

**PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS  
MAY 4, 2010**

**AGENDA**

**ROLL CALL**

The Board of Park Commissioners met for their regular meeting on Tuesday, May 4, 2010, at the Park District's Board meeting room. Present were Commissioners Hutchison, Bollman, LaDouceur and Westlund. Commissioner Panzer was absent.

**APPROVAL OF MINUTES FROM APRIL 6 AND 22, 2010**

A motion was made by Commissioner Westlund to approve the minutes of the April 6 & 22, 2010, Board meetings. Seconded by Commissioner Bollman; motion carried.

**APPROVAL OF ADDITIONAL ITEMS FOR THE AGENDA**

None.

**DELEGATES TO APPEAR BEFORE THE BOARD**

None.

**FOR DISCUSSION**

**KRAFT FIELD UPDATE**

Brian Kraft addressed the Board stating it looks like enough money has been raised to buy the turf for Kraft Field. He has been working with Field Turf Company on the product.

He would like to bid the project, but still needs to get some specifications from Field Turf Company. The goal is to start the project August 1, 2010, so permission from the Board to bid the project is needed at this meeting to remain on schedule.

A motion was made by Commissioner Westlund to give permission to bid the Kraft Field turf project. Seconded by Commissioner LaDouceur; motion carried.

**LAND SALE AT FLAAT-MIKKELSON**

John is seeking permission to sell this piece of property owned by the Park District. If permission is granted, he asked if the land should be appraised before for putting it up for sale.

The Board felt the land should be sold, and a ball park value of the land could be obtained from Mel Carson at City Hall. Once that figure has been obtained, the parcel should be advertised for sale.

## **FOR ACTION**

### **PERSONNEL SUCCESSION PLAN**

Galen Cariveau addressed the Board with two models of succession. One model was for short term, three to five years, and the other was for long term, transitioning to three superintendent positions. That transition could take place five years from now. He recommended looking at the short term model for now.

The Board will make a decision at the June Board meeting on Galen's recommendations.

### **JOB DESCRIPTION FOR SUPERINTENDENT OF FINANCE AND OPERATIONS**

Galen Cariveau put together this job description, and he recommended when the Board approves it, the position should be advertised.

The Board and administration had a couple of tweaks to the job description.

A motion was made by Commissioner Westlund to approve the job description as amended and advertise the position. Seconded by Commissioner Bollman; motion carried.

### **APPLY FOR STIMULUS BONDS**

This item has come before the Board before. The big question has been our bonding capability.

Our bonding capability is limited to \$8 million because our General Obligation Bonds commitment is at \$7 million.

John Stewart of Arntson & Stewart suggested the Park District get an updated business plan for the proposed wellness center.

The plan is to apply for \$8 million in stimulus bonds and maybe more later. The Foundation would apply, not the Park District.

There is a \$10,000.00 application fee, refundable if the money isn't used. However, one question is whether another \$10,000.00 application fee is required if additional stimulus bonds are applied for after the first application.

After much discussion, Commissioner Bollman felt more answers to questions the Board may have are needed. Commissioner Westlund felt the Board could approve the first application and after answers are obtained, apply for more.

A motion was made by Commissioner Westlund to approve the application process for \$8 million and after questions are answered apply for more. Seconded by Commissioner LaDouceur; motion carried.

## **PARK DISTRICT FINANCIAL PLEDGE TO THE WELLNESS CENTER PROJECT**

The Park District pledged to dedicate one mil from C & B to the project which amounts to \$150,000.00.

A motion was made by Commissioner LaDouceur to approve the pledge of one mil to the wellness center project. Seconded by Commissioner Bollman; motion carried.

## **GPS GOLF CART BID**

Dan Tannahill addressed the Board stating a June 1 target date for getting GPS on the golf carts.

Commissioner Westlund is in favor of increasing the cart fees by \$1.00 or \$2.00 this season to pay for the systems.

Commissioner Hutchison stated he is still not in favor of GPS on the carts.

Also discussed was the possibility of financing the purchase by borrowing the money.

A motion was made by Commissioner Westlund to give Dan Tannahill power to negotiate on GPS and purchase GPS for the golf carts, paying for them by increasing cart rental fees and next year increase season cart pass fees. Seconded by Commissioner LaDouceur; motion carried with Commissioner Hutchison dissenting.

## **TRACTOR BID**

Three bids were obtained for a utility tractor. Low bid was Bobcat of Grand Forks at \$27,064.00, which the staff recommended approving.

A motion was made by Commissioner Westlund to approve the bid of \$27,064.00 from Bobcat of Grand Forks. Seconded by Commissioner Bollman; motion carried

It was suggested this piece of equipment would be a 50-50 use by Forestry and Parks, therefore a 50-50 split on payment of the equipment.

## **FINANCIAL REPORTS**

All reports were accepted as presented.

## **BILLS TO BE APPROVED FOR APRIL**

A motion was made by Commissioner Bollman to approve the bills for April in the amounts of \$969,052.17 for the Park District and \$11,610.46 for the Parks and Recreation Foundation. Seconded by Commissioner Westlund; motion carried.

### **SUPERINTENDENTS' REPORTS**

All reports were accepted as presented.

Superintendent Mullally reported the golf courses are looking good.

Springfest is scheduled in University Park Saturday, May 8.

Superintendent Palmiscno reported Cal Ripken baseball begins May 4.

Riverside Pool has been cleaned.

Diamond #4 lights at Apollo are scheduled to go in next week.

Cam Tweten reported memberships are still growing at Center Court and the Y Family Center.

There will be an outdoor adult tennis program this summer, partnering with East Grand Forks Parks and Recreation.

Forestry reported 114 request calls answered and the Stanford Road water main project resulted in 43 crab tree removals.

### **BOARD MEMBERS' REPORTS**

John Staley introduced to the Board, Renee Norman, a fundraiser who will be recommended to the Foundation to hire to wrap up the fundraising project.

Renee went over the goals with the Board, the cost of her contract and presented her resume`.

John asked the Board for approval to recommend her to the Foundation.

A motion was made by Commissioner Bollman to forward a recommendation to the Foundation to hire Renee Norman to finish the fundraising for the proposed wellness center. Seconded by Commissioner LaDouceur; motion carried.

### **EXECUTIVE SESSION**

None.

### **ADJOURNMENT**

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

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John Staley, Clerk

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Bill Hutchison, President