

**PARK DISTRICT OF THE CITY OF GRAND FORKS
PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS
AUGUST 7, 2018**

1ST MEETING - WORK SESSION - PARKS AND FACILITIES TOUR

The Board of Park Commissioners departed from Park District main office, 1060 47th Avenue South, for the parks and facilities tour on Tuesday, August 7, 2018, at 3:30 p.m.

ROLL CALL

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

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

PARKS AND FACILITIES TOUR

All present toured various Park District facilities and parks throughout the City of Grand Forks. Executive Director Palmiscno gave an update on various projects that are in progress.

ADJOURNMENT

Meeting was adjourned at 4:45 p.m.

2ND MEETING - REGULAR MONTHLY MEETING

The Board of Park Commissioners met for their regular monthly meeting on Tuesday, August 7, 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 Skarperud, Commissioners Dvorak and LaDouceur. Commissioner Barta was absent.

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

APPROVAL OF MINUTES FROM JULY 10, 2018

Vice-President Skarperud made a motion to approve the minutes from the July 10, 2018, Board meeting. Commissioner Dvorak 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

Jeff Frane, Alumni President/Advisor for the Kappa Sigma Fraternity, requested the use of University Park on September 7, 2018 from 4:00 p.m. to 11:00 p.m. to host a fundraising concert. The event would be a community wide family event with all proceeds going to the Kappa Sigma Military Hero's Campaign. Frane stated he has support from the UND Police Department and City of Grand Forks Police Department. After some discussion, the general

consensus of the Board was to allow the fundraising concert event to proceed in University Park and to have Palmiscno involved in the planning and logistics of the event.

FOR DISCUSSION

Midyear Project and Operations Update

Palmiscno updated the Board on projects and maintenance items that have been completed or are in the process of being completed in 2018.

FOR ACTION

2019 Preliminary Budget

Superintendent of Finance Hellyer presented to the Board the preliminary 2019 budget. The preliminary 2019 budget includes a mill levy of 39.06 mills, a decrease of 0.11 mills from 2018. The preliminary budget being considered does not include a tax increase for the revaluation portion of property values. The portion of the tax increase taken is from new growth, which helps support the new parks and areas of the city that are coming online. The value of the mill was \$221,316.00 for 2018 and is projected to be \$255,907.00 for 2019. The preliminary budget includes increased King's Walk Golf Course rates for 2019, one full-time staff addition for Purpur/Ulland, salary increases of 3%, and equipment purchases.

Commissioner LaDouceur made a motion to approve the 2019 preliminary budget. Commissioner Dvorak seconded the motion, the vote was unanimous, motion carried. Commissioner Barta was absent.

FINANCIAL REPORT

Hellyer reviewed the June 2018 financial reports. Vendor payments for June 2018 were \$739,806.58.

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

STAFF REPORTS

Hellyer distributed an updated version of the Parks and Recreation Committee minutes from July 13, 2018. Hellyer updated the Board on the drone project at King's Walk and indicated the Memorandum of Understanding was close to being ready to be signed. Hellyer stated the final budget will be presented at the Board meeting on October 2, 2018.

Choice Health & Fitness General Manager Orr went over July memberships and June revenue numbers. Choice Health & Fitness will be performing their annual deep cleaning and touch up painting this year starting August 13, 2018. The pool will be closed from August 13th through the 19th, the racquetball courts will be closed for resurfacing August 16th through the 20th, the upstairs group exercise areas will be closed for resurfacing from August 16th through the 23rd, and the entire facility will be closing at 3:00 p.m. on August 17th for painting, maintenance, and cleaning. Then will reopen on August 20th. Fall hours will begin on September 4th. A survey was sent to the outdoor volleyball league captains and of the 25 responses received, the most requested item was to replace and upgrade the courts with adjustable net poles. Choice Health & Fitness is looking at increasing membership rates in 2019. A membership rate increase proposal will be provided at the next Board meeting.

Sports and Facilities Manager Arola updated the Board on facility maintenance at various locations.


Palmiscno updated the Board on upcoming activities and park operations. Palmiscno also updated the Board on rounds played at King's Walk and Lincoln Golf Courses.

BOARD MEMEBERS' REPORT

Vice-President Skarperud stated he was approached by a member at King's Walk about the possibility of forming a King's Walk specific committee that includes King's Walk members to make suggestions to improve the course. Hellyer will follow up on the possibility with Head Golf Professional Tannahill.

ADJOURNMENT

Commissioner LaDouceur made a motion at 5:41 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