

**PARK DISTRICT OF THE CITY OF GRAND FORKS
PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS
OCTOBER 2, 2018**

The Board of Park Commissioners met for their regular monthly meeting on Tuesday, October 2, 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 Skarperud, Commissioners Barta, and Dvorak. Commissioner LaDouceur was absent.

Park District staff in attendance were: Executive Director Palmiscno, Superintendent of Finance Hellyer, Choice Health & Fitness General Manager Orr, Sports and Facilities Manager Arola, Accounting Manager Lancaster, and Office Assistant Parker.

APPROVAL OF MINUTES FROM SEPTEMBER 4, 2018

Commissioner Barta made a motion to approve the minutes from the September 4, 2018, Board meeting. Commissioner Dvorak seconded the motion; the vote was unanimous, motion carried. Commissioner LaDouceur was absent.

ADDITIONAL ITEMS FOR THE AGENDA

None.

DELEGATES TO APPEAR BEFORE THE BOARD

None.

PUBLIC HEARING

2018 Property Tax Levy

President Panzer opened the public hearing. No one from the public was present to comment at the public hearing. The public hearing was closed.

FOR DISCUSSION

2019 Ulland Grant Process

Executive Director Palmiscno addressed the Board on the 2019 Ulland grants. Applications will be accepted until November 26, 2018. Palmiscno stated he would follow last year's process where he along with Commissioner Barta would review the applications and recommend awarding the funds to the Board at the December Board meeting. A total amount of \$6,000 will be awarded in 2019.

FOR ACTION

Final 2019 Budget

Superintendent of Finance Hellyer presented the Board with the final 2019 budget. The final budget includes a mill levy of 39.06, which is a decrease of 0.10 mills from 2018. The 2019 budget does not include a tax increase due to revaluation of property values. The tax increase taken is from new growth. On average, there would be no increase of property taxes to current homeowners due to revaluation of property values. No changes have been made since the preliminary 2019 budget was approved on August 7, 2018.

Vice-President Skarperud made a motion to approve the final 2019 budget and Resolution of Annual Appropriations and Tax Levy for 2018, Ordinance 181. Commissioner Barta seconded the motion; the vote was unanimous, motion carried. Commissioner LaDouceur was absent.

Park Dedication – Stauss Development/Maier 5th Addition

Palmiscno presented to the Board the potential park dedication for a 25-acre Stauss development on 42nd Street. The 8% park land ordinance would be approximately 2-acres designated for park land or cash in lieu of land. Due to this being under the 4-acre minimum for a park, it was agreed by the developer that they would install a seating area, picnic tables, and a large fountain that is accessible to the public and close to the bike path. This area would be located next to the water retention pond along 42nd Street. The total cost is in excess of \$50,000. The developer would retain ownership of this area and be responsible for ongoing maintenance.

Commissioner Barta made a motion to approve the Park Dedication – Stauss Development/Maier 5th Addition. Vice-President Skarperud seconded the motion; the vote was unanimous, motion carried. Commissioner LaDouceur was absent.

Red River Valley Gymnastics – Agreement to Allow Financing

Palmiscno stated that Red River Valley Gymnastics is considering taking out a bank loan to make improvements to their building. Red River Valley Gymnastics owns the building and the Park District owns the land. Red River Valley Gymnastics is seeking Park District approval to take out a loan using the building as collateral.

Vice-President Skarperud made a motion to approve the Red River Valley Gymnastics – Agreement to Allow Financing. Commissioner Dvorak seconded the motion; the vote was unanimous, motion carried. Commissioner LaDouceur was absent.

MOU with the City of Grand Forks – English Coulee Restoration

Palmiscno presented to the Board the memorandum of understanding (MOU) between the City of Grand Forks and the Grand Forks Park District for the English Coulee restoration project between 17th Avenue South and 24th Avenue South. The MOU outlines the responsibilities of both parties as well as the cost sharing for the restoration project.

Commissioner Barta made a motion to approve the MOU with City of Grand Forks – English Coulee Restoration. Commissioner Dvorak seconded the motion; the vote was unanimous, motion carried. Commissioner LaDouceur was absent.

Old Pension – Investment Policy Statement Update

Superintendent of Finance Hellyer presented to the Board the annual investment review report provided by the North Dakota Retirement and Investment Office (NDRIO) and the Asset Liability Analysis study that was performed by Arthur J. Gallagher & Company. An updated Investment Policy Statement with some revised language and updated asset allocation for future investments based on the work performed by Arthur J. Gallagher & Company and the recommendation provided by the NDRIO was also discussed. Hellyer also discussed adjusting the interest rate of return assumption from the current rate of 7.75% to 7.00%.

Vice-President Skarperud made a motion to approve the updated Investment Policy Statement as presented for the old pension and adjust the interest rate of return assumption from 7.75% to 7.00%. Commissioner Barta seconded the motion; the vote was unanimous, motion carried. Commissioner LaDouceur was absent.

FINANCIAL REPORT

Hellyer reviewed the August 2018 financial reports. Vendor payments for August 2018 were \$883,381.20.

Commissioner Barta made a motion to approve the financial report for August 2018. Commissioner Dvorak seconded the motion; the vote was unanimous, motion carried. Commissioner LaDouceur was absent.

STAFF REPORTS

Hellyer reviewed the potential golf advisory committee outline prepared by Head Golf Professional Tannahill. The recommendation would be to have five advisor members representing different golf abilities, ages, genders, membership categories, and league members meet with staff to present ideas and concerns for King's Walk Golf Course and Lincoln Golf Course. Hellyer will have Tannahill proceed with the advisory committee.

Choice Health & Fitness General Manager Orr presented September membership numbers and August revenue numbers. Orr updated the Board on various upcoming events at Choice Health & Fitness. Orr updated the Board that the Altru Family YMCA Board has approved the 2019 rate increases for the shared memberships effective January 1, 2019. Orr stated that Altru has closed their fitness area and therapy pool. Orr provided the Board the promotional membership materials specific to those former Altru fitness members. Orr also noted Bob McWilliams has been named the new CEO at the Altru Family YMCA and Jesse Maki has been hired as the new Customer Service & Information Coordinator at Choice Health & Fitness.

Sports and Facilities Manager Arola reported on upcoming activities and park operations.

Palmiscno reported that the Forestry Department is working on stump removals. Palmiscno reported the pool usage numbers for Riverside and Elks pools. Palmiscno reported that Simplot has applied for tax increment financing for a new freezer building being built.

BOARD MEMEBERS' REPORT

Commissioner Barta complimented the staff on the grand opening of the skate park at Kannooski Park.

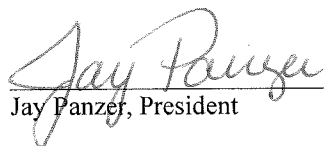
Commissioner Dvorak complimented the staff on the quick response to the membership agreement with the Altru Family YMCA and Altru, following the closing of Altru's fitness area and therapy pool.

Vice-President Skarperud asked for an update on the drone project. Palmiscno stated that they may be back next spring to continue the testing phase and possibly including Ulland Softball Complex in the test area.

President Panzer stated that the pressure in some of the showers in the men's locker room at Choice Health & Fitness have low water pressure. Orr stated he will look into the issue.

ADJOURNMENT

Vice-President Skarperud made a motion at 5:32 p.m. to adjourn. Commissioner Dvorak seconded the motion; the vote was unanimous, motion carried. Commissioner LaDouceur was absent.


Jay Panzer, President


Bill Palmiscno, Executive Director and Clerk