

**PARK DISTRICT OF THE CITY OF GRAND FORKS  
PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS  
JULY 2, 2013**

**AGENDA**

**ROLL CALL**

The Board of Park Commissioners met for their monthly meeting on Tuesday, July 2, 2013, in the Park District Board meeting room at 5:00 p.m. Present were Commissioners Barta, LaDouceur, Panzer, Skarperud, and Soeby.

**APPROVAL OF MINUTES FROM JUNE 4, 10 & 18, 2013**

A motion was made by Commissioner Skarperud to approve the minutes from the June 4, 10 & 18, 2013 Board meetings. Seconded by Commissioner Barta; motion carried.

**APPROVAL OF ADDITIONAL ITEMS FOR THE AGENDA**

A motion was made by Commissioner Barta to add to the agenda, under "for action", Ice Arena Building Bids. Seconded by Commissioner Skarperud; motion carried.

A motion was made by Commissioner Soeby to add to the agenda, under "for discussion", Park District Food Offering. Seconded by Commissioner Barta; motion carried.

A motion was made by Commissioner Soeby to add to the agenda, under "for discussion", NRPA Conference. Seconded by Commissioner LaDouceur; motion carried.

**DELEGATES TO APPEAR BEFORE THE BOARD**

None.

**FOR DISCUSSION**

**KING'S WALK EASEMENT**

Director Bill Palmiscno provided an email from Park District Attorney Dick Olson. Olson is in the process of receiving a survey to provide for an easement to allow the Augusta Townhome Association to provide for additional maintenance for a small (approximately 300 sq. ft.) area of maintenance in order to continue to maintain the area along the northern boundary line of Deacon's Garden including mowing and weed control of a small area in front of 2436 Augusta Drive. This easement will benefit both the property at 2436 Augusta Drive and the Augusta Townhome Association and will not in any way effect the operation of the golf course. This easement will be subject to the ball retrieval easement of 10 feet. Easement and surveying costs will be paid by the owner of the property and there is an additional donation that is being made by the current property owner to the Park District. Easements will be drafted in accordance with the survey.

A motion was made by Commissioner Skarperud to approve the King's Walk easement, pending completion of the contract to be provided by Dick Olson. Seconded by Commissioner Barta; motion carried.

**PROPOSED ICE ARENA**

Superintendent George Hellyer provided the Board with a construction budget spread sheet on the entire project. It included a restructured debt schedule, early payments, and lower interest rate. As of June 28<sup>th</sup>, interest rates are estimated at 3.20% for 20 years. There are still \$775,000 in naming opportunities available.

Director Bill Palmiscno stated that we don't want to lose this bid, it could be worth a half a million dollars in savings. Commissioner Panzer stated that we need to decide what we need and can afford. Commissioner Skarperud stated that it is very similar to what was done at Choice Health & Fitness.

#### **PARK DISTRICT FOOD OFFERING**

Commissioner Soeby is asking for an ordinance to be drafted on the food being offered at Park District facilities. This ordinance is based on recommended standards from the *Institute of Medicine's (IOM) Committee on Nutrition Standards for Foods in Schools*. Approximately 70% of food served by the Grand Forks Park District at pools, hockey arenas, and special events, will conform to the IOM recommended snack nutrition standards for healthy eating and will meet their criteria as per information provided. We have already done a lot of the changes needed to meet these standards.

A discussion took place on what exactly needs to be done. Coaches receive training on kid's food guidelines. Soeby would like to see the coaches' criteria. Board members want to see what we are offering before making their decision. When asked, Palmiscno stated that some nutritional changes have already been made at our concessions and revenue has stayed about the same. An ordinance would help to standardize our food offering at all our facilities.

#### **NRPA CONFERENCE**

Commissioner Soeby pointed out that registration needs to be done prior to August 9<sup>th</sup> in order to take advantage of discounts being offered. John Staley, Molly Soeby, Bill Palmiscno, Paul Barta and Brandy Chaffee plan on attending, which will give us free registration for the fifth person. Information will be sent out.

#### **FOR ACTION**

#### **DIRECTOR SALARY**

A motion was made by Commissioner LaDouceur to move discussion on the director salary to executive session. Seconded by Commissioner Soeby; motion carried.

#### **ICE ARENA BUILDING BIDS**

Scott Fournier from ICON was present and Mike Kuntz from ICON was available via conference call.

