

**PARK DISTRICT OF THE CITY OF GRAND FORKS
PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS
JULY 10, 2018**

The Board of Park Commissioners met for their regular monthly meeting on Tuesday, July 10, 2018, in the Choice Health & Fitness community room, 4401 South 11th Street, at 5:00 p.m. with President Panzer presiding.

ROLL CALL

Present were President Panzer, Vice-President LaDouceur, Commissioners Skarperud and Dvorak. Commissioner Barta was absent.

Park District staff in attendance were: Executive Director Palmiscno, Superintendent of Finance Hellyer, Choice Health & Fitness General Manager Orr, Public Relations and Marketing Manager Nelson, Sports and Facilities Manager Arola, Accounting Manager Lancaster, and Office Assistant Parker.

President Panzer turned control of the meeting over to Executive Director Palmiscno.

BOARD ORGANIZATION

Commissioner LaDouceur nominated Commissioner Panzer to remain President of the Board. Seconded by Commissioner Dvorak. There were no other nominations. The vote was unanimous, motion carried. Commissioner Barta was absent. Palmiscno turned control of the meeting over to President Panzer.

Commissioner LaDouceur nominated Commissioner Skarperud for Vice-President of the Board. Seconded by Commissioner Dvorak. There were no other nominations. The vote was unanimous, motion carried. Commissioner Barta was absent.

Vice-President Skarperud nominated Palmiscno to remain as Clerk of the Board. Seconded by Commissioner LaDouceur. There were no other nominations. The vote was unanimous, motion carried. Commissioner Barta was absent.

APPROVAL OF MINUTES FROM JUNE 5, 2018

Commissioner LaDouceur made a motion to approve the minutes from the June 5, 2018, Board meeting. Vice-President Skarperud seconded the motion; the vote was unanimous, motion carried. Commissioner Barta was absent.

ADDITIONAL ITEMS FOR THE AGENDA

None.

DELEGATES TO APPEAR BEFORE THE BOARD

None.

FOR DISCUSSION

Joe Neel, Jr. Fund – Playground Improvements

Palmiscno led a discussion on possible uses of the funds provided by Joe Neel, Jr. Funding the playground improvements underway at Optimist Park and Altru Wellness Village by the Neel Fund or the General Fund was discussed. After some discussion, it was decided to postpone the final funding of playground improvements until later in the year.

Choice Health & Fitness – Health Insurance Memberships

Choice Health & Fitness General Manager Orr updated the Board on discussions with the Altru Family YMCA on health insurance memberships and how it affects membership revenue. Orr also updated the Board on the potential of increasing membership rates in 2019. Orr will be meeting with the Altru Family YMCA in July or August to have further discussions on these topics.

FOR ACTION

Riverside Park – Outdoor Rink Options.

Executive Director Palmiscno provided the Board with three options for renovating the Riverside Park outdoor rink. Option 1 would mill and patch high spots, tape cracks, and overlay the entire surface for \$47,200. Option 2 would mill and patch high spots, and overlay low spots for \$16,600. Option 3 would remove the asphalt pavement and hydroseed for \$19,800.

Commissioner LaDouceur made a motion to approve Option 2 to mill and patch high spots, and overlay low spots for \$16,600. Commissioner Dvorak seconded the motion, the vote was unanimous, motion carried. Commissioner Barta was absent.

Appointment to Standing Committees/Other Boards

Superintendent of Finance Hellyer reviewed the list of boards and committees along with the previous commissioners that held the positions.

Commissioner LaDouceur nominated Commissioners Barta and Dvorak for the Grand Forks Parks and Recreation Foundation Board. Seconded by Vice-President Skarperud, the vote was unanimous, motion carried. Commissioner Barta was absent.

Commissioner LaDouceur nominated President Panzer to be the representative on the Grand Forks Youth Hockey Association Board. Seconded by Commissioner Dvorak, the vote was unanimous, motion carried. Commissioner Barta was absent.

Vice-President Skarperud nominated Palmiscno for the Park Dedication Committee with the City of Grand Forks. Seconded by Commissioner LaDouceur, the vote was unanimous, motion carried. Commissioner Barta was absent.

President Panzer appointed himself and Commissioner Barta to the Finance Committee and Vice-President Skarperud and Commissioner LaDouceur to the Parks and Recreation Committee for the Grand Forks Park District. President Panzer inactivated the Facility Committee and the Health and Wellness Committee.

FINANCIAL REPORT

Hellyer reviewed the May 2018 financial reports. Vendor payments for May 2018 were \$1,060,716.16.

Vice-President Skarperud made a motion to approve the financial report for May 2018. Commissioner LaDouceur seconded the motion; the vote was unanimous, motion carried. Commissioner Barta was absent.

STAFF REPORTS

Hellyer reminded the new and re-elected Board members the need to sign the oath at the City of Grand Forks. Hellyer updated the Board on the budget process and gave options for a Park and Recreation Committee meeting along with a Finance Committee meeting prior to the August 7th Board meeting when the preliminary budget will be presented. Hellyer notified the Board that the NDPRA will be hosting a park board commissioner training webinar on July 25th and the NRPA annual conference will be in Indianapolis with an early bird registration deadline of August 1st.

Choice Health & Fitness General Manager Orr went over membership and revenue numbers for May. Orr also updated the Board on various events that will take place in the coming weeks. Orr reported that Ben Nelson, Aquatics Coordinator, has resigned and a replacement will be sought.

Public Relations and Marketing Manager Nelson reported the Marketing Department is working on signage in the parks and facilities throughout the Park District. Nelson also reported on upcoming activities and events.

Palmiscno updated the Board on upcoming activities and park operations. Palmiscno invited the Board for a parks and facility tour August 7th before the next board meeting. Palmiscno offered to Commissioner Dvorak to have an orientation meeting in the next week or two.

BOARD MEMEBERS' REPORT

President Panzer inquired on the process on picking up tree debris from the recent storm. Palmiscno informed the Board on the Park District progress along with the cooperation of the City of Grand Forks to clean up the storm tree damage. The Park District is responsible for the berm trees, but not trees on private property.

ADJOURNMENT

Vice-President Skarperud made a motion at 5:35 p.m. to adjourn. Commissioner Dvorak seconded the motion; the vote was unanimous, motion carried. Commissioner Barta was absent.



Jay Panzer, President



Bill Palmiscno, Executive Director and Clerk