

**PARK DISTRICT OF THE CITY OF GRAND FORKS
PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS
JANUARY 8, 2019**

The Board of Park Commissioners met for their regular monthly meeting on Tuesday, January 8, 2019, in the Choice Health & Fitness community room, 4401 South 11th Street, at 5:00 p.m. with President Panzer presiding.

ROLL CALL

Present were President Panzer, Vice-President Skarperud, Commissioners Dvorak and LaDouceur. Commissioner Barta arrived at 5:02 p.m.

Park District staff in attendance were: Executive Director Palmiscno, Superintendent of Finance Hellyer, Choice Health & Fitness General Manager Orr, Public Relations and Marketing Manager Nelson, Sports and Facilities Manager Arola, Accounting Manager Lancaster, and Office Assistant Parker.

APPROVAL OF MINUTES FROM DECEMBER 4, 2018

Vice President Skarperud made a motion to approve the minutes from the December 4, 2018, Board meeting. Commissioner Dvorak seconded the motion; the vote was unanimous, motion carried. Commissioner Barta was absent.

ADDITIONAL ITEMS FOR THE AGENDA

None.

DELEGATES TO APPEAR BEFORE THE BOARD

None.

FOR DISCUSSION

Yearend Project and Operations Update

Executive Director Palmiscno updated the Board on projects and maintenance items that have been completed in 2018.

Ice Arena Master Plan Update

Palmiscno reported to the Board various repairs and improvements that are being considered at the ice arenas. Additional information on the repairs and improvements will be brought to a future Board meeting. Superintendent of Finance Hellyer informed the Board on two funding options to pay for these repairs and improvements. The first option would be to use interim carryover funds in the General fund. The second option would be to issue a bond.

FOR ACTION

Bank Quotes for Investment of Interim Carryover Funds

Hellyer presented the money market account interest rate quotes that were requested from the three main banking partners. All three banks submitted quotes ranging from 2.04% to 2.35% for their money market accounts.

Hellyer presented the CD interest rate quotes that were requested from the three main banking partners along with any other bank that reached out to the Park District. Seven banks submitted quotes from 2.20% to 2.76% for 10-month CD's.

Commissioner Barta made a motion to approve the Choice Financial quote of 2.35% for the money market account and Bremer Bank quote of 2.76% for the CD's. Vice President Skarperud seconded the motion, the vote was unanimous, motion carried.

Grand Forks Public School District – Shared Parks and Facilities Use Agreement

Palmiscno present to the Board the Shared Parks and Facilities Use Agreement. The agreement covers the use of each other's facilities and includes the use of ice arenas. The agreement is for two years expiring June 30, 2020.

Commissioner LaDouceur made a motion to approve the Grand Forks Public School District – Shared Parks and Facilities Use Agreement. Commissioner Dvorak seconded the motion, the vote was unanimous, motion carried.

Year End Transfers for Various 2018 Projects

Hellyer discussed the year end transfers for various 2018 projects totaling \$239,985.90. He is recommending approval of transfers from the General fund to Lincoln Golf Course for \$20,400 for new planters by the 1st and 6th tee boxes, and to C&B for \$18,000 for the signage/branding excess expenses. Then from the Recreation fund to the General fund for \$98,472.70 for the purchase of a new Zamboni at Purpur Arena. This unbudgeted purchase was approved by the Board at the April 10, 2018, Board meeting. In addition, a transfer from the Recreation fund to C&B for the Park District contribution in 2018 towards the skatepark project. The Board was then presented two options for the remaining transfer of \$49,000 for playground improvements at Optimist Park and Altru Wellness Village. Option A would transfer from the General fund to C&B for the playground improvements. Option B would use a portion of the donation received from Joel Neel, Jr. in the Neel fund in the Grand Forks Parks and Recreation Foundation for the playground improvements.

Vice President Skarperud made a motion to approve the year end transfers for various projects as presented and use Option B to fund the playground improvements from the Neel fund in the Grand Forks Parks and Recreation Foundation. Commissioner LaDouceur seconded the motion; the vote was unanimous, motion carried.

