

**PARK DISTRICT OF THE CITY OF GRAND FORKS
PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS
JANUARY 7, 2014**

AGENDA

ROLL CALL

The Board of Park Commissioners met for their monthly meeting on Tuesday, January 7, 2014, in the Park District Board meeting room, 1210 7th Avenue South, at 5:00 p.m. Present were Commissioners LaDouceur, Panzer, Skarperud and Soeby. Commissioner Barta was absent.

APPROVAL OF MINUTES FROM DECEMBER 3, 2013

A motion was made by Commissioner LaDouceur to approve the minutes from the December 3, 2013 Board meeting. Seconded by Commissioner Skarperud; motion carried.

APPROVAL OF ADDITIONAL ITEMS FOR THE AGENDA

Commissioner LaDouceur requested to add for discussion under item b, discuss policy procedures for travel hockey.

A motion was made by Commissioner LaDouceur to add for discussion under item b, discuss policy procedures for travel hockey. Seconded by Commissioner Skarperud; motion carried.

DELEGATES TO APPEAR BEFORE THE BOARD

None.

FOR DISCUSSION

KING'S WALK BOND REFINANCING

Superintendent of Finance George Hellyer explained that we are able to refinance King's Walk Golf Course bond at a considerable savings. Hellyer recommends we refinance over 9 years and take advantage of the interest savings. All commissioners agreed to that. Hellyer will visit with PFM and the bond bids will be brought back to the February meeting for action.

POLICYS AND PROCEDURES FOR TRAVEL HOCKEY

Commissioner LaDouceur had concerns that two hockey teams traveled in questionable weather last weekend. As the Hockey program is managed by the Grand Forks Youth Hockey Association the issue will be brought to their board by the Park District Representative, Commissioner Panzer.

FOR ACTION

MARKETING/SPONSORSHIP REPRESENTATION AGREEMENT

Hellyer provided an overview of the exclusive representation rights agreement that will allow ICON Sports Marketing (ISM) to communicate with businesses in the community to gauge interest in the marketing sponsorship opportunities. Should there be adequate interest shown letters of intent will be signed by the interested parties prior to any equipment being purchased. Jenny Arel of ISM was present and Kirk Simet of ISM was available for questions via conference call. There is no cost to the Park District at this time.

A motion was made by Commissioner Skarperud to approve the exclusive representation rights agreement with ICON Sports Marketing. Seconded by Commissioner LaDouceur; motion carried.

AWARD FORESTRY PICK-UP BID

Forestry Manager Mike Fugazzi presented the bids received for a 2014 2 WD Pick-Up. Hatton Ford had the low bid of \$18,880.00.

A motion was made by Commissioner LaDouceur to approve Hatton Ford for the bid of \$18,880.00. Seconded by Commissioner Soeby; motion carried.

AWARD 2014 FLOWER BID

Fugazzi presented the bids received for the 2014 Flower bids. Bergen's Greenhouse had the low bid of \$6,188.65.

A motion was made by Commissioner LaDouceur to approve Bergen's Greenhouse for the bid of \$6,188.65. Seconded by Commissioner Skarperud; motion carried.

APPOINT PLANNING AND ZONING COMMITTEE MEMBER

The five year term for the Planning and Zoning Committee Representative expired November 20, 2013. Soeby would like to continue her role on the Planning and Zoning Committee.

A motion was made by Commissioner LaDouceur to approve appointing Commissioner Soeby to the Planning and Zoning Committee. Seconded by Commissioner Skarperud; motion carried.

JOINT POWERS AGREEMENT FOR ELECTIONS

A motion was made by Commissioner Skarperud, to approve the joint powers agreement for elections with Grand Forks County. Seconded by Commissioner LaDouceur; motion carried.

DESIGNATE BANK DEPOSITORIES

A motion was made by Commissioner Soeby, to approve Alerus Financial, Bremer Bank, Choice Financial and The Bank of New York Mellon Trust Company, N.A as authorized bank depositories. Seconded by Commissioner Skarperud; motion carried.

DESIGNATE OFFICIAL NEWSPAPER

A motion was made by Commissioner Skarperud, to approve The Grand Forks Herald as the official newspaper. Seconded by Commissioner LaDouceur; motion carried.

FINANCIAL REPORTS

All reports were accepted as presented.

BILLS TO BE APPROVED FOR DECEMBER 2013

A motion was made by Commissioner LaDouceur, to approve the bills for December 2013 in the amount of \$2,978,445.37 for the Park District. Seconded by Commissioner Skarperud; motion carried.

SUPERINTENDENTS' REPORTS

Superintendent Cam Tweten provided the overview for Choice Health & Fitness. The membership numbers through December 2013 were strong and have been continuing to grow going into January. The outdoor tennis courts are being re-bided and the bids will be brought to the February Board meeting. There have been some theft or prank issues in the hallway of the tennis courts so Tweten will look into the cost of adding a

camera to that hallway. The overhead door in the tennis area has a gap where the concrete settled and is letting in cold air and snow. Tweten will contact PS Doors to find a solution.

Hellyer updated the Board on a new financial package software, Microsoft Great Plains that is being purchased to replace FinTrac. The software is more user friendly and the annual maintenance fee is approximately half of what is currently billed for FinTrac.

Director Bill Palmiscno provided the Recreation report. The Parks department is working on scraping and re-flooding rinks. There were roughly 14 rentals for Santa Village located in the Lincoln Park clubhouse.

King's Walk Golf Course report showed 26,197 rounds of golf sold for the 2013 season. It also showed 384 memberships sold to date. Lincoln Golf Course report showed 16,749 rounds of golf sold for the 2013 season.

Forestry reported 20 request calls answered, along with 208 trees pruned, 1 non DED tree removed. Forestry crew also spent 6 days on snow removal.

BOARD MEMBERS' REPORTS

Soeby provided an update on the Healthy Concessions Policy she has been working on. Information will be sent to each Commissioner that will have a list of foods that will and will not be allowed. This will be an example of what the menu will have.

EXECUTIVE SESSION

None.

ADJOURNMENT

A motion was made by Commissioner LaDouceur at 6:03 p.m. to adjourn. Seconded by Commissioner Soeby; motion carried.



Bill Palmiscno, Clerk



Jay Panzer, President