

BISMARCK MUNICIPAL PARKING AUTHORITY  
MEETING MINUTES  
JULY 13, 2023

The Bismarck Municipal Parking Authority met in regular session on the above date at 9:00 A.M. in the Tom Baker Room, Bismarck, North Dakota. Chairman Jim Christianson presiding.

Members present: Jim Christianson, Josh Keller, Todd Kovash  
Jake Axtman and Kyle Holwagner

Members absent: None

Staff Members: Jeremy Petron, Sue Schaff, Corey Voegele  
and Daniel Nairn

Others present: Commissioner Mike Connelly, Kate Herzog  
Julie Mees

#### MINUTES

Chairman Jim Christianson called for consideration of the minutes of the June 8, 2023 meeting.

MOTION: A motion was made by Kyle Holwagner, seconded by Todd Kovash and unanimously approved by all members present that the minutes of the June 8, 2023 meeting be approved.

#### REVIEW OF FINANCIAL STATEMENTS

MOTION: A motion was made by Josh Keller, seconded by Jake Axtman with a roll call vote, Josh-aye, Kyle-aye, Todd-aye, Jake-aye and Jim-aye to approve the June financials.

#### REVIEW BIDS FOR PARKADE ROOFTOP CONCRETE STAIRS REPAIR

MOTION: A motion was made by Kyle Holwagner, seconded by Todd Kovash with a roll call vote, Josh-aye, Kyle-aye, Todd-aye, Jake-aye and Jim-aye to approve the bid for replacement of the Parkade rooftop concrete stairs at a cost of \$34,175 from Vector Construction.

#### PROGRESS REPORT FOR PARKADE REPAIRS PROJECT

Jeremy Petron reported that the repairs are underway on the exit spiral and purple level repairs on the Parkade Ramp.

## PARKING AUTHORITY MANAGEMENT RFQ

Daniel Nairn reported that the Parking Authority Management RFQ was published July 1, 2023 with a closing date of August 14, 2023 at 4:00 PM.

## OTHER BUSINESS

### PAY REQUEST INVOICE FROM WALKER CONSULTANTS

MOTION: A motion was made by Kyle Holwagner, seconded by Todd Kovash with a roll call vote, Josh-aye, Kyle-aye, Todd-aye, Jake-aye, and Jim-aye to approve the pay request from Walker Consultants for the construction documents for \$14,866.15.

### UPDATE ON TENANT REDWING SHOES LEASE EXTENSION

Jeremy Petron reported that Redwing Shoes extended their lease until September 30, 2023.

## ADJOURNMENT

There being no further business, Chairman Jim Christianson declared the Bismarck Municipal Parking Authority adjourned at 9:19 A.M. and will meet again on August 10, 2023.

JEREMY PETRON, SECRETARY