

**PARK DISTRICT OF THE CITY OF GRAND FORKS  
PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS  
JULY 5, 2016**

**1<sup>ST</sup> MEETING – ELECTION RESULTS**

The Board of Park Commissioners met to accept the election results on Tuesday, July 5, 2016, 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 Barta, and Soeby. Commissioner Skarperud was absent.

**ELECTION RESULTS ACCEPTANCE**

A motion was made by Commissioner Soeby to accept the official election results listing Commissioner Panzer and Commissioner Barta as being re-elected to serve on the Board of Park Commissioners for the next four years. Seconded by Commissioner LaDouceur; the vote was unanimous, motion carried. Commissioner Skarperud was absent.

**ADJOURNMENT**

A motion was made by Commissioner Barta at 5:01 p.m. to adjourn. Seconded by Commissioner Soeby; the vote was unanimous, motion carried. Commissioner Skarperud was absent.

**2<sup>ND</sup> MEETING - REGULAR MONTHLY MEETING**

The Board of Park Commissioners met for their regular monthly meeting on Tuesday, July 5, 2016, in the Choice Health & Fitness community room, 4401 South 11<sup>th</sup> Street, at 5:01 p.m.

**ROLL CALL**

Present were Commissioners Barta, LaDouceur, Panzer, Skarperud, and Soeby. Executive Director Palmiscno led the meeting.

**BOARD ORGANIZATION**

Commissioner Barta nominated Commissioner Panzer for President of the Board. Seconded by Commissioner Soeby. There were no other nominations. The vote was unanimous, motion carried. Palmiscno turned control of the meeting over to President Panzer.

Commissioner Skarperud nominated Commissioner LaDouceur for Vice-President of the Board. Seconded by Commissioner Barta. There were no other nominations. The vote was unanimous, motion carried.

Commissioner Soeby nominated Palmiscno to remain as Clerk of the Board. Seconded by Commissioner Skarperud. There were no other nominations. The vote was unanimous, motion carried.

**APPROVAL OF MINUTES FROM JUNE 7, 2016**

A motion was made by Commissioner Barta to approve the minutes from the June 7, 2016 Board meeting. Seconded by Commissioner Skarperud; the vote was unanimous, motion carried.

**ADDITIONAL ITEMS FOR THE AGENDA**

A motion was made by Commissioner Soeby to add the tobacco policy for discussion. Seconded by Vice-President LaDouceur; the vote was unanimous, motion carried.

## **DELEGATES TO APPEAR BEFORE THE BOARD**

Mary Weaver appeared before the Board, along with Adam Kemp, Todd Leake, and Judy Swisher, with information on the history of Arbor Park. The City of Grand Forks is considering relocating the park to a different location and develop on the land. The Board was in general agreement to write a letter in support of the park and to offer assistance with maintenance to the City of Grand Forks if they decide not to sell the land.

## **FOR DISCUSSION**

### **Tobacco Policy**

Commissioner Soeby discussed the use of tobacco in the parks and facilities. Commissioner Soeby would like to see the Grand Forks Park District be tobacco free in all parks and facilities. Soeby is going to look into a possible survey and would like to put on the October agenda.

## **FOR ACTION**

### **Appointment to Standing Committees/ Other Boards**

A motion was made by Commissioner Soeby to keep external standing committee and other board assignments as presented; with the change of Commissioner Barta replacing Commissioner Skarperud on the Grand Forks Park and Recreation Foundation Board. Seconded by Vice-President LaDouceur; the vote was unanimous, motion carried. The external committees and other boards were set as follows:

- City of Grand Forks- Planning and Zoning Representative (Commissioner Soeby)
- Grand Forks Parks and Recreation Foundation Board (Commissioner Barta and Commissioner Soeby)
- Grand Forks Youth Hockey Association Board (Commissioner Panzer)

The internal Board committees were appointed by President Panzer as follows:

- Finance Committee (Commissioner Panzer and Commissioner Barta)
- Park and Recreation Committee (Commissioner LaDouceur and Commissioner Skarperud)
- Facility Committee (Commissioner Panzer and Commissioner Skarperud)
- Health and Wellness Committee (Commissioner LaDouceur and Commissioner Soeby)

### **Register Tennis Courts Resurfacing Bids**

Palmisno provided the Board with information regarding the Register tennis courts resurfacing bid. No bids were received. A quote came in after the bidding deadline from Mattison Specialties.

A motion was made by Vice-President LaDouceur to accept the quote from Mattison Specialties. Seconded by Commissioner Barta; the vote was unanimous, motion carried.

## **FINANCIAL REPORTS**

Superintendent of Finance Hellyer reviewed the May 2016 financial reports. Vendor payments for May 2016 were \$1,342,315.50.

Commissioner Skarperud made a motion to approve the financial report for May 2016. Commissioner Barta seconded the motion; the vote was unanimous, motion carried.

## **STAFF REPORTS**

Hellyer reported concession pop sales of Coke was at 671 cases and Pepsi was at 1,035 cases as of 6/30/16. Hellyer also reported the Park District is in the process of developing the 2017 budget.

Palmisno reported that the Movie in the Park event has been going very well. He also reported that the duct work in the aquatics area at Choice Health & Fitness will be replaced from August 8-21. During this time the indoor pool at Choice Health & Fitness will be closed.

## **BOARD MEMBERS' REPORTS**

Commissioner Soeby reported that all the concession stands have had new electronic menu boards installed.

Commissioner Skarperud reported he noticed the water fountain leaking by the restrooms at Eagles Arena. Palmiscno said staff will look into this.

**ADJOURNMENT**

A motion was made by Commissioner Skarperud at 6:05 p.m. to adjourn. Seconded by Vice-President LaDouceur; the vote was unanimous, motion carried.

  
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Jay Panzer, President

  
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Bill Palmiscno, Clerk