

**PARK DISTRICT OF THE CITY OF GRAND FORKS
PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS
FEBRUARY 6, 2018**

The Board of Park Commissioners met for their regular monthly meeting on Tuesday, February 6, 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 Barta and Soeby. Commissioner Skarperud was absent.

APPROVAL OF MINUTES FROM JANUARY 9, 2018

Vice President LaDouceur made a motion to approve the minutes from the January 9, 2018 Board meeting. Commissioner Barta seconded the motion; the vote was unanimous, motion carried. Commissioner Skarperud was absent.

ADDITIONAL ITEMS FOR THE AGENDA

None.

DELEGATES TO APPEAR BEFORE THE BOARD

None.

FOR DISCUSSION

None.

FOR ACTION

Appointment to Local Government Advisory Committee

Executive Director Palmiscno presented to the Board changes to the ND Century Code for tax incentives procedural requirements. The City of Grand Forks staff is recommending putting together a Local Government Advisory Committee to review applications for tax incentives. The Park District would have one non-voting individual on this committee. Palmiscno volunteered to sit on this committee.

Commissioner Soeby made a motion to appoint Palmiscno to serve on the Local Government Advisory Committee for the Park District. Vice President LaDouceur seconded the motion, the vote was unanimous, motion carried. Commissioner Skarperud was absent.

Investment Policy Statement on Old Pension Plan

Superintendent of Finance Hellyer presented to the Board an updated Investment Policy Statement for the single employer defined benefit pension plan. Changes are being recommended by the ND Retirement and Investment Office (NDRIO). The NDRIO is working to standardize the Investment Policy Statements of all their clients, including NDPERS and TFFR. The change to the policy would affect the asset mix section of the policy to reduce specificity within the three broad asset classes.

Commissioner Soeby made a motion to accept the Investment Policy Statement update for the single employer defined benefit pension plan as presented. Commissioner Barta seconded the motion, the vote was unanimous, motion carried. Commissioner Skarperud was absent.

FINANCIAL REPORT

Hellyer reviewed the December 2017 financial reports. Vendor payments for December 2017 were \$716,433.09. Hellyer also gave a yearend review of the Park District and Foundation funds comparing preliminary pre-audited December YTD to the 2017 budget.

Vice President LaDouceur made a motion to approve the financial report for December 2017. Commissioner Barta seconded the motion; the vote was unanimous, motion carried. Commissioner Skarperud was absent

STAFF REPORTS

Hellyer reported that budgeted parks and golf course equipment is being bid with an opening on February 12th. Hellyer stated that the Forestry Department has taken out over 120 dead and diseased trees from the Lincoln Golf Course this winter. Hellyer also informed the Board that Brady Martz will be starting their annual audit on February 12th.

Choice Health & Fitness General Manager Orr went over the membership and revenue numbers for January. Orr also updated the Board on various events that will take place in the coming months. Choice Health & Fitness is in the process of hiring a full-time personal training coordinator.

Public Relations and Marketing Manager Nelson reported the Marketing Department is preparing the Spring/Summer Recreation Guide. Nelson also reminded the Board that Giving Hearts Day is on February 8th.

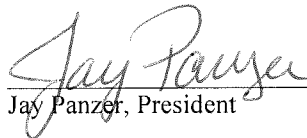
Palmiscno updated the Board on upcoming hockey tournaments being held at Park District facilities. Palmiscno also informed the Board that the window replacements at First Season Community Center are on hold until the weather improves and the new sound system at Eagles Arena is being installed. Palmiscno also advised the Board on the incident at Eagles Arena on January 20, 2018 involving a young girl being hit by a strip of plywood falling from a railing. The Park District insurance carrier, NDIRF, is investigating the incident and is planning to cover qualifying expenses. Steps were taken to further secure the strip of plywood to the railing so the incident does not happen again.

BOARD MEMEBERS' REPORT

President Panzer was approached by a citizen on the status of foot showers at the sand volleyball courts at Bringewatt Park. Orr advised the Board of several potential improvements that need to be done to the sand volleyball courts at Bringewatt Park. Orr will be meeting with the sand volleyball group and prioritizing improvements that can be done with the amount that has been budgeted.

ADJOURNMENT

Commissioner Barta made a motion at 5:18 p.m. to adjourn. Commissioner Soeby seconded the motion; the vote was unanimous, motion carried. Commissioner Skarperud was absent.


Jay Panzer, President


Bill Palmiscno, Executive Director and Clerk