

PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS
September 17, 2007

AGENDA

ROLL CALL

The Board of Park Commissioners met for a mid-month meeting on Monday, September 17, 2007, at 6:00 p.m. , in the Board meeting room. Present were Commissioners Bollman, LaDouceur, Hutchison, and Jeske. Commissioner Panzer was absent.

FOR DISCUSSION

PROPOSED WELLNESS CENTER

Commissioner Bollman asked where we are right now with this project.

John Staley stated we are looking at finance options, an appraisal of the current Center Court property, donations, and finalizing the desired features of the proposed center.

Finance Options:

1. Revenue Bond
2. General Fund
3. Sales Tax

If going with a local bank, that bank will require \$2 million in bank reserves.

Other financing options are:

1. Donations
2. Refunding Improvement
3. Sale of current Center Court property, which would require an appraisal at a cost of about \$6500.00

Commissioner Hutchison stated he felt the refunding improvement was the best way to go.

John stated this is about as much as we can know regarding financing until donations start coming in.

Commissioner Hutchison would like to see a finalization of what the Park District wants in the proposed wellness center so it can be presented to potential donors.

John is to request Donna re-do the drawing of the facility taking out phases two and three, and show the whole concept.

Mike Stromberg suggested Donna could equate the additional square footage desired in the facility to maintenance cost.

Commissioner Hutchison stated he would like to see more investigation of partnering with the Y Family Center.

The next steps are:

1. Get an appraisal done of Center Court
2. Research the refunding improvement option for financing
3. Possible partnership with the Y Family Center
4. Finalize building features/space and cost analysis on the design

Commissioner LaDouceur stated we should get going with these preliminary things, especially the appraisal. John has researched appraisal firms unique to this kind of appraisal and has found Dakota Appraisal and Consulting, Ltd. out of Bismarck does these types of appraisals.

A motion was made by Commissioner LaDouceur to hire Dakota Appraisal and Consulting, Ltd. to appraise the current Center Court property. Seconded by Commissioner Jeske; motion carried.

ADJOURNMENT

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

John Staley, Clerk

Jim Bollman, President

PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS
September 10, 2007

AGENDA

ROLL CALL

The Board of Park Commissioners met for a conference call with Donna Jarmusz of Alter-Care on Monday, September 10, 2007, at 4:30 p.m., in the Board meeting room. Present were Commissioners Bollman, LaDouceur, Hutchison, Panzer and Jeske.

FOR DISCUSSION

WELLNESS CENTER

Donna Jarmusz of Alter-Care, was contacted via conference call with the Commissioners to explain next steps in the proposed wellness center.

She briefly went over the business plan and was asked what the next steps should be.

It was emphasized that all companies she has been involved with in this type of venture have succeeded, and she advises the business plan be put into action as the next step.

The proposed wellness center is a 70,000 square foot facility with 12,000 square feet being leased, and the cost at \$13 million. The Park District could support this size facility with leasing revenue and user fee revenue.

For a larger facility, thus greater cost to build, you would have to look at additional revenue from other sources. Adding additional footage for tennis courts could be expensive. Construction costs are \$167.00 per square foot, and tennis courts are an expensive addition compared to the revenue realized per use of the courts.

Commissioner Panzer stated selling the current Center Court property could generate \$2.5 million, so an additional \$2 million would be needed to cover the proposed cost of \$18 million, with tennis courts.

The next phase is the development phase, where they take a look at the business plan and do anything it needs to give you a successful facility. Also, a portion of the fee can be retained if benchmarks are not met i.e. membership projections per month.

They also will provide any legal or financial documents needed, leasing site development, bidding, and construction monitoring to make sure the project remains on budget. In effect, they are the project manager, charging 6% of project cost, excluding the land value. If the project is started now the target date for completion is June 2009.

Donna stated Alter-Care stands by their reputation of a successful facility.

Discussion followed at the conclusion of the conference call:

What is our current facility worth?

We need to take into consideration the tennis revenue that the current facility brings in.

It is possible the additional three to five million dollars needed may be less.

