

**PARK DISTRICT OF THE CITY OF GRAND FORKS  
PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS  
JULY 2, 2019**

The Board of Park Commissioners met for their regular monthly meeting on Tuesday, July 2, 2019, in the Choice Health & Fitness community room, 4401 South 11<sup>th</sup> Street, at 5:00 p.m. with President Panzer presiding.

**ROLL CALL**

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, Community Relations & Marketing Manager Nelson, Facilities Manager Arola, and Office Assistant Parker.

**DELEGATES TO APPEAR BEFORE THE BOARD**

None.

**APPROVAL OF MINUTES FROM JUNE 4, 2019**

Commissioner LaDouceur made a motion to approve the minutes from the June 4, 2019, Board meeting. Commissioner Dvorak seconded the motion; the vote was unanimous, motion carried.

**APPROVAL OF AGENDA (INCLUDING ANY ADDITIONAL ITEMS IF NECESSARY)**

Vice-President Skarperud made a motion to approve the agenda. Commissioner Barta seconded the motion; the vote was unanimous, motion carried.

**FOR DISCUSSION**

**Special Use Permit for University Park – Kappa Sigma Fraternity**

Executive Director Palmiscno informed the Board of a special use permit for the Kappa Sigma Fraternity's Military Heroes Campaign, featuring a Johnny Holm Band concert on August 31. The City of Grand Forks has approved all their necessary permits. Owen Poborsky from Kappa Sigma Fraternity was in attendance to answer any questions. Changes from last year's event will include moving the food trucks next to the warming house and reducing the number of police officers from twelve to eight.

**FOR ACTION**

**Concessionaire Agreement – King's Walk Golf Course and Lincoln Golf Course**

Superintendent of Finance Hellyer presented to the Board a draft of the five-year concessionaire agreement. Modified items from the previous agreement include adjusting the commissions for the non-golf season from November to March to start at 8% the first year, and increase 1/2% each year, until back up to the current 10% commission. The commissions for April to October would remain at 10%. There is an early termination option, at the end of the first year, for the concessionaire included in the draft. Jeff Waind, who would be the owner and operator, was in attendance to answer any questions.

Commissioner Barta made a motion to approve the concessionaire agreement for King's Walk Golf Course and Lincoln Golf Course. Commissioner LaDouceur seconded the motion, the vote was unanimous, motion carried.

### **Sale of Land next to Scheels Sports Complex**

Palmiscno updated the Board on the land that was acquired from the City when the road easement for South 19<sup>th</sup> Street was vacated along Scheels Sports Complex. Palmiscno stated to the Board that to sell the land it would have to be bid. Palmiscno requested approval to sell the land and to accept any bid of \$70,000 of value or higher.

Vice-President Skarperud made a motion to approve the sale of the strip of land next to Scheels Sports Complex giving staff permission to accept the bid, as long as the bid has a minimum value of \$70,000. Commissioner Dvorak seconded the motion, the vote was unanimous, motion carried.

### **Shared Membership Agreement – Choice Health & Fitness and YMCA**

Hellyer updated the Board that the Altru Family YMCA Board has approved and signed the shared membership agreement. Hellyer also went over the highlights of the agreement, including the term of four years and the revenue split.

Commissioner Barta made a motion to approve the shared membership agreement between Choice Health & Fitness and the Altru Family YMCA. Commissioner LaDouceur seconded the motion, the vote was unanimous, motion carried.

### **FINANCIAL REPORT**

Hellyer reviewed the May 2019 financial reports. Vendor payments for May 2019 were \$1,271,584.28.

Vice-President Skarperud made a motion to approve the financial report for May 2019. Commissioner Dvorak seconded the motion; the vote was unanimous, motion carried.

### **STAFF REPORTS**

Hellyer updated the Board on the progress of the 2020 budget. Hellyer inquired if the Board saw a need for a Park and Recreation Committee meeting. The Board decided not to meet in July to discuss the golf course rates, but to allow the golf professional to set the rates. The Finance Committee meeting will be scheduled later in July to review the 2020 budget. Hellyer invited the Board on a parks tour to see new and improved items in various parks. The tour will be scheduled for 3:30 p.m. on August 6<sup>th</sup>, before the August Board meeting. Hellyer presented to the Board the results of the golf course survey that were received.

Choice Health & Fitness General Manager Orr presented June membership numbers and various events that will take place in July.

Facilities Manager Arola updated the Board on the progress of the ice plant renovations at Eagles Arena. Arola stated that the concrete for the shelter at Scheels Sports Complex has been poured and the shelter will go up soon. Arola also stated that the concrete for the storage shop at Kraft Field will be poured next week.

Community Relations & Marketing Manager Nelson reported that the fall/winter recreation guide is being edited and will be completed soon. Nelson also updated the Board on various golf leagues and events for July.

Palmiscno updated the Board that the City of Grand Forks is sharing the cost for a building at Veterans Memorial Park that will have restrooms, a visitor center, and a storage area. Shelters at the park will be constructed shortly, along with Opp Construction erecting the monuments. Palmiscno updated the Board on the Rydell Skate Park at Kannowski Park. Phase 2 of the skate park will not be completed until 2020. Palmiscno stated that for 2019, an addition on the south side of phase 1 would help with a crowding issue in that area. The Grand Forks Parks and Recreation Foundation would contribute up to \$50,000.00 from the Joel Neel fund and then the section would be named for him. Palmiscno stated that he and Vice-President Skarperud are working on planning the hockey shooting room at ICON Sports Center. The room will be financed by Foundation funds in the Chad Johnson Youth Sports fund, the Joel Neel fund, and additional donations. Construction on the room could start by the end of July.

## BOARD MEMEBERS' REPORT

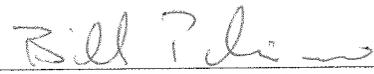
Commissioner Dvorak suggested that the Board meeting start at 4:00 p.m. during the summer months. General discussion followed, but no change from the current 5:00 p.m. meeting time was decided.

Commissioner LaDouceur inquired on having the golf cart bridges at King's Walk inspected. Palmiscno stated that the bridges are annually inspected and informed the Board of the plan to lower the bridges in the future. Commissioner LaDouceur also asked to have the railing on the bridges looked at since he noticed the wood is starting to warp and nails are exposed. Palmiscno said he would have staff look at the railings.

## ADJOURNMENT

Commissioner LaDouceur made a motion at 5:36 p.m. to adjourn. Commissioner Barta seconded the motion; the vote was unanimous, motion carried.

  
Jay Panzer, President

  
Bill Palmiscno, Executive Director and Clerk