

**PARK DISTRICT OF THE CITY OF GRAND FORKS  
PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS  
SEPTEMBER 6, 2011**

**AGENDA**

**ROLL CALL**

The Board of Park Commissioners met for their monthly meeting on Tuesday, September 6, 2011, in the Park District Board meeting room at 5:00 p.m. Present were Commissioners Bollman, Panzer, Skarperud and Soeby. Not present was Commissioner LaDouceur.

**APPROVAL OF MINUTES FROM AUGUST 2, 2011**

A motion was made by Commissioner Panzer to approve the minutes from the August 2, 2011 Board meeting. Seconded by Commissioner Skarperud; motion carried.

**APPROVAL OF ADDITIONAL ITEMS FOR THE AGENDA**

None.

**DELEGATES TO APPEAR BEFORE THE BOARD**

None.

**FOR DISCUSSION**

**MPO TRAFFIC REPORT AT CHOICE HEALTH & FITNESS**

Nancy Ellis from the Grand Forks – East Grand Forks MPO addressed the Board on South Washington traffic and Choice Health & Fitness. She handed out copies of the presentation that was made to City Council. They had been asked by the Engineering Department to look at the traffic impact that Choice Health & Fitness will have on South Washington from 32<sup>nd</sup> to 47<sup>th</sup> Avenue. They also looked at traffic areas from multimodal, as far as, bike, pedestrian and transit routes for busing and traffic control. Their long term planning goes through 2035. This advance study helps plan for funding for needed projects along with grants that may be available. There are already some issues at the intersection of 40<sup>th</sup> and South Washington. A street light is currently scheduled to be installed in 2014. They have recommended this be moved up to 2013 because the 2012 development projects are already in place.

The report showed where turn lanes are recommended to be added, along with the addition of 11<sup>th</sup> Street, between 40<sup>th</sup> and 44<sup>th</sup>. There will be an exclusive right turn lane and shared left turn/through lane. Ellis highlighted several recommendations that they have presented to help with traffic flow to and from the facility.

Bike traffic was reviewed. The paths are located behind the center which will connect to existing sidewalks and paths. The locations of sidewalks were also reviewed. There are possible Livability Grants to help with this. They should know more by October. This grant was done in different phases with the Choice Health & Fitness area included in the first phase. Pete Haga is the City contact for this.

The grant for the bus shelter is still in the works, not sure what the progress is at this time. They are looking at building bus shelters both on the west side of 11<sup>th</sup> along with one connected directly onto the Choice Health & Fitness building.

The interconnect fiber has already been installed, so by 2012 all the traffic signals will operate all the way down to 47<sup>th</sup>. They show 11<sup>th</sup> Street as having 3 lanes by 2035.

A link to the draft report can be found at:

<http://www.theforksmmpo.org/DraftSoWashStCorridorStudy12july11.pdf>

### **PARKING LOT REPORT**

Mike Korman and Melissa Knutson, from CPS addressed the Board with the results from their pavement study. The goal is to develop a short-term (5-10 year) maintenance plan outline based on prioritized budget. An analysis has been completed on current pavement network condition along with projected deterioration of pavement network. Maintaining the surfaces upfront can save in the long-term upkeep of these services. They analyzed the current condition of all these areas and formed a projection on what the condition of these surfaces would be in ten years down the road. They are looking at a five year maintenance plan and gave their recommendations of work that needs to be done now along with projected maintenance for upgrades in the future. General maintenance and rehab does need to be done. They have separated the asphalt from the concrete areas because there is a difference in maintaining their surfaces.

Their preliminary opinions of probable costs show four priority areas (M&R on King's Walk Golf Course parking lot and roadway, reconstruct Lincoln Golf Course parking lot, reconstruct Sertoma Park parking lot, construct additional parking area at Gambucci Arena) is estimated to cost around \$665,000.

Remaining maintenance and rehabilitation recommended for implementation within the next five years is \$535,000. The cost is estimated around \$1,330,000 to add concrete to Ulland.

Recommended repairs were not included for King's Walk cart paths because they do not see these as cost-effective at this time. They are in fairly good condition at present and by waiting until we need to replace the entire path area would save on the disruption of the course itself along with easier access to complete the project.

