

**PARK DISTRICT OF THE CITY OF GRAND FORKS
PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS
DECEMBER 13, 2016**

The Board of Park Commissioners met for their regular monthly meeting on Tuesday, December 13, 2016, in the Choice Health & Fitness community room, 4401 South 11th Street, at 5:00 p.m.

ROLL CALL

Present were Vice-President LaDouceur, Commissioners Skarperud, and Soeby. President Panzer arrived at 5:07 p.m. Commissioner Barta was present via telephone.

APPROVAL OF MINUTES FROM NOVEMBER 1, 2016

Commissioner Soeby made a motion to approve the minutes from the November 1, 2016 Board Meeting. Commissioner Skarperud seconded the motion; the vote was unanimous, motion carried. President Panzer absent.

ADDITIONAL ITEMS FOR THE AGENDA

None.

DELEGATES TO APPEAR BEFORE THE BOARD

None.

FOR DISCUSSION

Youth Sports Alcohol Survey Presentation

Tabled to a later date.

Golf Simulator Proposal

Head Golf Professional Tannahill would like to install a golf simulator in the unoccupied room next to the Community Room at ICON Sports Center. The golf simulator would be potentially used as a studio for golf instruction, simulation rentals, and practice facility for area golfers. The golf simulator would be treated as a personal outside business owned by Dan Tannahill. The Board is allowing Tannahill to pursue this opportunity. Staff and Tannahill will work on a rental agreement to be approved by the Board at a future meeting.

FOR ACTION

Tobacco Policy

The current Park District ordinance prohibits tobacco use in parks and facilities with the exception of chewing tobacco at Lincoln Golf Course, King's Walk Golf Course, and Ulland Complex. Commissioner Soeby would like Ulland Complex to be free of chewing tobacco products. This would qualify the Grand Forks Park District as a comprehensive tobacco free organization. Commissioner Skarperud discussed what the role of government should be in these legal types of activities. Discussion followed.

Commissioner Soeby made a motion for Ulland Complex to be free of chewing tobacco products. Commissioner Barta seconded the motion; the vote was 4 to 1 with Skarperud opposed, motion carried.

Executive Director Palmiscno stated the ordinance would be updated by our lawyer and brought back to the Board for a first reading.

New Park District Logo

Public Relations and Marketing Manager Nelson presented the Board with three possible new logo designs for the Grand Forks Park District. Nelson reported the national consulting firm recommended changing the logo to rebrand the Park District and update our signage in our recent 2016 – 2021 master plan. The Board evaluated input from the full-time personnel and from the department managers. The Board decided on a new logo design.

Vice-President LaDouceur made a motion to approve, logo 2 as presented, as the new logo design. Commissioner Soeby seconded the motion; the vote was unanimous, motion carried.

Ulland Grant Awards

Palmiscno stated that eleven organizations applied for the Ulland grants and requested \$500 each. \$5,500 would come from the Ulland grant fund.

Commissioner Barta made a motion to approve the Ulland grant awards. Commissioner Soeby seconded the motion; the vote was unanimous, motion carried.

Resolution for General Obligation Special Assessment Prepayment Refunding Bonds, Series 2017A

Superintendent of Finance Hellyer stated that the resolution is for a maximum bond of \$3,350,000 which would allow the Park District to payoff 2009 GO Bond #2, 2009 GO Bond #3, and City Special Assessments at a more favorable interest rate. This would save the Park District potentially over \$280,000.

Commissioner Soeby made a motion to approve the initial resolution for General Obligation Special Assessment Prepayment Refunding Bonds, Series 2017A. Vice-President LaDouceur seconded the motion; the vote was unanimous, motion carried.

Executive Director Annual Evaluation

The Executive Director Evaluation Committee met on November 16, 2016 to evaluate Executive Director Palmiscno and to propose merit pay and a salary increase for 2017. The proposal would grant the Executive Director a merit pay of \$1,500, which would be paid in December 2016. Committee also recommended a salary increase of 3.5%. This increase would be effective on the first payroll in January 2017. Committee was informed of an error that approved staff increases were 3.5% when actual approved staff increases for 2017 are 3.25%. The 3.25% increase would be a salary of \$115,626.78.

Commissioner Barta approved an increase in salary of 3.25% and a merit pay of \$1,500. Vice-President LaDouceur seconded the motion; the vote was unanimous, motion carried.

FINANCIAL REPORT

Hellyer reviewed the October 2016 financial reports. Vendor payments for October 2016 were \$1,832,649.83.

Vice-President LaDouceur made a motion to approve the financial report for October 2016. Commissioner Skarperud seconded the motion; the vote was unanimous, motion carried.

STAFF REPORTS

Hellyer reported the golf cart bid opening will be held on December 20 at 10:00 a.m. Hellyer reported ICON Holding is looking into the possibility of installing a webcam in the ICON Sports Center arena. This would allow those who are unable to attend hockey games to view them live over the internet.

Choice Health & Fitness General Manager Orr reported memberships are up from last year. Orr also reported the clean up after the blizzard went well and Choice Health & Fitness was able to open as scheduled the following day.

Tannahill reported King's Walk Golf Course memberships were up from 2015. King's Walk Golf Course started out the season good, however due to weather not cooperating half way through the season rounds were down. Rounds increased at the end of the season due to the nice fall weather.

Nelson reported the Park District website and online registrations are now mobile friendly. The Park District will offer online shelter reservations starting in the spring of 2017.

Palmiscno reported the process of flooding the outdoor rinks has started. Kelly Park, Cox Park, University Park, and Riverside Park should be ready for the season around December 23. Palmiscno reported he is negotiating with Verizon on placing a cellular tower at Kiwanis Park. Palmiscno said a split position between Forestry and Parks has resigned. He is looking at replacing with a Park worker. Palmiscno reported that the old ski groomer was sold for \$10,000 in credit towards the maintenance of the ski trails. A Forestry pickup was purchased for around \$15,000 that will be funded from the 2017 budgeted equipment expense.

BOARD MEMEBERS' REPORT

Commissioner Soeby reported she attended the National Parks and Recreation conference in St. Louis, MO, and she received good advice and information. Commissioner Soeby inquired about the possibility in the future of the Park District being involved with the Police Department and having certain events for kids. This would allow kids to have a good relationship with the police officers.

Vice-President LaDouceur reported some complaints about treadmills and the televisions not working at Choice Health & Fitness. Vice-President LaDouceur questioned how often the machines get repaired. Orr reported Choice Health & Fitness has purchased 4 new treadmills. Orr reported the television issues can usually be fixed by a simple reset button on the machine. Orr reported Choice Health & Fitness has a contract with Fitness Doc to come out weekly.

ADJOURNMENT

Vice-President LaDouceur made a motion at 5:50 p.m. to adjourn. Commissioner Soeby seconded the motion; the vote was unanimous, motion carried.


Jay Panzer, President


Bill Palmisno, Executive Director and Clerk