

**PARK DISTRICT OF THE CITY OF GRAND FORKS  
PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS  
NOVEMBER 7, 2017**

The Board of Park Commissioners met for their regular monthly meeting on November 7, 2017 in the Choice Health & Fitness community room, 4401 S. 11<sup>th</sup> Street, at 5:00 p.m. with Vice-President LaDouceur presiding until 5:17 when President Panzer arrived.

**ROLL CALL**

Present were Vice-President LaDouceur, Commissioners Barta, Soeby, and Skarperud. President Panzer arrived at 5:17 pm.

**APPROVAL OF MINUTES FROM OCTOBER 3, 2017 BOARD MEETINGS**

Commissioner Skarperud made a motion to approve the minutes from the October 3, 2017 Board Meeting. Commissioner Soeby seconded the motion; the vote was unanimous, motion carried. President Panzer was absent.

**ADDITIONAL ITEMS FOR THE AGENDA**

Executive Director Palmiscno advised the Board on the Modification of Leasehold Mortgage and Security Agreement for the Grand Forks Curling Club, Inc. He requested that it be added to the agenda, for action.

Commissioner Soeby made a motion to approve the addition of Modification of Leasehold Mortgage and Security Agreement to the agenda, for action. Commissioner Barta seconded the motion; the vote was unanimous, motion carried. President Panzer was absent.

**DELEGATES TO APPEAR BEFORE THE BOARD**

None.

**FOR DISCUSSION**

**Healthy Concessions Presentation**

Commissioner Soeby presented a PowerPoint presentation to the Board on healthy concessions.

**President Panzer arrived and is now presiding.**

**Executive Director Evaluation Process**

Commissioners Barta and Soeby have agreed to serve on the committee to perform the annual evaluation of Executive Director Palmiscno. The evaluation is scheduled for November 17, 2017.

**FOR ACTION**

**Appoint Eunice Kuhn to Foundation Board**

Superintendent of Finance Hellyer stated that Eunice Kuhn has expressed interest in serving one more year to reach her maximum service length of nine years on the Grand Forks Parks and Recreation Foundation Board.

Commissioner Skarperud made a motion to appoint Eunice Kuhn to a one year term to the Grand Forks Parks and Recreation Foundation Board. Commissioner Soeby seconded the motion; the vote was unanimous, motion carried.

**Replat of Bringewatt Park, Haake Strip, and Optimist Park**

Palmiscno presented that the City of Grand Forks is working with the Grand Forks Park District to replat various parcels. The replats will remove City owned lift stations and compost sites from Park District owned parcels known as Bringewatt Park, Haake Strip, and Optimist Park.

Commissioner LaDouceur made a motion approve the replat of Bringewatt Park, Haake Strip, and Optimist Park. Commissioner Barta seconded the motion; the vote was unanimous, motion carried.

## **Modification of Leasehold Mortgage and Security Agreement**

Hellyer stated that the Grand Forks Curling Club is converting their construction financing to permanent financing for the construction of their new building.

Commissioner Soeby made a motion approve the Modification of Leasehold Mortgage and Security Agreement. Commissioner Barta seconded the motion; the vote was unanimous, motion carried.

## **FINANCIAL REPORT**

Hellyer reviewed the September 2017 financial reports. Vendor payments for September 2017 were \$1,209,598.91.

Commissioner LaDouceur made a motion to approve the financial report for September 2017. Commissioner Barta seconded the motion; the vote was unanimous, motion carried.

## **STAFF REPORTS**

Hellyer advised the Board that Brady, Martz & Associates will be onsite performing the preliminary audit on November 20<sup>th</sup> and 21<sup>st</sup> and then onsite again in February 2018. Hellyer also stated to the Board that the health insurance premiums increase for 2018 is 0.9% from Blue Cross Blue Shield. The Park District budgeted for an increase of 8% for 2018.

Choice Health & Fitness General Manager Orr went over the membership numbers for October and various events and promotions that will take place in November. He also stated that Choice Health & Fitness will be closed on Thanksgiving Day. Ben Nelson was hired as the Aquatics Coordinator and will start November 18<sup>th</sup>. Personal Trainer Ryan Carlson is moving to Fargo and his last day will be November 10<sup>th</sup>.

Public Relations and Marketing Manager Nelson informed the Board that she is working with the City of Grand Forks to include Park District events on the City calendar.

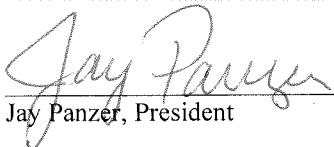
Palmiscno reported the parks department will be working on getting the outdoor rinks and warming houses ready for the winter season. Skating and hockey programs have started. The Eagles Arena ice plant project has been completed.

## **BOARD MEMEBERS' REPORT**

Vice-President LaDouceur inquired on the number of AEDs the Park District has at their facilities. Palmiscno stated that all major sports facilities have at least one AED. It was suggested that an AED should be placed at the Purpur arena concession stand as well.

## **ADJOURNMENT**

Commissioner LaDouceur made a motion at 5:37 p.m. to adjourn. Commissioner Soeby seconded the motion; the vote was unanimous, motion carried.

  
Jay Panzer, President

  
Bill Palmiscno, Executive Director and Clerk