

**PARK & RECREATION SPECIAL BOARD MEETING
ARCC – ART ROOM 3
February 6, 2019 – 12:00 NOON**

Vice President Josh Rife called the meeting to order at 12:01 p.m.

Members Present: Sara Christensen Blair, Doug Farrand, Josh Rife and David Sandvig.

Also, in attendance was Lynn Lander, City Manager and Dave Bunsness, City Councilman.

Meeting Minutes: David Sandvig made a motion to accept the minutes. Motion seconded by Sara Christensen Blair. All present voting aye. Motion carried.

Financial Statements: January 2019 financial statements were reviewed.

Bills: Bills received in the past month and merchant card processing fees for next month were reviewed. Such audited bills and fees for services, supplies, repairs, and maintenance for the Park, Recreation and Forestry Department will be included in the department bills approved hereafter by the City Council and set forth in the minutes of the City Council.

David Sandvig made a motion to approve payment of all bills presented, to approve merchant card processing fees for next month, and to authorize the President and Secretary to issue a requisition for a warrant upon the Finance Officer to spend Park and Recreation monies for payment of such bills and fees. Motion seconded by Doug Farrand. All present voting aye. Motion carried.

Order of Business:

Consider Agreement with Aberdeen Chamber of Commerce for use of space to place bike parking racks in designated locations along the trails for a bike sharing program. Lisa Anderson from the Aberdeen Chamber presented information to the board on the proposed bike sharing program and the need for the designated locations along the trails to place the bike racks. David Sandvig made a motion to approve the agreement with the Aberdeen Chamber of Commerce for the bike sharing program contingent on finding the designated spaces to place the rack units. The motion was seconded by Sara Christensen Blair. All present voting aye. Motion carried.

Consider an amendment to the agreement with the Hub City Hotshots. Doug Johnson presented information to the board on the proposed amendment. David Sandvig made a motion to approve the amendment to the agreement with the Hub City Hotshots. The motion was seconded by Doug Farrand. All present voting aye. Motion carried.

Consider revisions to the Vegetation ordinance, Chapter 56 of the Aberdeen City Code. Doug Johnson presented information to the board on the proposed revisions to the vegetation ordinance. Doug Farrand made a motion to recommend approval of the proposed revision to the Vegetation Ordinance, Chapter 56 of the Aberdeen City Code. The motion was seconded by Sara Christensen Blair. All present voting aye. Motion carried.

Consider bids received for 11' Rotary Mower, 72" Rotary Mower and Reel Mower. Doug Johnson presented information on the bids that were received for the mowers. He recommended to accept the bid from MTI for Schedules A, B, and C, and to reject the trade in for the 2008 Toro Mower under schedule C. Doug Farrand made a motion to accept the bid received from MTI for the purchase of the Rotary and Reel Mowers in schedules A, B & C and to reject the trade in of the 2008 Toro Mower in schedule C. The motion was seconded by Sara Christensen Blair. All present voting aye. Motion carried. A copy of all bids received are on file in the Parks and Recreation Office.

Declare the following equipment surplus property: 2010 11" Toro Rotary Mower Serial No. 310000151, 2003 Toro 72" Rotary Mower Serial No. 230000109, 2005 Jacobsen Greens King IV Mower Serial No. 2992. David Sandvig made a motion to declare said items as surplus. The motion was seconded by Doug Farrand. All present voting aye. Motion carried.

Consider bids received for the Storybook Land sidewalk trail repair and the Kuhnert Arboretum trail. Doug Johnson presented information on the bids received for the Storybook Land sidewalk and Trail repair projects. He recommended accepting the bids received from CWF Masonry & Construction, Inc. for the base bid in the amount of \$61,497.60 for sidewalk replacement at Storybook Land and the alternate schedule A totaling \$67,975 for trail repair in various locations. Sara Christensen Blair made a motion to accept the bid from CWF Masonry & Construction, Inc. for the base bid and alternate schedule A for the Storybook Land sidewalk and trail repairs. The motion was seconded by David Sandvig. All present voting aye. Motion carried.

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Doug Johnson presented information on the bids received for the Kuhnert Arboretum trail project, he recommended accepting the bids from Wright & Sudlow for the base bid in the amount of \$80,602.50 and bid schedule 1 for \$13,186.50, and rejecting bid schedule 2. Doug Farrand made a motion to accept the base bid and schedule 1 from Wright & Sudlow totaling \$93,789. The motion was seconded by David Sandvig. All present voting aye. Motion carried. A copy of all bids received are on file in the Parks and Recreation Office.

Request authorization to advertise for bids for playground equipment for Storybook Land and for a Grand Piano for the ARCC. Doug Johnson and David Eckert presented information to the board on the proposed bids. David Sandvig made a motion to authorize for bids for the playground equipment and the grand piano. The motion was seconded by Sara Christensen Blair. All present voting aye. Motion carried.

Discuss the update of the Wylie Park Master Plan. Doug Johnson presented information to the board on the updating of the Wylie Park master plan. The current draft will be made available on the website and an online survey will be available on the website so the public can give their feedback. A stakeholders meeting and an open house will be held on March 14, 2019 to solicit additional feedback from the public. Sara Christensen Blair made a motion to approve the planning process and meeting date of the stakeholders meeting on March 14, 2019. The motion was seconded by Doug Farrand. All present voting aye. Motion carried.

Adjournment: With no further business, David Sandvig made a motion to adjourn the meeting. Motion was seconded by Sara Christensen Blair. All present voting aye. Motion carried. Meeting adjourned.

Submitted by:

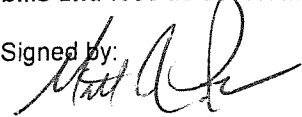


Doug Farrand, Secretary



Wende Holzmann, Office Manager

Requisition for warrant upon the Finance Officer, pursuant to Aberdeen City Code, Sec. 36-29, for payment of bills and fees as set forth in the above Minutes:

Signed by: 

Matt Prehn, President

3/6/19

Date

Countersigned by: 

Doug Farrand, Secretary

3/6/2019

Date