFTs 3276 to 3315 and direct deposits 84165 to 85111. Commissioner Redmann seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Herzog, Jeske, Redmann, and President Zimmerman. The nays being none, the motion carried.

The next regular Board meeting will be held April 17, 2025 at 5:15 pm in the Tom Baker Meeting Room. The meeting was adjourned at 5:53 pm.