Commissioner Hutchison asked what happens if the facility doesn't pay for itself. What alternative do we have? He feels the public should have a chance to vote on it.

Commissioner LaDouceur asked Cam Tweten how many courts he would like to see at the new facility. Cam would like to see four courts.

Commissioner Bollman thought we should look at the configuration of the aquatics. It was generally agreed it would be good to have a six-lane lap pool with a family pool.

Commissioner Jeske asked if all space indicated was necessary for daycare.

Bill Palmiscno suggested the Recreation Department may eventually move to the new facility, so maybe the space should stay.

Commissioner Panzer stated a deadline should be set to put together what the Board wants to see in the new facility and then get that information to fundraisers.

Commissioner Jeske stated we need to get a naming sponsor that hopefully would come up with the additional revenue needed to build the facility the Board has in mind.

John Staley asked Commissioners to each submit a list of 10 features they want to see in the new facility and discuss them at a meeting set for September 17, at 7:00 p.m.

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
SEPTEMBER 4, 2007**

AGENDA

ROLL CALL

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

APPROVAL OF MINUTES FROM AUGUST 7, 2007

A motion was made by Commissioner LaDouceur to approve the minutes of the August 7, 2007, Board meeting. Seconded by Commissioner Jeske; motion carried.

APPROVAL OF ADDITIONAL ITEMS FOR THE AGENDA

None.

DELEGATES TO APPEAR BEFORE THE BOARD

None.

FOR DISCUSSION

ENERGY AUDIT PRESENTATION

Steve Mullally reported to the Commissioners his energy audit findings.

Mr. Randall Bohlman is an energy audit specialist, and has audited energy uses at facilities for both the County Courthouse and the School District.

His services include looking at facilities and looking for deficiencies in energy use. He charges from \$3000.00 to \$5000.00 for an audit and Steve suggested it be funded out of C & B.

Steve has suggested he audit Apollo Complex, Purpur and Gambucci Arenas, and the business office since these are our three major energy cost areas.

Mr. Bohlman does not sell any product, only looks for energy deficiencies and recommends better ways to control energy costs at facilities.

Commissioner Bollman suggested it be done. Commissioner Hutchison felt it should be done, but questioned it be funded through C & B.

The Board would like more information such as what kind of savings could be realized, and in what areas, what costs are involved and what other places has Mr. Bohlman done this kind of an audit.

Steve was asked to bring the item back to the October Board meeting with more information.

BASEBALL/SOFTBALL REPORT

Bob Gillen presented the report to the Board. He stated it was, again, a good year with 1377 participants, which is an increase over 2006.

Salaries were under budget in softball, but over budget in baseball, with the total baseball/softball program \$2000.00 under budget.

He explained future ideas and challenges in both programs:

There are plans to make the baseball and softball logos that are screen printed on jerseys the same logo for both programs; present champion tee shirts instead of medals to the champion teams; and there is a need for new tees for Tee Ball.

He invited Commissioners to contact him with any questions they may have.

HEALTH & FITNESS CENTER FEASIBILITY REPORT

The first phase of the report suggests sales membership and rental income will pay for the facility. It needs Altru to be a part of it and come in as a long term lease participant. Others are interested in renting, also. Donna was both thorough and conservative.

The next step? John stated Donna has a second phase of managing it through development and early operation.

Commissioner Bollman stated this is what we need to get the ball rolling.

Commissioner Panzer stated a conference call with Donna before the next step.

Commissioner Hutchison questioned what the second phase lock us into. John stated if plans don't make it, we're out of it and so is she.

Commissioner Hutchison questioned what do we pay 3% on: the \$13 million or the \$20 million. He also felt we must consider all entities that want to partner with us.

Commissioner Panzer stated we need to ask Donna via a conference call what she's going to do for us for \$600,000.00.

Commissioner La Douceur stated if this is truly going to be a family center, it needs tennis courts and aquatics.

Commissioner Hutchison stated it should be down on paper what we want to do.