Bid package #1: Prefab building and concrete foundation - \$1,554,000 from Olaf Anderson General Contractors (OAS). List of total deducts was made available.

Bid package #2: Precast concrete (bleachers and second floor) - \$293,880 from Gage Brothers.

Mike Kuntz stated that as of 2:00 p.m. today the base bid was \$1,554,000; liner panel and roof is an add of \$245,400; 30' bay over lobby is an add of \$382,699. Deducts are as follows: \$172,000 for foundation work; \$10,200 for performance payment bond; \$17,644 for the pre-engineered metal building; \$1,122 for office area liner panel; \$7,899 for office area modification; and \$7,481 for receiving arena (lawn maintenance). Total cost with deducts is \$1,965,753. The Olaf Anderson and Ceco Building Systems deduct is contingent on getting the notice to proceed on the whole project by July 10<sup>th</sup>.

There would be a definite cost savings by accepting the bid at this time. This bid is for the shell of the building only. The next closest bid was half a million dollars higher. Scott Fournier walked the Board and staff through the building process. They are talking an October 1<sup>st</sup> delivery. The earthwork, utilities, and foundation will be bid separately.

A motion was made by Commissioner Skarperud to approve bid package #1 contract category #1 for OAS bid, with changes of value added and engineering deducts. Seconded by Commissioner Soeby; motion carried.

## FINANCIAL REPORTS

All reports were accepted as presented.

## BILLS TO BE APPROVED FOR JUNE 2013

A motion was made by Commissioner LaDouceur, to approve the bills for June in the amount of \$575,649.64 for the Park District. Seconded by Commissioner Barta; motion carried.

## SUPERINTENDENTS' REPORTS

All reports were accepted as presented.

Superintendent Cam Tweten provided the Board with a membership overview report of Choice Health & Fitness. There has been a small drop in individual memberships, but a gain in Family Memberships. June programs were very successful and the summer is looking fantastic. Tweten stated that the Maintenance Coordinator, Kevin Knaus resigned July 1<sup>st</sup> and they are hoping to fill the position from within. Choice Health & Fitness will be open on July 4<sup>th</sup> from 8:00 a.m. – 4:00 p.m.

King's Walk Golf report showed 10,307 rounds of golf sold through June of this year. It also showed 383 memberships sold to date. Lincoln Golf report showed 6,391 rounds of golf sold through June of this year.

Forestry reported 125 request calls answered, along with 1,027 trees pruned, 67 non DED trees removed, 4 DED removals, 201 stumps removed, and 3 trees planted. Forestry crew also spent 2 days mulching and 10 days scouting for DED.

## BOARD MEMBERS' REPORTS

Commissioner Panzer inquired about Masonic Park. Director Palmiscno stated that the playground has been installed and wood chips will be added next week. The parking lot project will start in 2 – 3 weeks. Not sure when the sidewalks will be installed. Panzer also stated that he had heard a couple of comments on the Apollo Concession – Palmiscno will check into it.

Director Bill Palmiscno provided the Board with an overview of the recreation schedule, along with an update of the Park Maintenance department. Baseball/Softball Parents Night is tonight. Movies in the Park are scheduled for July 16<sup>th</sup> and 30<sup>th</sup> and Family Night is scheduled for July 30<sup>th</sup>. The Parks crew is busy with general park maintenance and setting up for special events. The crew will also be installing the Masonic Park and Choice Health & Fitness playgrounds.

## EXECUTIVE SESSION

A motion was made by Commissioner LaDouceur at 6:05 p.m. to go into executive session to discuss the Director's salary. Seconded by Commissioner Soeby; motion carried.

The Board ended executive session at 6:15 p.m. and reconvened the regular meeting.

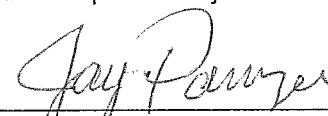
## DIRECTOR SALARY

A motion was made by Commissioner Skarperud to approve Director Bill Palmiscno's salary for 2013 as stated per his letter. Seconded by Commissioner LaDouceur, motion carried.

## ADJOURNMENT

A motion was made by Commissioner Skarperud at 6:20 p.m. to adjourn. Seconded by Commissioner Barta; motion carried.

  
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Bill Palmiscno, Clerk

  
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Jay Panzer, President