

**PARK DISTRICT OF THE CITY OF GRAND FORKS
PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS
APRIL 11, 2017**

The Board of Park Commissioners met for their regular monthly meeting on Tuesday, April 11, 2017 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, and Commissioner Skarperud. Commissioners Barta and Soeby were absent.

APPROVAL OF MINUTES FROM MARCH 7, 2017 BOARD MEETING

Vice President LaDouceur made a motion to approve the minutes from the March 7, 2017 Board Meeting. Commissioner Skarperud seconded the motion; the vote was unanimous. Commissioners Barta and Soeby were absent

ADDITIONAL ITEMS FOR THE AGENDA

Executive Director Palmiscno presented three additional items to be added to the agenda. The items are granting the City an easement on the corner of Columbia Road and 17th Avenue South for a sidewalk, giving the City a quit claim deed for a water retention area located at Lot 7 Block 2 of the Crary 3rd Re-subdivision, and applying for the Garrison Diversion Conservancy District Grant.

Commissioner Skarperud made a motion to approve the three additional items for the agenda. Vice President LaDouceur seconded the motion; the vote was unanimous. Commissioners Barta and Soeby were absent

DELEGATES TO APPEAR BEFORE THE BOARD

None.

FOR DISCUSSION

Eagles Crest Update

Paul Waind presented a report on Eagles Crest Grill to the Board. Waind discussed the results of 2016 and gave an outlook for 2017. Staffing issues, equipment repairs, and an equipment replacement plan were also discussed.

FOR ACTION

Beverage Bid

Superintendent of Finance Hellyer presented to the Board an analysis on the results of the beverage bids. Coke and Pepsi each submitted a bid for both a shared contract and an exclusive contract. Vern Brossart with Coke and George Norlin with Pepsi were both in attendance to clarify any questions. A discussion of the bids followed. It was suggested that the beverage bid be tabled until the May board meeting.

Vice President LaDouceur made a motion to table the beverage bid until the May Board Meeting. Commissioner Skarperud seconded the motion; the vote was unanimous. Commissioners Barta and Soeby were absent.

Eagles Arena – Compressor Retrofit

Palmiscno presented to the Board quotes from Midwest Refrigeration and Lunseth Plumbing and Heating to retrofit the compressor with a different type of Freon system at Eagles Arena. Staff recommended approving the project with expenses being paid from the General Fund's carryover balance.

Commissioner Skarperud made a motion to approve the Midwest Refrigeration quote. Vice President LaDouceur seconded the motion; the vote was unanimous. Commissioners Barta and Soeby were absent.

Vice President LaDouceur made a motion to approve the Lunseth Plumbing and Heating quote. Commissioner Skarperud seconded the motion; the vote was unanimous. Commissioners Barta and Soeby were absent.

Tree Removal Bid

Forestry Operations Manager, Mike Fugazzi, presented the tree removal bids to the Board. Staff recommended to accept the low bid from Gary's Tree Removal.

Vice President LaDouceur made a motion to approve the tree removal bid from Gary's Tree Removal. Commissioner Skarperud seconded the motion; the vote was unanimous. Commissioners Barta and Soeby were absent.

Memo of Understanding for Forestry Storm Related Emergencies

Fugazzi presented to the Board an updated Memo of Understanding for Forestry Storm Related Emergencies between Grand Forks, Fargo, and Bismarck. The purpose of the memo is to assist other communities in the event of a major storm.

Commissioner Skarperud made a motion to approve the Memo of Understanding for Forestry Storm Related Emergencies. Vice President LaDouceur seconded the motion; the vote was unanimous. Commissioners Barta and Soeby were absent.

Grand Forks Youth Hockey Association Agreement

Hellyer presented the Grand Forks Youth Hockey Association Agreement to the Board. The two-year agreement would expire on March 31, 2019. The Hockey Association approved the agreement at their March 27, 2017 Board meeting.

Vice President LaDouceur made a motion to approve the Grand Forks Youth Hockey Association Agreement. Commissioner Skarperud seconded the motion; the vote was unanimous. Commissioners Barta and Soeby were absent.

2016 Audit Report

Hellyer presented to the Board the 2016 Audit Report and went over the summary of funds worksheet for 2016. Brady Martz had no management comments.

Vice President LaDouceur made a motion to accepted the 2016 Audit Report. Commissioner Skarperud seconded the motion; the vote was unanimous. Commissioners Barta and Soeby were absent.

17th Avenue South Sidewalk Easement

Palmiscno presented the 17th Avenue South Sidewalk Easement that would enable the city to install a turning lane from Columbia Road onto 17th Avenue South.

Commissioner Skarperud made a motion to approve the 17th Avenue South Sidewalk Easement. Vice President LaDouceur seconded the motion; the vote was unanimous. Commissioners Barta and Soeby were absent.

Quit Claim Deed – Crary Third Re-Subdivision Lot 7 Block 2

Palmiscno presented the quit claim deed that would transfer the property at 58th Street and Cherry, currently a holding pond, to the City of Grand Forks.

Vice President LaDouceur made a motion to approve the quit claim deed – Crary Third Re-Subdivision Lot 7 Block 2. Commissioner Skarperud seconded the motion; the vote was unanimous. Commissioners Barta and Soeby were absent.

Garrison Diversion Conservancy District Grant Application.

Palmiscno presented the grant applications that could provide additional funds at Ryan Lake and Altru Wellness Village for playground equipment.

Commissioner Skarperud made a motion to approve the Garrison Diversion Conservancy District Grant Applications. Vice President LaDouceur seconded the motion; the vote was unanimous. Commissioners Barta and Soeby were absent.

FINANCIAL REPORT

Hellyer reviewed the February 2017 financial report. Vendor payments for February 2017 were \$1,584,086.18.

Commissioner Skarperud made a motion to approve the February 2017 financial report. Vice President LaDouceur seconded the motion; the vote was unanimous. Commissioners Barta and Soeby were absent.

STAFF REPORTS

Hellyer reported the Park District is in the final year of the current three-year salary study. Hellyer will be evaluating vendors that provide these services. Hellyer updated the Board on pertinent legislative items including HB 1361 relating to property tax limitations, HB 2206 relating to county social services funding going to the state from the counties, and SB 2288 relating to a consolidated taxpayer notice.

General Manager of Choice Health & Fitness Orr reported on memberships. Orr updated the Board on various upcoming events, tournaments, and programming. He also advised the Board on the continued corrective action taking place on the imperfections on the indoor tennis courts. Parking lot striping will be done after the switch to summer hours following Memorial Day.

King's Walk Head Golf Pro Tannahill discussed a proposal about private golf carts at King's Walk. It was decided to have the Parks and Recreation Committee meet and discuss the matter before the next Board meeting.

Public Relations and Marketing Manager Nelson reported that the summer recreation guide was mailed to all Grand Forks homes. She also stated that the new Grand Forks Park District logo is being installed throughout the system.

Palmiscno stated the parks are ready for the season. Palmiscno updated the Board on the status of a potential cell tower located at University Park.

BOARD MEMEBERS' REPORT

None.

ADJOURNMENT

Vice President LaDouceur made a motion at 6:13 p.m. to adjourn. Commissioner Skarperud seconded the motion; the vote was unanimous, motion carried. Commissioners Barta and Soeby were absent.


Jay Panzer, President


Bill Palmiscno, Executive Director and Clerk