

**PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS  
DECEMBER 4, 2007**

**AGENDA**

**ROLL CALL**

The Board of Park Commissioners met for their monthly meeting on Tuesday, December 4, 2007, at 5:00 p.m., in the Park District Board meeting room. Present were Commissioners Bollman, LaDouceur, Hutchison and Panzer. Commissioner Jeske was absent.

**APPROVAL OF MINUTES FROM NOVEMBER 6, 2007**

A motion was made by Commissioner LaDouceur to approve the minutes from the November 6, 2007, board meeting. Seconded by Commissioner Hutchison; motion carried.

**APPROVAL OF ADDITIONAL ITEMS FOR THE AGENDA**

John Staley asked to put, under "For Discussion," item I, Center Court Fitness Club proposed wellness center.

A motion was made by Commissioner Hutchison to add the above item to the agenda. Seconded by Commissioner LaDouceur; motion carried.

**DELEGATES TO APPEAR BEFORE THE BOARD**

None.

**DOG PARK PLANNING COMMITTEE APPRECIATION**

Nancy Joyner from the Roaming Paws group and Lana Demars addressed the Commissioners on the dog park now available and being used. They had nothing but praise for the availability of the dog park and told the Board they appreciate the park, benches and trees.

The fundraising group, thus far, has raised \$10,013.00 toward the expense of the park.

**FOR DISCUSSION**

**PARK & RECREATION FOUNDATION TRANSFER OF ULLAND FUNDS**

John Staley informed the Commissioners the Park District received foundation status from the IRS on the first try. Now, John and Commissioner Panzer suggest transferring the Ulland funds to the Foundation as a start.

A brochure will be going out in the mail by the end of December, announcing the Foundation. John would like to see the logo approved so the brochure can be completed and mailed.

A motion was made by Commissioner Panzer to transfer the Ulland Funds to the Foundation. Seconded by Commissioner Hutchison; motion carried.

Commissioner Hutchison suggested the brochure state the donations to the Foundation are tax deductible.

#### **PARK AND RECREATION FOUNDATION TEMPORARY LOGO**

The logo is very similar to the Park District's logo.

A motion was made by Commissioner Panzer to approve the designed logo for the Foundation and continue to use it. Seconded by Commissioner LaDouceur; motion carried.

After discussion, it was agreed to have 2000 brochures printed and the brochure expense should be paid for out of Park District funds, and not Foundation funds.

#### **UND PSYCHOLOGY DEPARTMENT AGREEMENT**

Doug McDonald, a clinical psychologist in the UND Psychology Department, addressed the Commissioners.

He came to ask what the Psychology Department could do for the new proposed wellness center. The Department has a lot of people to draw on and a lot of expertise. The Department is not affiliated with the UND Wellness Center.

The Department is prepared to be involved with the proposed wellness center, should they need to be.

Also, Chris Greenberg, chair of the fundraising group for the proposed wellness center, addressed the Commissioners at the same time. He stated as far as fundraising, there are good things going.

#### **EMPLOYEE COMPENSATION PLAN (This item was taken out of agenda order)**

Galen Cariveau addressed the Commissioners on the merit pay system being proposed to be put in place in 2008. He explained he has visited with the employees and fielded questions on the merit pay issue, and the employees seem to understand how the system will work, but some are not so sure about using that type of evaluation. It is a new concept to them.

Commissioner Panzer explained a "mock" evaluation will be done on employees for 2007, to get the feel of the merit system, and in 2008, the system will be implemented. Commissioner Panzer recommends Galen's remarks and suggestions all the way on each item suggested: market studies, pay for performance beginning in 2009, and working with supervisors on pay for performance evaluations.

Commissioner Hutchison stated he agrees with Commissioner Panzer.

Commissioner Bollman feels taking a year to implement the new system is a good idea.

A motion was made by Commissioner Panzer to follow the guidelines on converting to the pay for performance system. Seconded by Commissioner Hutchison; motion carried.

#### **NEW WEBSITE REVIEW**

There was some discussion on the new website.

Each Commissioner was invited to go to our new website and review it and come forth with comments, should there be any.

#### **GOLF SEASON REPORT**

Dan Tannahill addressed the Commissioners on the golf year at King's Walk and Lincoln Park.

He reported, among other things, membership revenue at King's Walk this year increased 20% over 2006, translating into \$180,000 additional revenue.

He also reported Lincoln Park Golf Course had between 40,000 and 45,000 rounds played this year.

#### **POOL STATISTICS**

Bill Palmiscno went over the statistics of the pool attendance this past season.

Elks pool opened June 4, and realized a total of 15,766 swimmers, compared to 18,134 in 2006.

University Spray Park opened May 17, and realized a total of 9000 swimmers compared to 9100 swimmers in 2006.

Some of the decline in swimmers can be attributed to the opening of the splash park at Canad Inn. It is also possible the lack of a baby pool at Elks also contributed to the decline.

