


March 13, 2020

TO: Commissioners Gilbertson, Jeske, Munson, Zimmerman and President Beattie

FROM: Randy Bina, Executive Director 

SUBJECT: March 19, 2020 Board Meeting Packet and Overview

Commissioners:

Enclosed you will find the packet of information and overview for the Park Board meeting on March 19, 2020 at 5:15 pm at the Tom Baker Meeting room. The agenda is as follows:

- Item 1.** Call Meeting to Order and Roll Call
- Item 2.** Approval of Agenda
- Item 3.** Featured Partners and Programs – PARC 365  
Laura Pitcher and Heather Davis from People Advocating for a Recreation Complex 365 will address the Board.
- Item 4.** Consideration of Bids – There are several bids for Board consideration. A memo with a summary of bids received and recommendations is included with your packet. The bids that are recommended for approval are within the Park District's budget. The presenters are listed as follows:
- Schaumberg Lighting – John Klein with Apex Engineering Group
  - Riverwood Cart Paths – Mike Berg with Apex Engineering Group. The Park District's 2020 budget includes \$375,000 for construction costs for this project. Therefore, we concur with the recommendation to re-bid the project.
  - Equipment and Irrigation Controls – Facilities and Programs Director Kevin Klipfel
  - VFW Rink #2/Curling Rink Painting – Jeff Feist with Ritterbush-Ellig-Hulsing
  - VFW Lower Lobby Renovation – Jeff Ubl with Ubl Design Group will present the bids. Please note that the Capital Curling Club will provide \$139,350.50 to fund 50% of the base bid, carpet and consulting fee for this project.
  - Elk Ridge Neighborhood Park – Brad Krogstad, KLJ
  - Banquet Operation at Municipal Country Club – Randy Bina, Executive Director. Staff also requests Board approval of the proposed agreement for this operation.

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**Item 5.**

Consent Agenda

A variety of items have been placed in a consent agenda. A consent agenda can be approved with one motion or an item or items can be removed for additional discussion and separate action. Staff recommends approval of the following items:

- Review and Approval of February 20, 2020 Board Meeting Minutes – The minutes are included for your review and approval.
- Request to Dispose of Obsolete Equipment – Please see the memo provided by Operations Director David Mayer.
- Request Authorization to Submit America the Beautiful Forestry Grant Application and Garrison Conservancy District Grant Application (CDBG) and Community Development Block Grant Application – Operations Director David Mayer has provided a memo for each proposed grant application.

**Item 6.**

Approval of Bills

Individuals or organizations who wish to appear before the Board on an existing agenda item will also make the request in writing or emailed, delivered to the Bismarck Parks and Recreation District office by 12:00 noon, 2 days prior to the regular monthly meeting of the Board of Park Commissioners.

Next Regular Board Meeting: April 16, 2020 at 5:15 pm in the Tom Baker Meeting Room

March 17, 2020

TO: Commissioners Gilbertson, Jeske, Munson, Zimmerman and President Beattie

FROM: Randy Bina, Executive Director 

SUBJECT: March 19, 2020 Board Meeting Agenda Addendum

Commissioners:

We have an addendum for the Park Board meeting on March 19, 2020 at 5:15 pm at the Tom Baker Meeting room. Renae Moch, Director of Bismarck Burleigh Public Health, will address the Board regarding COVID-19.

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