

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

The Board of Park Commissioners met for their regular monthly meeting on Tuesday, March 7, 2017 in the Choice Health & Fitness community room, 4401 South 11th Street, at 5:00 p.m. with Commissioner Skarperud presiding.

ROLL CALL

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

APPROVAL OF MINUTES FROM FEBRUARY 7, 2017 BOARD MEETING

Commissioner Soeby made a motion to approve the minutes from the February 7, 2017 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

Sponsorship Revenue and Inventory Update

Preston Dahl, with ICON Sports Marketing, presented to the Board an overview of sponsorship revenue generated with the partnership between the Grand Forks Park District and ICON Sports Marketing. He also updated the Board on the remaining inventory available for sponsorships.

FOR ACTION

King's Walk – Course Restroom – Water and Sanitary Sewer Service

Executive Director Palmisno presented the bid results to the Board to get water and sanitary sewer service to the restroom located on King's Walk Golf Course near hole 6 and 7. The lowest bid received was from Breidenbach Excavating for \$32,000. Staff recommends accepting the Breidenbach Excavating bid.

Commissioner Soeby made a motion to accept the low bidder from Breidenbach Excavating for the King's Walk – Course Restroom – Water and Sanitary Sewer project. Commissioner Barta seconded the motion: the vote was unanimous, motion carried. President Panzer and Vice-President LaDouceur were absent.

Resolution for Sale of Used Equipment

Palmisno 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 as presented. Commissioner Soeby seconded the motion: the vote was unanimous, motion carried. President Panzer and Vice-President LaDouceur were absent.

Closing General Obligation Funds and Transfer Balance to Special Assessment Fund

Superintendent of Finance Hellyer addressed the Board on prepaying the two General Obligation Bonds effective April 1, 2017 from the proceeds from the Series 2017A General Obligation Bond. This will leave some remaining dollars in the two General Obligation Bond Funds that must be used for debt service repayment. Staff is requesting the Board to authorize the closure of the two General Obligation Bond funds and transfer the remaining dollars to the Special Assessment Fund effective March 31, 2017.

Commissioner Barta made a motion to close the two General Obligation Funds and transfer any remaining dollars to the Special Assessment Fund effective 3/31/17. Commissioner Soeby seconded the motion; the vote was unanimous, motion carried. President Panzer and Vice-President LaDouceur were absent.

FINANCIAL REPORT

Hellyer reviewed the January 2017 financial report. Vendor payments for January 2017 were \$636,971.32.

Commissioner Barta made a motion to approve the financial report for January 2017. Commissioner Soeby seconded the motion; the vote was unanimous, motion carried. President Panzer and Vice-President LaDouceur were absent.

STAFF REPORTS

Hellyer reported he is working with the Grand Forks City staff to rectify land ownership matters with two parks. The southwest corner of Masonic Park is currently owned by the Park District, but since there is a lift station on this parcel, it should be the City of Grand Forks property. Jaycees Park is currently owned by the City of Grand Forks and should be Park District property since the Park District maintains and has buildings and structures on the property. Hellyer reported that the deadline for bids on the beverage bid process is March 23, 2017. Hellyer updated the Board on pertinent legislative items including HB 1361 relating to property tax limitations, HB 2206 relating to county social services funding going to the state from the counties, and SB 2288 relating to a consolidated taxpayer notice. Hellyer also reported that the annual audit is going well and is on track to present the final 2016 audit report to the Board at the April Board meeting.

Choice Health & Fitness General Manager Orr reported on memberships. Orr updated the Board on various upcoming Choice Health & Fitness events, tournaments and programming. He also advised the Board on the indoor tennis court floor issue in which the contractor that installed the floor has been contacted and is trying to resolve the issue. Orr also stated they have corrected the water pressure issue and have taken steps to prevent the issue in the future.


Palmiscno stated the outdoor rinks are closed for the season and are being taken down. He also advised the Board that the new Concession/Deli Coordinator position being filled by Emily Cunningham.

BOARD MEMEBERS' REPORT

None.

ADJOURNMENT

Commissioner Barta made a motion at 5:28 p.m. to adjourn. Commissioner Soeby seconded the motion; the vote was unanimous, motion carried. President Panzer and Vice-President LaDouceur were absent.



Tim Skarperud, Commissioner



Bill Palmiscno, Executive Director and Clerk