

**PARK & RECREATION BOARD MEETING
ARCC-EAGLES NEST
March 6, 2019 – 12:00 NOON**

President Matt Prehn called the meeting to order at 12:00 p.m.

Members Present: Doug Farrand, Nick Gehrts, Matt Prehn and Josh Rife.

Meeting Minutes: Josh Rife made a motion to accept the minutes. Motion seconded by Nick Gehrts. All present voting aye. Motion carried.

Financial Statements: February 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.

Josh Rife 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 Nick Gehrts. All present voting aye. Motion carried.

Order of Business:

Update on Recreation Trail Master Plan: Wendy Van Duyne from Stantec Consulting presented information to the board updating them on the progress of the Recreation Trail Master plan.

Consider Bids for a Grand Piano, Playground Equipment and Fertilizer, Chemicals and Grass Seed:

David Eckert informed the board on the bids that were received. He recommended to accept the bid from Engle Music. Nick Gehrts made a motion to accept the bid from Engel Music for \$30,000.00. The motion was seconded by Doug Farrand. All present voting aye. Motion carried.

Doug Johnson and Mark Hoven informed the board on the bids received for the playground equipment. Doug Johnson recommended accepting the Schedule A bid from My Turn Play Systems and on Schedule B accepting bids on items 2 and 5 from Cunningham Recreation, items 8, 9, 10 accepting bids from Sterling West, item 11 bid from Crouch Recreation, item 13 from Dakota Playground, and rejecting all bids on items 1, 3, 4, 6, 7 and 12. Doug Farrand made a motion to accept the Schedule A and Schedule B bids as highlighted on the bid tab. The motion was seconded by Josh Rife. All present voting aye. Motion carried.

Mark Hoven presented information on the bids received for the annual fertilizer, chemical and grass seed order. This bid will be awarded on a line item basis. Nick Gehrts made a motion to accept the low bids for the fertilizer, chemicals and grass seed. The motion was seconded by Doug Farrand. All present voting aye. Motion carried.

A copy of all bids received are on file in the Parks and Recreation office.


Request authorization to apply for a Recreation Trails Program grant for trail development at Baird Park: Doug Johnson requested authorization to apply for a Recreation Trail grant for trail development in Baird Park. Doug Farrand made a motion to authorize applying for the Recreation Trail Grant. The motion was seconded by Nick Gehrts. All present voting aye. Motion carried.

Adjournment: With no further business, Doug Farrand made a motion to adjourn the meeting. Motion was seconded by Nick Gehrts. All present voting aye. Motion carried. Meeting adjourned.

Submitted by:




Doug Farrand, Secretary



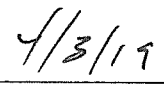
Wende Holzmann, Office Manager

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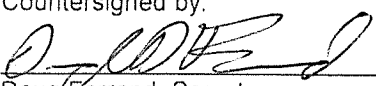
Requisition for warrant upon the Finance Officer, pursuant to Aberdeen City Code, Sec. 36-29, for payment of bills and fees as set forth in the above Minutes:

Signed by: 

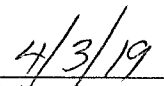
Matt Prehn, President



Date

Countersigned by:


Doug Farrand, Secretary



Date