Nothing was recommended for the bottom level of the Lincoln Golf parking lot because it is no longer used. They did analyze the condition of the area and modifications that would need to be done if it was to be used in the future.

Optimist Park was discussed and depending on what is planned for the park itself, would decide what needs to be done to reconfigure it's parking lot.

Bill Palmiscno will check with the School District for cost share on the Elks Pool, Apollo Complex, Lions Park and Eagles Arena parking lots. They have done this in the past because they also utilize these parking lots.

Korman and Knutson welcome any modifications or additions based on tonight's discussion as they prepare their final report.

## **ND PERS RETIREMENT CONTRIBUTION INCREASE**

Superintendent George Hellyer addressed the Board on the ND PERS Retirement plan. North Dakota Legislature has approved an increase of 2% for January 2012 and 2% for January 2013. The reason for the State legislature increase is to get the ND PERS plan to 100% funded status (73% funded as of 7/1/10).

The Park District pays 5.26% at present with the employees contributing 4%. The employees contribute their amount on a pre-tax basis. The Park District can share the 2% annual increase with the employee (1% paid by Park District and 1% by employee) or the Park District can pay the entire amount of the 2% increase each year. There are also options to make this contribution by the employee on a pre-tax or post-tax basis. The state leaves it up to each employer to make their own decision on how the deductions are done. The deadline to submit the election form is September 30, 2011 for this increase.

No action was taken at this time.

## **FUTURE TWO-SHEET ICE RINK**

Director John Staley informed the Board on steps that are being taken on the possibility of a two-sheet ice rink to be located by the new Choice Health & Fitness location. He stated that the Blue Line Club has committed \$2.5 million toward the project in matching funds.

A study committee is being formed and will start meeting this month. Gary Harris, Development Officer, will be the Staff person on the committee. This committee has been formed to help find out key details, such as, the traffic it would generate, the economic impact on the area, along with the interest, commitment and support from the community.

This arena is projected to cost anywhere from \$5 to \$7 million dollars. The object is for the arena to be a very functional arena that will be user friendly and tournament friendly. It would take some of the pressure off and expand the life of the current arenas.

John Staley reiterated that this project is not a for-sure thing. We need to assess the situation and decide if it is the right move for us at this time.

## **FOR ACTION**

### **PRELIMINARY 2012 BUDGET**

Superintendent George Hellyer presented the Board with an update on the 2012 preliminary budget. As for the Government Funds, the General Fund has no significant changes. Forestry will be purchasing a large areal lift so it's Fund does show a negative amount at this time. The Recreation Fund does not have any significant changes at this time either.

Other points of interest are the Social Security Fund. An increase of 0.3 mills has been added in to help get the pension fund from 69% to the recommended 100% funded. This increase would not bring us completely to 100%, but would help us work towards the actuary recommended contribution payment. The Social Security Fund budget includes the ND PERS increase of \$5,000. The carry-over from the Special Assessments and General Obligation Funds will depend on the mill

increase this year. 1 mill increase is equal to \$4.50 for every \$100,000 home owner. BlueCross BlueShield has estimated a 4% increase for health insurance. Capital and Betterment shows a deficit amount, but the payment still due in from UND will help to offset that deficit amount.

The Enterprise Funds are as follows. Lincoln Golf is looking at going from renting golf carts to purchasing carts from King's Walk. King's Walk Golf is looking at an estimated 2 – 5% rate increase along with additional staffing, chemical and \$55,000 rough mower purchases. The Golf Committee will come with their recommendations also. Center Court Fitness Club (9 months) and Choice Health & Fitness (3 months) are looking at additional staffing. Donations and bond payments are on track.

George Hellyer informed the Board that the Parkland Expendable Trust has added \$125,000 to our 8% land monies. He also went over different options depending on what mill increase is approved.

Commissioner Jay Panzer stated that something has to be done with special assessments. They have gone down roughly 8 mills over the last 6 years and by looking at our upkeep and expansion of our parking lots along with the parks growing like they have been, something needs to be done to help keep up with what is needed.

