

**PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS
NOVEMBER 2, 2010**

AGENDA

ROLL CALL

The Board of Park Commissioners met for their regular meeting on Tuesday, November 2, 2010, at 5 p.m. in the Park District Board meeting room. Present were Commissioners Bollman, Panzer, LaDouceur, Skarperud and Soeby.

APPROVAL OF MINUTES FROM OCTOBER 5, 8, 12, & 19, 2010

A motion was made by Commissioner Soeby to approve the minutes from the October 5, 8, 12, & 19, 2010, Board meetings. Seconded by Commissioner Panzer; motion carried.

APPROVAL OF ADDITIONAL ITEMS FOR THE AGENDA

Two additional items under "For Discussion" were requested to be added to the agenda: Item B, Existing Center Court Fitness Club facility and Item C, Contract with Todd Geatz.

A motion was made by Commissioner Panzer to add the two items. Seconded by Commissioner LaDouceur; motion carried.

DELEGATES TO APPEAR BEFORE THE BOARD

None.

FOR DISCUSSION

FINANCE PLAN FOR CHOICE WELLNESS CENTER

Mr. Myron Knutson of Public Financial Management addressed the Board regarding the finance plan and bonding for Choice Wellness Center.

He stated he has received three proposals: Piper Jaffray, Dougherty, and BMO, all at under 4%. However, he stated he still has some questions on these proposals. But, he will start on the bond rating process and should be on schedule for a December 7 pricing and board approval.

There is a need to establish a reserve fund, but that's a variable. Typically it is one year of principle and interest. However, we need to set it up sooner rather than later for the interest rate.

The Board agreed we need to keep this going.

CURRENT CENTER COURT FITNESS CLUB FACILITY

Commissioner Panzer wants to know where we are going with this building. The lot needs to be subdivided as we share it with Red River Valley Gymnastics. We have requested an appraisal, but haven't gotten one yet. The balance owed on the facility is at \$500,000.00 and it needs a new roof.

Commissioners Panzer and Skarperud volunteered to talk to some groups that may have an interest in the facility, and if none, then we know where we stand.

Commissioner Bollman felt this was a good idea and it is time to actively get involved with groups to see if there is an interest.

CONTRACT WITH TODD GEATZ

Mr. Geatz introduced a proposal to the Board to provide a skate sharpening service at the Gambucci/Purpur Arenas complex.

Commissioner Panzer felt it was a good proposal and something really needed at that facility. He would like to see a contract, like one we use for concessionaires.

Todd would like to have the service in place by November 12 or 13.

A motion was made by Commissioner Skarperud to approve Mr. Goetz's proposal pending Dick Olson's and Bill Palmiscno's recommendations. Seconded by Commissioner LaDouceur; motion carried.

FOR ACTION

COMPENSATION RECOMMENDATION FOR 2011

Mr. Galen Cariveau addressed the Board with his recommendations for 2011 employee compensation package, as well as giving them a history of past years' compensation packages.

Proposed by Mr. Cariveau for 2011 is:

1. COL of 2% for all fulltime employees
2. A market adjustment to 87.5% of market, which would involve nine employees
3. Merit pay at 1%

The total package would be 4%. This all excludes health insurance as that variable is not yet known.

He also reminded the Board 2011 will be the third year using the market study and he recommends a new market study in 2011.

A motion was made by Commissioner Panzer to approve the proposal for 2011 with a 2% COL, 1% merit pay and move employees to 87.5% of market. Seconded by Commissioner Skarperud; motion carried.

APPROVE BID ON LOTS SALE

Superintendent Mullally reported one bid was received from Scott Zukowski in the amount of \$121,000.00 for both lots.

The Board's intent is to sell both lots and wants to realize at least \$87,000 per lot on the sale. The current bid won't give the Park District the funds to do the Optimist Park spray park project.

Commissioner Panzer feels the lots will increase in value as building continues around the lots. He wants to reject the bid and re-bid, but get an appraised value of the lots first.

Commissioner Skarperud wants a minimum bid on the lots when re-bid.

Commissioner Skarperud asked to abstain from voting on the lots bid issue.

Commissioner LaDouceur made a motion to grant Commissioner Skarperud's request to abstain. Seconded by Commissioner Soeby; motion carried.

A motion was made by Commissioner Panzer to reject the bid of \$121,000. Seconded by Commissioner Soeby; motion carried with Commissioner Skarperud abstaining.

FINANCIAL REPORTS

All reports were accepted as presented.

