

**PARK DISTRICT OF THE CITY OF GRAND FORKS
PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS
JUNE 4, 2019**

The Board of Park Commissioners met for their regular monthly meeting on Tuesday, June 4, 2019, 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, Commissioners Barta, Dvorak, and LaDouceur. Vice-President Skarperud was absent.

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

APPROVAL OF MINUTES FROM MAY 7, 2019

Commissioner LaDouceur made a motion to approve the minutes from the May 7, 2019, Board meeting. Commissioner Dvorak seconded the motion; the vote was unanimous, motion carried. Vice-President Skarperud was absent.

ADDITIONAL ITEMS FOR THE AGENDA

Executive Director Palmiscno requested that the Special Board Meeting Minutes from May 31, 2019, be placed on the agenda for action. The Board agreed to add the May 31, 2019, Special Board Meeting Minutes to the agenda, for action.

DELEGATES TO APPEAR BEFORE THE BOARD

None.

FOR DISCUSSION

ICON Sports Center Shooting/Puck Handling Room

Palmiscno presented to the Board a proposal to convert the Gerrells pro shop and the two hockey offices into a shooting and puck handling room at the ICON Sports Center. A discussion took place on the cost of converting the space, relocating the hockey offices and concession coordinator office and storage space, and who would be responsible for the maintenance and upkeep of the new area. The Board asked staff to continue to explore the shooting and puck handling room.

Review Potential C&B Projects for 2020

Superintendent of Finance Hellyer presented to the Board the C&B 10-year forecast along with a list of potential projects for 2020. Hellyer stated that with current projections, there would be potentially \$280,000 for C&B projects in 2020.

FOR ACTION

Resolution for Sale of Used Equipment

Hellyer presented to the Board a list of used equipment that the Park District would like to sell. Staff recommends advertising the sale and award the used equipment to the highest bidder.

Commissioner Barta made a motion to accept the Resolution for Sale of Used Equipment. Commissioner LaDouceur seconded the motion, the vote was unanimous, motion carried. Vice-President Skarperud was absent.

Approval of Minutes from the May 31, 2019, Special Board Meeting

Palmiscno presented to the Board the Special Board Meeting minutes for the meeting that occurred on May 31, 2019.

Commissioner Barta made a motion to approve the minutes from the May 31, 2019, Special Board Meeting. Commissioner Dvorak seconded the motion, the vote was unanimous, motion carried. Vice-President Skarperud was absent.

EXECUTIVE SESSION

Choice Health & Fitness and the Altru Family YMCA Shared Membership Agreement (negotiations)

Commissioner LaDouceur made a motion to go into Executive Session to discuss the Choice Health & Fitness and the Altru Family YMCA Shared Membership Agreement (negotiations) at 5:13 p.m. Commissioner Barta seconded the motion; the vote was unanimous, motion carried. Vice-President Skarperud was absent. The Board went into Executive Session.

The legal authority for closing this portion of the meeting is North Dakota Century Code section 44-04-19.1(9). Board members present were President Panzer, Commissioners Barta, Dvorak, and LaDouceur. Vice-President Skarperud was absent. Park District staff in attendance were: Executive Director Palmiscno, Superintendent of Finance Hellyer, Choice Health & Fitness General Manager Orr, Community Relations & Marketing Manager Nelson, Facilities Manager Arola, Accounting Manager Lancaster, and Office Assistant Parker.

The topic discussed was the draft of the new shared membership agreement with the Altru Family YMCA.

At 5:23 p.m. the Board came out of Executive Session. President Panzer stated that no action was needed since only discussion took place in Executive Session.

FINANCIAL REPORT

Hellyer reviewed the April 2019 financial reports. Vendor payments for April 2019 were \$2,775,581.27

Commissioner Barta made a motion to approve the financial report for April 2019. Commissioner LaDouceur seconded the motion; the vote was unanimous, motion carried. Vice-President Skarperud was absent.

STAFF REPORTS

Hellyer updated the Board on the progress of the 2020 budget process. Hellyer explained to the Board that staff would like to allocate the employee benefit costs (health insurance, pension, and Social Security) from the General Fund to the appropriate funds starting in January 2020. The Board agreed with the proposed change to the budgeting process. Hellyer reminded the Board that their semi-annual pay will be paid this week. The Eagles Crest concessionaire agreement expires at the end of the year. Paul Waind will be retiring at the end of the year and is not interested in renewing the agreement. His son and head cook, Jeff Waind, is interested in negotiating a new agreement. Hellyer will work with Jeff Waind on a draft of the agreement to bring back to the Board at a future meeting.

Choice Health & Fitness General Manager Orr presented May membership numbers and various events that will take place in June. Orr also updated the Board on the indoor tennis courts playing surface.

Facilities Manager Arola updated the Board on the status of the summer programs, events, and arena locker room renovations.

Community Relations & Marketing Manager Nelson reported that the Grand Forks Parks and Recreation Foundation annual report will be out at the end of the month. Nelson updated the Board on various golf leagues and events for June.

Palmiscno updated the Board on Elks and Riverside pools. Palmiscno stated that soon the concrete for shelter floors at Veterans Memorial Park will be poured. Palmiscno also update the Board on various upcoming events for June.

BOARD MEMEBERS' REPORT

None.

ADJOURNMENT

Commissioner LaDouceur made a motion at 5:48 p.m. to adjourn. Commissioner Barta seconded the motion; the vote was unanimous, motion carried. Vice-President Skarperud was absent.


Jay Panzer, President


Bill Palmiscno, Executive Director and Clerk