

**PARK DISTRICT OF THE CITY OF GRAND FORKS  
PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS  
JANUARY 10, 2017**

The Board of Park Commissioners met for their regular monthly meeting on Tuesday, January 10, 2017 in the Choice Health & Fitness community room, 4401 South 11<sup>th</sup> Street, at 5:00 p.m.

**ROLL CALL**

Present were President Panzer, Vice-President LaDouceur, Commissioners Skarperud, Soeby, and Barta.

**APPROVAL OF MINUTES FROM DECEMBER 13, 2016**

Commissioner Skarperud made a motion to approve the minutes from the December 13, 2016 Board Meeting. Commissioner Barta seconded the motion; the vote was unanimous.

**ADDITIONAL ITEMS FOR THE AGENDA**

None.

**DELEGATES TO APPEAR BEFORE THE BOARD**

None.

**FOR DISCUSSION**

**Youth Sports Alcohol Survey Presentation**

Ken Vein from the Grand Forks Community and Campus Committee to Reduce High-Risk Alcohol Use led a discussion on a survey that was conducted on adult alcohol use in and around youth sports events. Cheryl Hunter, PhD, presented the results of the survey in a PowerPoint presentation. Discussion followed on various aspects of the survey, the results, and what should be done moving forward.

**FOR ACTION**

**Golf Cart Bids**

King's Walk Golf Pro Dan Tannahill led the discussion to purchase 65 golf carts for King's Walk and trade in the 18 carts currently at Lincoln Golf Course and 37 of the carts at King's Walk Golf Course. Lincoln will receive 25 of King's Walk's current carts and King's Walk will keep three carts for maintenance purposes. Tannahill recommends approving the lowest bid of 65 E-Z-GO, RXV carts for \$201,225.00 which includes the trade in of the carts as stated. Color was discussed with Burgundy being chosen. Tannahill will check on the cost of adding USB ports with staff deciding to add this feature.

Commissioner Skarperud made a motion to accept the Golf Cart Bid for 65 E-Z-GO, RXV golf carts with the trade-ins as presented. Vice-President LaDouceur seconded the motion; the vote was unanimous, motion carried.

**Rental Agreement for Golf Simulator**

At this time, a rental agreement for a golf simulator will not be pursued.

**Tobacco Policy and Updated Ordinance No. 1**

Executive Director Palmisano presented the new Ordinance No. 1, which will consolidate the current Ordinance No. 1, No. 2, and No. 3, along with adding the new tobacco policy, and cleans up and clarifies some of the verbiage in the current ordinances. Commissioner Soeby and Barta recommended that Lincoln Golf Course and Kings Walk Golf Course be removed from the chewing tobacco exception list.

Commissioner Soeby made a motion to remove Lincoln and King's Walk Golf Courses from the exception list. Commissioner Barta seconded the motion; the vote was 2 to 3; Commissioners Soeby and Barta approving and President Panzer, Vice-President LaDouceur, and Commissioner Skarperud opposed, motion failed.

Vice-President LaDouceur made a motion to accept the updated Ordinance No. 1, as presented. Commissioner Barta seconded the motion: the vote was 4 to 1, with Commissioner Skarperud opposed, motion carried.

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

Superintendent of Finance Hellyer presented the Resolution that would authorize President Panzer and Clerk of the Board Palmiscno to accept a bond bid up to \$3,350,000 on January 24, 2017 if net interest cost does not exceed 2.5%.

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

#### **Transfer from C&B Fund to Other Funds for Various 2016 Projects**

Hellyer is requesting to transfer from the C&B Fund to other funds to pay for various projects. These projects were budgeted in the C&B Fund, but tracked in the other Funds. The total will be a \$60,851.00 transfer from the C&B Fund to the various Funds as presented with an effective date of December 31, 2016.

Commissioner Skarperud made a motion to approve the transfer from the C&B Fund \$60,851.00 to other Funds for various 2016 projects as presented. Commissioner Soeby seconded the motion; the vote was unanimous, motion carried.

#### **Transfer from C&B Fund to Special Assessment Fund for Parking Lot Project**

Hellyer discussed that the parking lot projects came in under budget and \$80,767.13 of the bond proceeds remain unused. The remaining bond proceeds are required to be used towards the debt service payments. He is recommending to approve the transfer of the remaining parking lot project bond proceeds from the C&B Fund, where the proceeds were deposited and disbursed, to the Special Assessment Fund as of December 31, 2016.

Commissioner Barta made a motion to approve the transfer from C&B Fund to the Special Assessment Fund for the remaining Parking Lot Project bond proceeds in the amount of \$80,767.13 as of December 31, 2016. Vice-President LaDouceur seconded the motion; the vote was unanimous, motion carried.

#### **Designate Bank Depositories**

Hellyer presented that every January the Park District designates the banks depositories that will be used to meet ND Century Code requirements. He recommended using the same bank depositories as 2016.

Commissioner Barta made a motion to approve the same bank depositories for 2017 as were used in 2016. Commissioner Soeby seconded the motion; the vote was unanimous, motion carried.

#### **Designate Official Newspaper**

Hellyer presented that every January the Park District designates the official newspaper to be used. He recommended using the Grand Forks Herald.

Commissioner Skarperud made a motion to approve the Grand Forks Herald as the designated official newspaper. Vice-President LaDouceur seconded the motion; the vote was unanimous, motion carried.

#### **FINANCIAL REPORT**

Hellyer reviewed the November 2016 financial reports. Vendor payments for November 2016 were \$1,344,252.16.

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

#### **STAFF REPORTS**

Choice Health & Fitness General Manager Orr reported on memberships. Orr also reported on water pressure issues during peak operating hours. Staff is working to determine the cause and correct the issue.

Nelson reported the Marketing department is working on a branding manual for the new logo.

Palmiscno reported on highlights and progress the Park District has made in 2016. The Park District will be accepting applications to hire a Concession & Deli Manager to supervise the Choice Health & Fitness deli and various Park District concession stands. Palmiscno also stated that the skate park currently located across the street from the police department would possibly be moved to Kannowski Park. More information will be provided at the February Board Meeting.

#### **BOARD MEMEBERS' REPORT**

Vice-President LaDouceur inquired about pickle ball courts being introduced to Grand Forks with possible locations at Abbott and Symington parks. He also discussed a unique tobacco free related park sign that was seen at a park in another community.

President Panzer and Commissioner Soeby gave their stance on Arbor Park. Palmiscno made the following statement; "The Grand Forks Park District has always been and always will be a supporter of parks (as per our letter supporting Arbor Park). We also understand that development of the land Arbor Park is located on may be in the best interest of the City of Grand Forks. If development is the will of the citizens of Grand Forks, the Park District will work with the City to relocate items within Arbor Park to other downtown parks, keeping the memory of Arbor Park alive. If the citizens feel Arbor Park should remain a park, we will be willing to work with the City on long term maintenance or ownership of Arbor Park." The statement had the general consensus of the Board.

#### **ADJOURNMENT**

Vice-President LaDouceur made a motion at 6:10 p.m. to adjourn. Commissioner Skarperud seconded the motion; the vote was unanimous, motion carried.

  
Jay Panzer, President

  
Bill Palmiscno, Executive Director and Clerk