

Let's Play!

December 15, 2023

TO: Commissioners Jeske, Jordan, Odell, Zimmerman, and President Gilbertson

FROM: Kevin Klipfel, Executive Director 

SUBJECT: December 21, 2023 Park Board Meeting Packet and Overview

Commissioners:

Attached you will find the packet of information and overview for the Park Board meeting on December 21, 2023 at 5:15 pm at the Tom Baker Meeting Room.

Item 1. Call Meeting to Order and Roll Call

Item 2. Pledge of Allegiance

Item 3. Approve Agenda

Item 4. Featured Partners and Programs

- Dakota Zoo – Terry Lincoln will appear before the Board.
- Bismarck Larks – John Bollinger will appear before the Board.

Item 5. James Farrell Award Presentation

Mike Wolf will be present James Farrell Award of Excellence to the Park District for hosting the 2023 USA Softball Men's Northern Class E/Rec Tournament. Tournament manager Ethan Eberle will be in attendance to accept the award.

Item 6. VFW Sports Center Update

Jeff Ubl from Ubl Design Group and Darrin Will from Northwest Contracting will provide an update on this project.

Item 7. Disposition of Bids

- NDDOT Notice of Bids for Ash Coulee to Cogburn Road Trail Project – Brad Krogstad from KLJ will review the bids provided in your Board packet.
- Sheila Schafer Junior Links Project – Brad Krogstad from KLJ will provide a review of the bids received.
- General Sibley Park Drain Field Project – Susan Hazelett from Apex Engineering Group will review the bids received for this project.
- Sertoma Sanitary Sewer Connection Project – The bids received for this project will be reviewed by Susan Hazelett from Apex Engineering Group.
- Lighting Project at Park District Office and Park Shop Cold Storage Building – John Klein with Apex Engineering Group will review the bids received.

A nationally accredited park and recreation agency.

Our Vision

Be the leader and premier provider of public parks, programs, facilities and leisure services.

Our Mission

Work with the community to provide residents and visitors the highest quality park, program, facility and event experience.

Core Purpose

Provide affordable, accessible, and sustainable public park and recreation services.

Our Values

Accountability	Diversity
Collaboration	Integrity
Community	Professionalism

- 2024 Fertilizer Purchase – Facilities and Programs Director Mike Wald will review the information that is found in your Board packet.
- 2024 Equipment and Golf Cart Bids – Facilities and Programs Director Mike Wald will review the bids received.
- Snow Groomers – This information will be reviewed by Facilities and Programs Director Mike Wald as will the next item.
- Consideration to Reject Bid for a 16' Mower and Accept Next Lowest Bid – Please see the memo in the Board packet.

Item 8. Update of Park District Ordinances – Second Reading
Legal Counsel John Ward will provide the second reading of the proposed changes to the Park District ordinances. Requested Board action is to approve the second reading of the updated ordinances. If this motion carries, the ordinances will be printed in The Bismarck Tribune on December 28, 2023 and will become final three days after publication (December 31, 2023).

Item 9. Consideration of Year End Transfers
Finance Director Kathy Feist will review the information provided in the Board packet.

Item 10. 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:

- Consideration of November 16, 2023 Board Meeting Minutes – The minutes are included for your consideration.
- Request Board Authorization to Call for the Following Bids:
 - Pipe Bursting Project with City of Bismarck – A memo has been provided in the Board packet.
 - Concession Operation at Scheels Complex – Facilities and Programs Director Mike Wald has provided a memo with information.
- Request Board Approval to Dispose of Obsolete Equipment – Please see the memo in your packet.
- Consideration of Bismarck Gymnastics Use Agreement – Related information and the proposed agreement are found in the Board packet.
- BSC Aquatic and Wellness Center Pool Deck Consultant Selection and Authorization to Call for Bids – Please see the related documents provided by Finance Director Kathy Feist.

Item 11. Executive Director Annual Review
President Gilbertson will provide comments regarding the review process.

Item 12. 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: January 18, 2024 at 5:15 pm in the Tom Baker Meeting Room