Mike Stromberg suggested the square footage should be down. The proposed new pool is smaller than the Y Family Center pool.

Commissioner Bollman asked the Board if they wanted a meeting with Donna.

Commissioner Panzer stated definitely, either in person or via conference call.

Commissioner Hutchison asked if we are going to do this. Commissioner Jeske stated there are fundraisers out there that want to raise funds, but don't have product to sell.

A motion was made by Commissioner Hutchison to accept the community fundraising group to help raise funds. Seconded by Commissioner Panzer; motion carried.

John was asked to arrange a conference call with Donna in early September and the Board will attend.

CCFC MEMBERSHIP FEES

The Center Court Fitness Club staff recommends fees be kept the same for the next six months.

Commissioner Hutchison asked if that would change budget projections and Cam stated it would not.

PRELIMINARY 2008 BUDGET

The Board received answers to their questions on the budget from last month's meeting. Commissioner Hutchison felt the budget should be closer to the inflation rate not mil rate increase.

Commissioner Panzer stated he would like to see last year's budget, plus inflation rate and work it that way.

This item will appear on the October agenda

GOLF FEES FOR 2008

The Golf Committee will meet mid-month and will bring their recommendations back to the Board at the October meeting.

REPORT ON BIKE TRAIL FUND

The Park District can apply to a Federal source as well as a City fund, but need to go to the Council on both ways.

Commissioner Panzer stated it makes sense to go those two routes as sources, or special assess.

FOR ACTION

RIVERSIDE/KANNOVSKI PARK LEASE

It was reported the grass is coming and looks a little shabby, but takes about a year and one-half for turf to come good. The tree trimming work has been done by the Forestry Department and a flower garden is being planned for 2008.

A motion was made by Commissioner Panzer to accept the Riverside/Kannowski park lease. Seconded by Commissioner Jeske; motion carried.

AWARD STUMP REMOVAL BID

Mike Fugazzi presented the bid results of the stump removals.

Low bidder was Paul's Stump Removal at \$.70 per inch. Mike recommended his bid be accepted.

A motion was made by Commissioner LaDouceur to accept the bid from Paul's Stump Removal. Seconded by Commissioner Hutchison; motion carried.

FINANCIAL REPORT FOR THE MONTH OF JULY

All reports were accepted as presented.

BILLS TO BE APPROVED FOR AUGUST

A motion was made by Commissioner LaDouceur to approve the bills for August in the amount of \$430,035.59. Seconded by Commissioner Jeske; motion carried.

SUPERINTENDENTS' REPORTS

All reports were accepted as presented.

Recreation reported the Fall/Winter *Recreation Activities Guide* will be hitting the mailboxes during the first week of October. Indoor arenas will open beginning September 17.

Center Court Fitness Club reported a month to date memberships at 1345 with 2312 members.

Parks reported opening Riverside Park, installing playground equipment at Ben Franklin Park and placing defibrillators at Ulland and King's Walk.

Total rounds at King's Walk for August was 4778.

Forestry reported 1192 street trees pruned, 107 request calls answered and their log loader and two men in Northwood for three days.

BOARD MEMBERS' REPORT

Commissioner Jeske reported the dog park group had hoped to have two parks, one for large dogs and one for small dogs, but the funding isn't quite there for two parks so for now will be one park for large dogs. Cost is \$49,000.00 with \$20,000.00 from the Park District, \$20,000.00 from the Greenway Project and the balance from Roaming Paws.

Commissioner Panzer reported the paperwork for the Park District Foundation has been submitted and it will take a few months for it to be completed.

Commissioner Hutchison reported he has heard from the RRV Gymnastics group and they support the new facility, with maybe even a dance studio in it.

Commissioner LaDouceur asked if Gambucci and Purpur Arenas open at the same time.

Commissioner Bollman stated the extra signs for the defibrillators are on order so there will be a sign both inside and outside the building at Ulland.

John Staley reported he wants to have the conference call with Donna on Monday, September 10, at 4:30 p.m.

ADJOURNMENT

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

John Staley, Clerk

Jim Bollman, President