Designate Bank Depositories

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

Commissioner LaDouceur made a motion to approve the bank depositories as presented. Commissioner Barta seconded the motion; the vote was unanimous, motion carried.

Designate Official Newspaper

Hellyer stated that every January the Park District designates the official newspaper to be used. In 2018, the Grand Forks Herald was the official newspaper of the Grand Forks Park District.

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

EXECUTIVE SESSION

Choice Health & Fitness – Tennis Court Issues (negotiations/potential litigation)

Commissioner Barta made a motion to go into Executive Session to discuss the Choice Health & Fitness – Tennis Court Issues (negotiations/potential litigation) at 5:27 p.m. Commissioner LaDouceur seconded the motion; the vote was unanimous, motion carried, and the Board went into Executive Session.

The legal authority for closing this portion of the meeting is North Dakota Century Code section 44-04-19.1(9). Board members present were President Panzer, Vice-President Skarperud, Commissioners Barta, Dvorak, and LaDouceur. Park District staff in attendance were Executive Director Palmiscno, Superintendent of Finance Hellyer, Choice Health & Fitness General Manager Orr, Public Relations and Marketing Manager Nelson, Sports and Facilities Manager Arola, Accounting Manager Lancaster, and Office Assistant Parker.

Topic discussed was that Choice Health & Fitness is experiencing multiple mounds and bulges on the tennis court surface.

At 5:42 p.m. the Board came out of Executive Session. President Panzer stated that no action was needed since only discussion took place in Executive Session.

Choice Health & Fitness and the Altru Family YMCA Shared Membership Agreement (negotiations)

Commissioner LaDouceur made a motion to go into Executive Session to discuss the Choice Health & Fitness and the Altru Family YMCA Shared Membership Agreement (negotiations) at 5:43 p.m. Commissioner Barta seconded the motion; the vote was unanimous, motion carried, and the Board went into Executive Session.

The legal authority for closing this portion of the meeting is North Dakota Century Code section 44-04-19.1(9). Board members present were President Panzer, Vice-President Skarperud, Commissioners Barta, Dvorak, and LaDouceur. Park District staff in attendance were Executive Director Palmiscno, Superintendent of Finance Hellyer, Choice Health & Fitness General Manager Orr, Public Relations and Marketing Manager Nelson, Sports and Facilities Manager Arola, Accounting Manager Lancaster, and Office Assistant Parker.

Topic discussed was a draft of agreement with Altru Family YMCA related to the new shared membership agreement.

At 6:04 p.m. the Board came out of Executive Session. President Panzer stated that no action was needed since only discussion took place in Executive Session.

FINANCIAL REPORT

Hellyer reviewed the November 2018 financial reports. Vendor payments for November 2018 were \$1,875,816.02

Commissioner Barta made a motion to approve the financial report for November 2018. Commissioner Dvorak seconded the motion; the vote was unanimous, motion carried.

STAFF REPORTS

Hellyer updated the Board on the recent bids that were awarded for approved budgeted items. The forestry department has ordered an aerial lift truck for \$179,900.00, the parks department has ordered two Bobcat toolcats for \$77,677.00, and a zamboni was ordered for \$102,156.85 for ICON Sports Center.

Choice Health & Fitness General Manager Orr presented December membership numbers and November revenue numbers along with various events and promotions that will take place in the coming months.

Sports & Facilities Manager Arola stated that there are hockey tournaments scheduled every weekend until the end of February.

Public Relations and Marketing Manager Nelson reported on various events and the positive comments received on the Grand Forks City/Park District calendar.


Palmiscno informed the Board that Santa Village will be open through January 25th. The parks department will be flooding rinks this week, and the cross-country ski trails have been groomed and are in good shape.

BOARD MEMEBERS' REPORT

None.

ADJOURNMENT

Commissioner LaDouceur made a motion at 6:12 p.m. to adjourn. Commissioner Barta seconded the motion; the vote was unanimous, motion carried.



Jay Panzer, President



Bill Palmiscno, Executive Director and Clerk