A motion was made by Commissioner Panzer to approve the preliminary budget with an increase of 2 mills for special assessments and increasing the social security fund by 0.3 mills along with a decrease in the general obligation bond by 0.3 mills. Seconded by Commissioner Soeby; motion carried.

#### **CHOICE HEALTH & FITNESS CONCESSION SELECTION REPORT**

Superintendent Bill Palmiscno updated the Board on the concession selection for Choice Health & Fitness. The Choice Health & Fitness Food & Beverage panel, (Jay Panzer, Molly Soeby, Dick Olson, Cam Tweten and Bill Palmiscno) received proposals for the food and beverage services from two parties, 1) Café Sprouts, Kavita Rami and Chris Rood, 2) Paul Waind Enterprises.

The panel recommends Café Sprouts to run the concession at Choice Health & Fitness. Three requirements to be included in the contract are 1) Events in which Café Sprouts is unable to accommodate, will be directed to Eagles Crest, 2) Choice Health & Fitness members will have the ability to charge purchases on their Choice membership accounts and 3) Once \$500,000 of product has run through that a 3% increase be added along with a 5% increase at \$750,000. A contract between Café Sprouts and Grand Forks Park District will be completed within 60 days after approval.

A motion was made by Commissioner Soeby to approve Café Sprouts as the new cafe for Choice Health & Fitness with the three stipulations mentioned. Seconded by Commissioner Panzer; motion carried.

#### **FINANCIAL REPORTS**

All reports were accepted as presented.

#### **BILLS TO BE APPROVED FOR AUGUST 2011**

A motion was made by Commissioner Panzer to approve the bills for August in the amount of \$563,238.12 for the Park District. Seconded by Commissioner Skarperud; motion carried.

## SUPERINTENDENTS' REPORTS

All reports were accepted as presented.

Superintendent Bill Palmiscno reported that the pumps in the river at King's Walk Golf are down at the moment. We are hoping to have them fixed and up and running as soon as possible. Park's crew is busy setting up Bringewatt Park for soccer along with mowing and general park maintenance.

Bill Palmiscno also reported that it was a very good season for the pools. Riverside Pool usage was down slightly from last year, but Elks Pool use was up.

Cam Tweten reported the start of fall hours at Center Court Fitness Club today, September 6<sup>th</sup>. Several tennis tournaments are coming up. He also mentioned that they are busy with the Choice Financial 10K Run to be held Saturday, September 10<sup>th</sup>. He stated that this will become an annual run. All funds that are made have been dedicated to the Grand Forks Parks & Recreation Foundation through the Choice Financials Scholarship Program to support the future of youth in our community. The Potato Bowl run is scheduled for Friday, September 23<sup>rd</sup>.

Mike Fugazzi reported 47 DED removals in August. He also reported 134 request calls answered, along with 730 trees pruned, 90 non-DED removals, 15 days scouting for DED and 37 stumps were removed. Fugazzi stated that volunteers are welcome for the Community Tree Planting event with Xcel Energy scheduled for Saturday, September 10<sup>th</sup> @ 9:00 a.m. This event will take place on the Greenway at North 3<sup>rd</sup> Street and 7<sup>th</sup> Avenue North.

King's Walk reported 4,593 rounds for August with a year-to-date total of 20,556. Lincoln had 3,991 rounds for August with a year-to-date total of 14,113 rounds of golf.

## BOARD MEMBERS' REPORTS

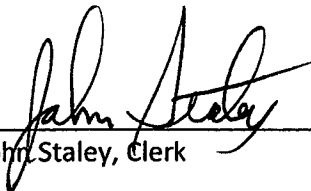
Director Staley reported that golf revenue is up this year and so we were able to add into the budget the addition of some Gypsum to the soil, along with, edging sand traps and increasing the amount of thatching at King's Walk Golf Course to help with the long-term upkeep of the soil.

## EXECUTIVE SESSION

None.

## ADJOURNMENT

A motion was made by Commissioner Soeby to adjourn. Seconded by Commissioner Panzer; motion carried.

  
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John Staley, Clerk

  
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Jim Bollman, President