

**PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS  
DECEMBER 1, 2009**

**AGENDA**

**ROLL CALL**

The Board of Park Commissioners met for their regular monthly meeting on Tuesday, December 1, 2009, at 5:00 p.m. in the board meeting room. Present were Commissioners Hutchison, Panzer, Bollman and Westlund. Commissioner LaDouceur was absent.

**APPROVAL OF MINUTES FROM NOVEMBER 3 & 17, 2009**

A motion was made by Commissioner Panzer to approve the minutes from the November 3 & 17, 2009, meetings. Seconded by Commissioner Bollman; motion carried.

**APPROVAL OF ADDITIONAL ITEMS FOR THE AGENDA**

None.

**DELEGATES TO APPEAR BEFORE THE BOARD**

None.

**FOR DISCUSSION**

**PROPOSAL FOR IT OUTSOURCING**

Don Fisk of Insight Technologies addressed the Commissioners stating his proposal is to study the software and needs of the Park District to see if there are benefits of outsourcing IT or keeping a person on staff to do the IT. With the results of the study and assessment of needs, a plan can be developed for IT.

Colette LeClerc, Office Manager, stated the Park District currently does do some outsourcing of IT. She feels an assessment and survey of IT needs would be beneficial because of how the Park District has grown and the aging of equipment.

Mr. Fisk stated this study will look at the whole picture of software, network, servers and needs and then bid it out for outsourcing. Cost of the assessment would be \$800.00.

Commissioner Westlund questioned if we should have an IT person on staff and then work with this idea.

Mr. Fisk stated the study would take about two weeks, and should really be done first and then determine if an IT person on staff is necessary.

Commissioner Westlund stated he'd like to see this item on the January agenda so that it would give more time for the Board to find out more information and talk to more people. He also feels the need of an IT person on staff.

The Board instructed Colette to get proposals from other sources as well.

Commissioner Westlund stated he will also talk to others.

### **KRAFT FIELD PROPOSAL**

Brian Kramer with Field Turf Company visited with the Board on the prospect of artificial turf at Kraft Field. The artificial turf from his company has the longevity of 8 to 10 years, depending on use with a replacement cost of one-half the initial cost.

Brian Kraft was in attendance, also, and stated the total cost of the project is estimated at \$900,000.00 with total commitments of \$450,000.00 to date including commitments from the Blue Line Club and UND. The additional monies for the project cost would come from concession sales of \$5000.00 per year for a 10-year period. The amount of in kind donations is the unknown at this time.

Completion of the project would take about 90 working days proposing an August through November time frame.

Mr. Kramer needs to write the specs for the project and came seeking some answers to questions on putting the artificial turf in Kraft Field.

The Board will address this issue again at the January Board meeting.

### **PLAN TO MOVE ACCELERATION CENTER**

*(This item was taken out of agenda order)*

The plan is to move the Acceleration Center to Center Court Fitness Club for more visibility for the Center. The cost to move the Center would be about \$3000.00.

The Board generally agreed this made sense and the space is available now as not before.

A motion was made by Commissioner Panzer to approve moving the Sports Acceleration Center out of the Eagles Arena to Center Court Fitness Club. Seconded by Commissioner Westlund; motion carried.

Cam Tweten also requested ordering the four to six exercise bikes budgeted in C & B for 2010 now and pay out of C & B in 2010.

A motion was made by Commissioner Westlund to approve ordering the bikes and paying for them out of C & B in 2010. Seconded by Commissioner Bollman; motion carried.

### **CONSTRUCTION MANAGER RFP**

Commissioner Westlund asked if the Park District prefers to work with local people or open it to all.

John Staley stated these types of RFPs don't very often limit to locals only, but rather base it on qualifications and selection is usually based on qualifications also.

The Board agreed the RFP was acceptable.

### **EMPLOYEE HEALTH INSURANCE PROPOSAL**

The Employee Health Insurance Committee attended the meeting and briefed the Board on their research on health insurance. Committee representatives expressed a desire to go with The Classic Blue 500 Plan through Blue Cross/Blue Shield that offers 90/10 co-pay and a \$1000.00 family deductible.

