

**PARK & RECREATION SPECIAL BOARD MEETING
ARCC – ALUMNI ROOM
JUNE 5, 2019 – 12:00 NOON**

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

Members Present: Sara Christianson Blair, Doug Farrand, Matt Prehn, Josh Rife and David Sandvig.

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

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

Financial Statements: May financials 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.

Sara Christensen Blair 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 Josh Rife. All present voting aye. Motion carried.

Order of Business:

Request authorization to advertise for bids for irrigation materials for the Kuhnert Arboretum. Doug Johnson presented information to the board requesting authorization to advertise for bids for irrigation materials for Kuhnert Arboretum. Discussion was held. David Sandvig made a motion to grant authorization to advertise for irrigation materials for Kuhnert Arboretum. The motion was seconded by Doug Farrand. All present voting aye. Motion carried.

Consider 2020 Parks, Recreation & Forestry Department Budget: Supervisors from each division presented information to the board on their budget requests for the 2020 budget year. Discussion was held. Doug Farrand made a motion to approve the 2020 Parks, Recreation & Forestry Department Budget. The motion was seconded by David Sandvig. All present voting aye. Motion carried.

Change order request #1 for Kuhnert Arboretum trail. Doug Johnson presented information to the board on the change order request for the Kuhnert Arboretum trail. David Sandvig made a motion to approve change order #1 in the amount of \$2,022.80. The motion was seconded by Doug Farrand. All present voting aye. Motion carried.

Other: President Matt Prehn informed the board that Sara Christenson Blair has resigned from the board as she has accepted a new position outside of the Aberdeen area. A plaque was presented to Sara thanking her for her years of service on the Aberdeen Parks, Recreation & Forestry Department board.

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

Submitted by:



Doug Farrand, Secretary



Wendé Holzmann, Office Manager

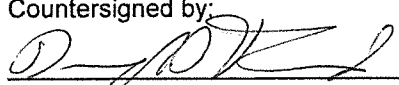
**PARK & RECREATION SPECIAL BOARD MEETING
ARCC – ALUMNI ROOM
JUNE 5, 2019 – 12:00 NOON**

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

7/3/19
Date

Countersigned by: 

Jerry Mills, Secretary

7/3/19
Date