Cost of a baby pool at Elks will be looked at, and decisions on whether to install one at Elks pool will be based on those numbers.

#### **MANVEL SCOREBOARD REQUEST (This item was taken out of agenda order)**

Bill Palmiscno stated the Park District has a scoreboard they have no use for, and are willing to donate it to Manvel Arena in exchange for signage with logos at the arena.

A motion was made by Commissioner Hutchison to donate the scoreboard. Seconded by Commissioner LaDouceur; motion carried.

#### **ULLAND GRANT REQUESTS (This item was taken out of agenda order)**

Bill Palmiscno stated no changes or objections on the grant requests have come forward since last month and he recommends granting the requests agreed upon last month.

A motion was made by Commissioner LaDouceur to grant the requests selected last month for Ulland grants. Seconded by Commissioner Hutchison; motion carried.

#### **CITY PONDING EASEMENT SALE**

John Staley addressed the Commissioners stating 90% of easement request is ditch and/or coulee. It won't affect existing roads or buildings.

A motion was made by Commissioner Hutchison to accept the city's offer of \$4,000 to purchase ponding area at Old Dutch. Seconded by Commissioner LaDouceur; motion carried.

#### **FOR ACTION**

#### **CONSIDERATION OF LANDSCAPE TRACTOR BID (This item was taken out of agenda order)**

Mike Fugazzi presented the bids to the Commissioners, which is budgeted for in the 2007 Forestry budget.

He recommended accepting the bid from Forks Equipment in the amount of \$17,300.00, as it meets all the specifications and is within the 2007 Forestry equipment budget.

A motion was made by Commissioner LaDouceur to accept the bid from Forks Equipment, option 2 with roto-tiller, for \$17,300.00. Seconded by Commissioner Hutchison; motion carried.

#### **LIFT STATION LEASE**

A motion was made by Commissioner LaDouceur to approve the lift station lease. Seconded by Commissioner Panzer; motion carried.

#### **WELLNESS CENTER**

Donna Jarmusz and Jeff Newkirk from Alter+Care addressed the Commissioners. They provided three options to the first development plan to the Board.

They plan to develop a financial forecast for each option and present it to the Board in the near future.

#### **HUMAN NUTRITION RESEARCH CENTER AGREEMENT**

This is a non-binding, non-committed agreement, as explained last month.

A motion was made by Commissioner Hutchison to approve the Human Nutrition Lab agreement. Seconded by Commissioner Panzer; motion carried.

Commissioner Hutchison stated he has met with the Y Board and would encourage the Board to accept a memo of understanding with the Y as it relates to their involvement with the new proposed wellness center.

A motion was made by Commissioner Hutchison to accept the memo of understanding with the Y. Seconded by Commissioner LaDouceur; motion carried.

### **FINANCIAL REPORT FOR THE MONTH OF OCTOBER**

All reports were accepted as presented.

### **BILLS TO BE APPROVED FOR NOVEMBER**

A motion was made by Commissioner LaDouceur to approve the bills for November in the amount of \$499,552.89. Seconded by Commissioner Panzer; motion carried.

### **SUPERINTENDENTS' REPORTS**

All reports were accepted as presented.

Superintendent Mullally reported the Lincoln Drive Park sledding hill is scheduled to open on December 8.

The Parks crew is building the outdoor rinks and scheduled opening of the warming houses is December 15.

Riverside Park will be open this season.

Cross country ski trails are being groomed.

Superintendent Palmiscno reported Santa Village is scheduled to open to the public on December 7.

He also reported the Coke contract is up for renewal.

Center Court Fitness Club reported to date membership at 1419, and a membership promotion for December will benefit Toys for Tots.

Forestry reported pruning the entire Riverside Park area which consisted of 280 trees, planting 28 large trees in the park, and constructing four beds by the tennis courts and one by the new warming house.

### **BOARD MEMBERS' REPORTS**

Commissioner Panzer suggested Eagles Crest implement happy hour specials.

He also suggested improvements at the baseball diamond at Optimist Park.

Commissioner Hutchison stated he had a phone conversation with Doug McDonald of the UND Psychology Department prior to the Board meeting, and the department is not interested in leasing any space at the new wellness center and want pay for their services.

Commissioner LaDouceur stated first aid is needed at the arenas, and the concession areas need game schedules so they know when to open.

Commissioner Bollman stated the need to address John Staley's 2007 pay increase.

A motion was made by Commissioner Panzer to grant a 3% pay increase to John for 2007, and do for John as the Park District does for employees in 2008.

The 2008 cost of living pay increase will be discussed and decided at the January 2008 Board meeting.

John asked the Board to change the meeting date for the January Board meeting to January 8, as January 1 is a holiday. All agreed to change the meeting date for January to January 8.

### **ADJOURNMENT**

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

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John Staley, Clerk

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Jim Bollman, President