

**PARK DISTRICT OF THE CITY OF GRAND FORKS
PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS
DECEMBER 2, 2014**

ROLL CALL

The Board of Park Commissioners met for their monthly meeting on Tuesday, December 2, 2014, in the Park District Board meeting room, 1210 - 7th Avenue South, at 5:00 p.m. Present were Commissioners Barta, Panzer, Skarperud and Soeby. Commissioner LaDouceur was absent.

APPROVAL OF MINUTES FROM NOVEMBER 4, 2014

A motion was made by Commissioner Barta to approve the minutes from the November 4, 2014 Board meeting. Seconded by Commissioner Soeby; the vote was unanimous, motion carried.

ADDITIONAL ITEMS FOR THE AGENDA

None.

DELEGATES TO APPEAR BEFORE THE BOARD

None.

FOR DISCUSSION

Master Plan Presentation

Director Palmiscno introduced Barbara Heller from Heller and Heller Consulting. She presented a review of the survey results for the Master Plan. She will be back in 2015 to present the conclusion of the Master Plan.

FOR ACTION

2015 Employee Compensation Plan

Galen Cariveau from Cariveau Workforce Services addressed the Board on the 2015 Employee Compensation Plan. Every 3 years a new market study is performed. Since the Park District is close to the 100% of market, a new compensation plan is being proposed that would emphasize productivity and longevity instead of just longevity. Management and Cariveau reviewed this proposed plan with all full-time employees on November 25, 2014. Staff is seeking approval of the 2015 Employee Compensation Plan.

A motion was made by Commissioner Barta to approve the 2015 Employee Compensation Plan as presented. Seconded by Commissioner Soeby; the vote was unanimous, motion carried.

Ulland Grant Awards

Director Palmiscno presented the 2015 Ulland Grant requests. \$1,500 would come from the Ulland grant fund in the Foundation and \$4,500 would come from the Recreation fund.

A motion was made by Commissioner Soeby to approve the 2015 Ulland Grant Awards requests as presented. Seconded by Commissioner Skarperud; the vote was unanimous, motion carried.

ICON Sports Center Guaranteed Maximum Price (GMP) Contract Increase

Commissioner Panzer addressed the Board on the ICON Sports Center Guaranteed Maximum Price Contract Increase. Approximately \$150,000 has been identified as additional change orders. This would leave approximately \$100,000 for unknown contingency items. This contingency would be refunded if no items were identified.

A motion was made by Commissioner Skarperud to approve the ICON Sports Center Guaranteed Maximum Price Contract Increase in the amount of \$250,000.00 and no more. Seconded by Commissioner Barta; the vote was unanimous, motion carried.

King's Walk Rate Increase

The Park District is proposing an increase for King's Walk Golf Course between 0% and 6% for various rates. Rates have not been increased for two years. Lincoln Golf Course is proposing no increase for 2015.

A motion was made by Commissioner Soeby to approve the 2015 King's Walk rate increases as presented. Seconded by Commissioner Skarperud; the vote was unanimous, motion carried.

Marketing/Sponsorship Agreement Addendum – Phase II

Director Palmiscno updated the Board on the progress on the Marketing/Sponsorship Agreement-Phase II. He explained to the Board that the agreement was similar to the Phase I Agreement that was approved on September 2, 2014. Equipment would be purchased as sponsorships are sold.

A motion was made by Commissioner Skarperud to approve the Marketing/Sponsorship Agreement Addendum-Phase II as presented. Seconded by Commissioner Barta; the vote was unanimous, motion carried.

Golf Course Concessionaire Agreement

Superintendent Hellyer explained to the Board that King's Walk and Lincoln agreement expires on December 31, 2014. Preliminary approval was given at the February 2014 Board Meeting to continue our relationship with Paul Waind, from Eagles Crest. The changes to the agreement were discussed and Commissioner Panzer would like changes made to #29 Benefits to Concessionaire to exclude free memberships to facilities. Punch cards to King's Walk would be acceptable. Paul Waind, who was in attendance, agreed with changes.

A motion was made by Commissioner Skarperud to approve the Golf Course Concessionaire Agreement with the change to item #29 of the agreement. Seconded by Commissioner Soeby; the vote was unanimous, motion carried.

FINANCIAL REPORTS

Superintendent Hellyer reviewed the October 31, 2014 financial reports.

BILLS TO BE APPROVED FOR NOVEMBER 2014

A motion was made by Commissioner Skarperud to approve the bills for November 2014 in the amount of \$612,521.61 for the Park District. Seconded by Commissioner Barta; the vote was unanimous, motion carried.

STAFF REPORTS

Superintendent Hellyer inquired about the Director's yearend evaluation. It was decided to have Commissioners LaDouceur and Barta conduct the evaluation. Hellyer also updated the Board on the main office move to the ICON Sports Center, it will take place in early 2015.

General Manager Orr went over the Choice Health & Fitness membership report with the Board. He updated the Board on the status of the water pressure, door hinges and north garage door. He discussed the parking situation and the possible solutions the Park District is reviewing.

Jill Nelson, Marketing & Public Relations Manager, updated the Board on the various upcoming events in the Park District.

Director Palmiscno updated the Board with the dates for ICON Sports Center VIP tours and the grand opening with the public. He also updated the Board on the winter preparations in the Parks Department.

BOARD MEMBERS REPORTS

Commissioner Skarperud inquired about Saturday's hours for the Choice Deli.

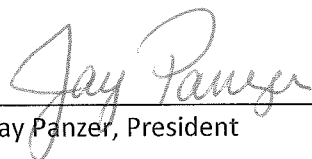
Commissioner Panzer would like to add flashing lights at the crosswalks at the Eagles and Blue Line Club arena for the safety of the public with the upcoming winter season. Palmiscno said he would check into options for lights.

ADJOURNMENT

A motion was made by Commissioner Barta at 6:12 p.m. to adjourn. Seconded by Commissioner Skarperud; the vote was unanimous, motion carried.



Bill Palmiscno, Clerk



Jay Panzer, President