Commissioner Westlund asked where we are going with health insurance premiums.

The market shows employers pay 75% to 80% of the premium and employees pay 20% to 25% of the premium. Employees are currently paying 3.8% of the premium.

Commissioner Hutchison stated he has a 90/10 split of the health insurance premium on his mind.

Commissioners Westlund and Panzer stated they would like to see a 50/50 split on the premium increase. That would put employees paying 5% of the total premium.

The Board wants to make its decision on this issue at the mid-month Board meeting.

A motion was made by Commissioner Westlund to approve employees moving to the Classic Blue 500 Plan through Blue Cross/Blue Shield. Seconded by Commissioner Bollman; motion carried.

As of this meeting, then, no two year plan would be acceptable on health insurance until the Board acts on the portion expected to be paid by employees on the premium increase.

## **FOR ACTION**

### **2010 ULLAND GRANTS**

The Board had been presented with the list of grantees. Two amounts were indicated, one with 100% of their request, and one with 80% of their request. Superintendent Palmiscno suggested the 80% amount, as the fund did not earn as much interest this past year as years past.

A motion was made by Commissioner Panzer to approve the 80% amount for the 2010 Ulland Grants. Seconded by Commissioner Westlund; motion carried.

### **EXCLUSIVE CATERING AT LINCOLN**

John Staley informed the Board that anyone renting the clubhouse is made aware of Eagle's Crest catering the events and no one has complained.

A motion was made by Commissioner Westlund to approve exclusive catering to Eagle's Crest for events at Lincoln Park Clubhouse. Seconded by Commissioner Panzer; motion carried.

### **PERSONNEL PLAN ADJUSTMENTS**

Galen Cariveau of Workforce Development addressed the Commissioners stating it is normal to do an audit every three years on job descriptions.

Commissioner Westlund felt Galen's recommendations were always good and made a motion to approve Galen's recommendation for a market study for one position. Seconded by Commissioner Panzer; motion carried.

### **2010 EMPLOYEE COMPENSATION PLAN**

This issue was discussed at the November Board meeting with Commissioners prepared to move on it at this meeting.

A motion was made by Commissioner Panzer to approve for 2010 a 2% cost of living increase, merits at 1%, and get those employees under 85% of market to 85% of market. Seconded by Commissioner Bollman; motion carried.

Commissioner Hutchison stated it is the Board's intent to bring employees to 90% of market as part of the 2011 employee compensation package.

The Board will have additional discussion on the health insurance premium increase issue and hopefully make a decision at the December mid-month Board meeting.

## **PENSION PLAN AMENDMENT FOR PERS PLAN**

Superintendent Mullally stated this amendment must be approved by the Board if the Park District is to continue moving toward joining PERS for the pension plan.

A motion was made by Commissioner Westlund to approve the amendment for the PERS plan. Seconded by Commissioner Panzer; motion carried.

## **FINANCIAL REPORTS**

All reports were accepted as presented.

## **BILLS TO BE APPROVED FOR NOVEMBER**

A motion was made by Commissioner Panzer to approve the bills for November in the amount of \$1,477,298.16 for the Park District and \$10,428.76 for the Foundation. Seconded by Commissioner Westlund; motion carried.

## **SUPERINTENDENTS' REPORTS**

Superintendent Palmiscno reported hockey and skating programs got started the first week of November.

Angels Hockey Tournament will be at the Purpur/Gambucci Arenas December 4 through the 6, and the HERALD/Stastad Hockey Tournament will be at the Purpur/Gambucci Arenas December 17 through the 19.

Center Court Fitness Club reported a to date membership at 1393.

Superintendent Mullally reported the Parks crew is preparing for outdoor flooding and park buildings are ready for winter skating.

The construction of the sidewalk to Ali's Playground is completed and an information kiosk has been installed as well.

## **BOARD MEMBERS' REPORTS**

Board members stated a market study needs to be done for John Staley's position for 2010.

## **EXECUTIVE SESSION**

None.

**ADJOURNMENT**

A motion was made by Commissioner Westlund to adjourn. Seconded by Commissioner Bollman. Motion carried.

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John Staley, Clerk

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Bill Hutchison, President