

**PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS  
DECEMBER 5, 2006**

**AGENDA**

**ROLL CALL**

The Board of Park Commissioners met for their regular meeting on Tuesday, December 5, 2006, at the Park District Board meeting room at 5:00 p.m. Present were Commissioners Bollman, LaDouceur, Hutchison, Panzer and Jeske.

**APPROVAL OF MINUTES FROM NOVEMBER 7, 2006**

A motion was made by Commissioner LaDouceur to approve the minutes of the November 7, 2006, board meeting. Seconded by Commissioner Jeske; motion carried.

**APPROVAL OF ADDITIONAL ITEMS FOR THE AGENDA**

John Staley asked item F under "For Action," be placed on the agenda as Approval of Loan for the Apollo Project.

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**

Loran Fearing of Prime Steel Car Club addressed the Commissioners and presented the Park District with a check for a \$1,000.00 donation to be used at Prime Steel Park. President Bollman accepted the donation and thanked the Prime Steel Car Club, on behalf of the Park District, for their generous donation.

Mr. Fearing also stated the Club is interested in helping to sponsor an event, especially a summer one. They could help with Family Fun Night or some other summer event.

The Club was thanked for their willingness to sponsor.

**FOR DISCUSSION**

**SLEDDING HILL LICENSE**

This item pertains to the dike at Lincoln Park, along Belmont Road. The City of Grand Forks is asking the Park District to pay for the lighting of the parking lot. The Park District currently cleans the parking lot.

Commissioners Panzer and Hutchison agree we could give it a one-year try, but be only responsible for the west side of the dike.

Liability insurance is minimal and it is suggested the City pay for half the cost of lighting.

Hours of lights at the parking lots should be in line with the outdoor rinks.

It was generally agreed to give it a one-year trial basis, and tweak the agreement with the city.

A motion was made by Commissioner Jeske to approve the agreement on the sledding hill with the City with the changes Attorney Olson was directed to make. Seconded by Commissioner LaDouceur; motion carried with Commissioner Bollman dissenting.

### **SOCCER FUND DRIVE**

Montie Condry addressed the Board. He stated there are amenities missing at the Soccer Bowl and doing some fund raising would make these amenities possible: lighting, parking, concessions, with lights the primary concern.

He is proposing approximately \$250,000.00 to one-half a million would get the amenities needed, and having a two-year fund drive.

The fund raising group he represents wants to use the Park District's 501 3-C status.

John Staley stated he would like discussion with the School District on this, and would need to get design work and cost estimates. He stated the Park District is willing to look at it, but the fund raising group needs to get numbers and concepts and get more organized.

There are 1100 kids in the community playing soccer. Montie and his group will be back at the January 2007 meeting, and will keep the Park District informed.

### **RECREATION COORDINATOR POSITION**

The Blue Line Club is currently funding this position, held by Scott Koberinski. Bill Palmiscno is proposing the Park District assume the funding in 2009, but pick up the benefits now.

Bill will advertise the position in-house at the Park District.

A motion was made by Commissioner Panzer to approve the recommendation to pick up the benefits for the Recreation Coordinator position, and totally fund the position beginning in 2009. Seconded by Commissioner LaDouceur; motion carried.

### **FOR ACTION**

### **SECOND READING OF THE ULLAND GRANTS**

Bill Palmiscno stated no changes have been made since last month and recommends approving the allocation.

A motion was made by Commissioner Jeske to approve the Ulland Grant allocation. Seconded by Commissioner Panzer; motion carried.

### **JOB DESCRIPTION UPDATES**

Not all the job descriptions are completed, but John asked the Board to approve the ones that were presented at last month's meeting.

A motion was made by Commissioner Hutchison to approve the job description changes presented to the Board last month. Seconded by Commissioner LaDouceur; motion carried.

## **EMPLOYEE EVALUATION PROCEDURE**

The Board was presented with a sample of the employee evaluation form by Galen Cariveau. The evaluation is going with five standards which is easier to use, and gives employees a truer picture.

The City uses the five standards evaluation process and it makes it easy for supervisors, which then they will tend to do.

Commissioner LaDouceur suggested the five categories be reversed, to start with a positive one first going down to a negative one.

A motion was made by Commissioner Panzer to adopt and approve the new evaluation form. Seconded by Commissioner Jeske; motion carried.

## **GOLF CART BIDS**

The call for bids was for 55 new carts and trade in on the old ones at King's Walk. The bid came in at \$106,785.00, which was \$22,000.00 below the projection. Interest rate on a loan for the carts is 4.5%, with a four-year payment plan.

Commissioner Hutchison feels the old carts should be fixed up and kept two years, saving approximately \$30,000.00.

A motion was made by Commissioner LaDouceur to accept the bid from E-Z Go Textron and buy new carts. Seconded by Commissioner Hutchison; vote tied at two to two with Commissioners Hutchison and Jeske dissenting and Commissioner Panzer abstaining for lack of enough information.

The Board directed Colette to get interest quotes and see if the interest rate will be honored in April when the carts would be delivered.

This item will appear again on the Board meeting agenda.

## **SPECIAL ASSESSMENT DISTRICT**

This special assessment district is related to the irrigation lines at Ulland.

To finance this out of the special assessment fund, it is necessary to pass a resolution.

A motion was made by Commissioner Jeske to approve the Resolution Creating Grand Forks Park District Ulland Irrigation Line Rehabilitation District 2006-3. Seconded by Commissioner Panzer; motion carried.

## **APPROVAL OF LOAN FOR APOLLO PROJECT**

The amount of money to be financed is \$325,000.00. Bremer Bank came in with the lowest interest rate at 4.35% for five years and 4.39% for seven years. The five-year plan would mean an annual payment of \$70,800.00 and the seven-year plan would mean an annual payment of \$52,700.00.

A motion was made by Commissioner Hutchison to approve the loan with Bremer Bank on a seven-year plan. Seconded by Commissioner Jeske; 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 Hutchison to approve the bills for November in the amount of \$437,240.81. Seconded by Commissioner Panzer; motion carried.

### **SUPERINTENDENTS' REPORTS**

All reports were accepted as presented.

Parks reported the crew has started building the outdoor rinks and outdoor rink supervisors have been hired for the season.

Recreation reported December events will include Santa Village at the Lincoln Clubhouse; North Pole Calling; and Christmas skating/hockey holiday schedules.

Center Court Fitness Club reported total membership to date at 1532.

Forestry reported 321 street trees pruned in November. The crew is currently pruning in the Riverside neighborhood.

### **BOARD MEMBERS' REPORT**

None.

### **ADJOURNMENT**

A motion was made by Commissioner Jeske to adjourn. Seconded by Commissioner Hutchison; motion carried.

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John Staley, Clerk

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Jim Bollman, President