

**PARK & RECREATION BOARD MEETING
ARCC – Eagles Nest
April 8 – 12:00 NOON**

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

Members Present: Nick Gehrts, Doug Farrand, Matt Prehn, and David Sandvig. Bethany Russell joined via Zoom.

Also present was Lynn Lander, City Manager.

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

Financial Statements: Financials for March 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.

Doug Farrand 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:

Consider bids for Smokey the Bear Plaza renovation in Storybook Land. Mark Hoven informed the board of the bids received on the project, recommending accepting the bid from CWF Masonry for \$157,000. David Sandvig made a motion to accept the bid from CWF Masonry. The motion was seconded by Doug Farrand. All present voting aye. Motion carried. All bids received are on file in the Parks & Recreation Office.

Request authorization to apply for a Recreation Trails Program (RTP) grant for trail development at the new softball complex. Mark Hoven presented information to the board on the RTP grant. Doug Farrand made a motion to authorize the department to apply for the Recreation Trails Program Grant. The motion was seconded by Nick Gehrts. All present voting aye. Motion carried.

Request authorization to advertise for bids for playground equipment for Wylie Park. Mark Hoven presented information to the board on the request. David Sandvig made a motion authorizing the department to advertise for bids for the new playground equipment. The motion was seconded by Doug Farrand. All present voting aye. Motion carried.

Declare Items for Surplus: Mark Hoven presented a list of items to the board for surplus, adding the items of the old light fixtures and light towers from Swisher field. Nick Gehrts made a motion to approve the list if items for surplus plus the addition of the lighting fixtures and towers. The motion was seconded by Doug Farrand. All present voting aye. Motion carried.

Softball Complex Update. Mark Hoven informed the board on the progress of the softball complex project.

Coronavirus Update. Mark Hoven informed the board on the status of the department during this time.

Adjournment: With no further regular 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 Holzkamm, 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