BILLS TO BE APPROVED FOR OCTOBER

A motion was made by Commissioner Panzer to approve the bills for October in the amounts of \$713,308.72 for the Park District and \$53,882.23 for the Foundation. Seconded by Commissioner LaDouceur; motion carried.

SUPERINTENDENTS' REPORTS

All reports were accepted as presented.

Recreation reported the hiring of Nick Arvola as the Youth Sports Coordinator. Nick comes to the Park District from the Williston Park District and started his position here on November 1.

Center Court Fitness Club reported total active members at 1450.

Superintendent Mullally reported all hockey boards are up in place and painted.

Both golf courses will close on November 4 for the season.

His parks crew assisted with the Choice Wellness Center groundbreaking ceremony.

Forestry reported 280 street trees pruned and 40 request calls answered in October.

BOARD MEMBERS' REPORTS

Commissioner LaDouceur expressed concern there is rollerblading taking place at the University Park tennis courts and how can it be policed. Superintendent Mullally reported the gates will have to be chained shut.

The board would like to have the concessions at the hockey arenas looked at for more of a variety of concessions, and closing too early during high school hockey games. It was suggested the concessions be bid out.

John Staley reported Renee Norman is done the end of the week in her fundraising efforts for the wellness center and it has gone well. The target now is to get the donors to become sustained donors.

EXECUTIVE SESSION

None.

ADJOURNMENT

A motion was made by Commissioner LaDouceur to adjourn. Seconded by Commissioner Soeby; motion carried.

John Staley, Clerk

Jim Bollman, President

**PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS
NOVEMBER 22, 2010**

AGENDA

ROLL CALL

The Board of Park Commissioners met for a special meeting on Monday, November 22, 2010, at 4 p.m. in the Park District Board meeting room. Present were Commissioners Bollman, Panzer, LaDouceur, Skarperud and Soeby.

FOR ACTION

APPROVAL OF DAKOTA MEDICAL GRANT APPLICATION FOR MEMBERSHIP PRESALES & FUNDRAISING

This is a matching grant, with \$25,000.00 available to be matched by us for a total of \$50,000 after the match. The Y Family Center has committed to contributing 22% of our match, or \$5500.00 and we need to come up with \$19,500.00. This grant would be used for marketing and fundraising.

The match can come from the Recreation Department or from the wellness center fundraising campaign funds. Recreation has some extra funds in the personnel budget that Superintendent Palmiscno stated can be used.

John would rather not use the fundraising campaign funds as we will need to use some of those funds for advertising, but it is the Board's decision where the match will come from.

A motion was made by Commissioner Soeby to approve applying for the grant, as long as funds are available for the match. Seconded by Commissioner Skarperud; motion carried.

FOR DISCUSSION

PRESENTATION OF FACILITY DESIGN CHOICE OF THE WELLNESS CENTER – SCHEMATIC PHASE

Brian Beckler of the Denver consulting firm OLC Architecture presented a virtual tour of the Choice Wellness Center schematic phase to the Board. The Center will be four times bigger than the present Center Court Fitness Club, will feature four water components and be a 156,000 square foot building with rental components

Mr. Beckler spent about 30 minutes going over the schematic, and fielded questions from the Board.

ADJOURNMENT

A motion was made by Commissioner Panzer to adjourn. Seconded by Commissioner LaDouceur; motion carried.

John Staley, Clerk

Jim Bollman, President

**PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS
NOVEMBER 24, 2010**

AGENDA

ROLL CALL

The Board of Park Commissioners met for a special meeting on Wednesday, November 24, 2010, at 2 p.m., in the Park District's Board meeting room. Present were Commissioners Bollman, Panzer, LaDouceur, Skarperud and Soeby.

FOR ACTION

APPROVAL OF THE EAPC CONTRACT FOR CHOICE WELLNESS CENTER

The Park District has been working with EAPC since August 4, 2009, but has not approved a contract as it was unsure if the Park District was going forward with the Choice Wellness Center project.

With the decision being made to go with the Choice Wellness Center project, it is time to approve a contract with EAPC.

Wayne Dietrich was present and briefly reviewed the terms of the contract, mainly being the fee of 6%, on a \$24,100,000.00 project. That fee would amount to \$1,446,000.00.

Commissioner Panzer felt it imperative to approve the contract now that the decision has been made to move forward with the project.

A motion was made by Commissioner Panzer to approve the contract at a 6% fee. Seconded by Commissioner Soeby; motion carried.

ADJOURNMENT

A motion was made by Commissioner Panzer to adjourn. Seconded by Commissioner Skarperud; motion carried

John Staley, Clerk

Jim Bollman, President

