

**PARK DISTRICT OF THE CITY OF GRAND FORKS
PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS
JUNE 13, 2011**

AGENDA

ROLL CALL

The Board of Park Commissioners met for a special meeting on Monday, June 13, 2011, at 3:00 p.m. in the Park District's Board meeting room. Present were Commissioners Bollman, Panzer, LaDouceur and Skarperud.

APPROVAL OF ADDITIONAL ITEMS FOR THE AGENDA

1. WEBSITE UPDATE

A motion was made by Commissioner Panzer to add the Website update item to the agenda. Seconded by Commissioner LaDouceur; motion carried.

CONSIDERATION OF BIDS FOR CONSTRUCTION PHASES

BID PACKAGES READY TO AWARD

Wayne Dietrich from EAPC presented the following bid packages to the Board for approval:

A. BID PACKAGE #7 - CONCRETE FOOTING

The same three contactors as before resubmitted bids. The end result was a \$24,000+ savings on the base bid.

A motion was made by Commissioner Panzer to approve bid package #7, concrete footing, to Minnkota Concrete as presented. Seconded by Commissioner Skarperud; motion carried.

B. BID PACKAGE #26 – MECHANICAL

Director John Staley addressed the Board on his research of the bids and recommended we go with the original design. He also stated that the soil had been tested for the thermal conductivity.

Wayne Dietrich recommended we stay with the original design and to go with the low bidder.

A motion was made by Commissioner Panzer to approve bid package #26, mechanical, to Custom Aire as presented. Seconded by Commissioner LaDouceur; motion carried.

WEBSITE UPDATE

Director John Staley addressed the Board on overhauling our website to a more efficient data managing system.

His recommendation was for the Board to accept the 3-year offer from Insight Technology which would include the following payments: \$20,000 in 2011, \$40,000 in 2012, and \$20,000 in 2013 for a total of \$80,000.

Don Fisk from Insight Technology was present to highlight some important facts for the upgrade. He said by changing to a *Content Management System*, anyone will be able to update the website, not just the Communications Specialist. It will also be capable of handling *Live Ice Time*. Huge strides can be made to where we are at now by adding this system. He stated that this will get us to the here and now, but will be an on-going process.

Insight Technology is in the process of working on a contract with financing.

A motion was made by Commissioner Panzer giving the OK to go ahead with the website update. Seconded by Commissioner Skarperud; motion carried.

OTHER

A board retreat was set for Tuesday, June 21st from 3:00 PM – 6:30 PM at UND.

ADJOURNMENT

A motion was made by Commissioner LaDouceur to adjourn. Seconded by Commissioner Skarperud; motion carried.

John Staley, Clerk

Jim Bollman, President