

**PARK DISTRICT OF THE CITY OF GRAND FORKS
PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS
April 5, 2016**

The Board of Park Commissioners met for their regular monthly meeting on Tuesday, April 5, 2016, in the Choice Health & Fitness community room, 4401 South 11th Street, at 5:00 p.m.

ROLL CALL

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

APPROVAL OF MINUTES FROM MARCH 1, 2016

Commissioner Barta made a motion to approve the minutes from the March 1, 2016 Board Meeting. Vice- President LaDouceur seconded the motion; the vote was unanimous, motion carried. Soeby absent.

ADDITIONAL ITEMS FOR THE AGENDA

None.

DELEGATES TO APPEAR BEFORE THE BOARD

None.

FOR DISCUSSION

Sponsorship Revenue and Inventory Update

Preston Dahl with ICON Sports Marketing provided a power point presentation to the Board with the updates on advertising and sponsorship revenue and an outlook for 2016.

FOR ACTION

Parking Lot Bids and Resolutions

Mike Korman and Keith Miller with CPS, Ltd. were present to answer any questions regarding the parking lot bids. Opp Construction was the winning bid. The base bid includes the following: Kiwanis Park parking lot, Lincoln Golf Course parking lot, Apollo Park concourse, Veterans Memorial Park parking lot, Ryan Lake parking lot, phase 1 of the Ulland Park parking lot, Altru Wellness Village (entrance drive), Richard's West parking lot, and various maintenance projects. Phase 2 and 3 are completing the Ulland Park parking lot.

Commissioner Barta made a motion to approve Opp Construction parking lot base bid and Ulland Park phase 2 and 3 along with engineering costs and contingency, not to exceed the amount of \$2,000,000. Vice-President LaDouceur seconded the motion; the vote was unanimous, motion carried. Soeby absent.

Commissioner Skarperud made a motion to approve the Resolution Approving Contractors Bond. Commission Barta seconded the motion; the vote was unanimous, motion carried. Soeby absent.

A discussion followed that Executive Director Palmiscno would approve change orders as long as the maximum contract stayed under \$2,000,000.

Tree Removal Bids

Mike Fugazzi, Forestry Operations Manager, presented to the Board the DED tree bids from the bid opening on March 31, 2016. Six companies requested bid packets, and three companies turned in bids. Boe's Tree Care was the winning bid.

Vice-President LaDouceur made a motion to approve Boe's Tree Care for tree removals. Commissioner Skarperud seconded the motion; the vote was unanimous, motion carried. Soeby absent.

Resolution to Sell Used Equipment

Palmiscno presented to the Board a list of miscellaneous used equipment that the Park District would like to sell. The equipment bid will be awarded to the highest bidder. The bid opening will take place at ICON Sports Center on April 15, at 9:00 a.m.

Commissioner Barta made a motion to approve the resolution to sell used equipment. Vice-President LaDouceur seconded the motion; the vote was unanimous, motion carried. Soeby absent.

FINANCIAL REPORT

Superintendent of Finance Hellyer reviewed the February 2016 financial reports and noted that the February 2016 vendor bills totaled \$1,061,809.44.

Commissioner Skarperud made a motion to approve the financial report for February 2016. Vice-President LaDouceur seconded the motion; the vote was unanimous, motion carried. Soeby absent.

STAFF REPORTS

Hellyer reported that the petitions for the Board member re-election is due to the city by April 11. Hellyer reported that on March 14 a meeting was held with the Parks and Recreation Committee. There was discussion about private golf cart proposal that will be listed on an upcoming Board meeting agenda. Hellyer reported, as requested, that the Coke and Pepsi quarterly case sales are within a few cases. He also reported that the budgeted garbage truck and two golf course mowers have been bid and ordered.

Choice Health & Fitness General Manager Orr reported the adult Grand Am basketball tournament went well, and the Jr. Grand Am will be held on April 7-10. Choice Health & Fitness will be hosting the Choice Triathlon on April 30. He also reported that the wall brackets in the tennis area have been addressed.

Public Relations and Marketing Manager Nelson reported that King's Walk Golf Course and Lincoln Golf Course have a virtual tour of the courses posted on the websites. The current updates of the websites for King's Walk Golf Course and Lincoln Golf Course allow online purchase of memberships and gift cards.

Fugazzi, reported that Grand Forks is the longest running "Tree City USA" in North Dakota and will host the state Arbor Day on May 19 at Kiwanis Park, 9:30 a.m.


Palmiscno updated the Board on various upcoming events.

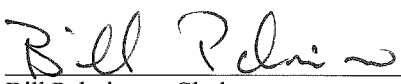
BOARD MEMEBERS' REPORT

President Panzer reported a customer had made it a point to let him know of an office situation where his issue was resolved and the customer was very appreciative.

ADJOURNMENT

Vice-President LaDouceur made a motion at 5:36 p.m. to adjourn. Commissioner Barta seconded the motion; the vote was unanimous, motion carried. Soeby absent.


Jay Panzer, President


Bill Palmiscno, Clerk