

**PARK DISTRICT OF THE CITY OF GRAND FORKS  
PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS  
FEBRUARY 4, 2020**

The Board of Park Commissioners met for their regular monthly meeting on Tuesday, February 4, 2020, 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 Dvorak, Barta, 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 JANUARY 7, 2020**

Commissioner Barta made a motion to approve the minutes from the January 7, 2020, 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 Dvorak seconded the motion; the vote was unanimous, motion carried.

**FOR DISCUSSION**

**2020 Flood Outlook**

Executive Director Palmiscno presented a report showing at various Red River levels the locations and structures that would be affected. Also presented was the National Weather Service long range probabilistic outlook for the Red River in Grand Forks for this spring.

**2020 C&B Update**

Palmiscno presented a report listing several possible C&B projects for 2020. Staff is currently meeting to prioritize the potential list. A parking lot project is one of the larger projects on the list. Bids for the parking lot project will be brought back to the Board at a future meeting for their review. Superintendent of Finance Hellyer advised the Board on various options to pay for these projects. One option would be to use up to \$700,000 from the interim fund in the General Fund. The Board then had general discussion on the potential project list along with the options to fund the projects.

**FOR ACTION**

None.

**FINANCIAL REPORT**

Hellyer reviewed the December 2019 preliminary pre-audited financial reports. Vendor payments for December 2019 were \$746,884.34.

Vice-President Skarperud made a motion to approve the preliminary pre-audited financial report for December 2019. Commissioner Barta seconded the motion; the vote was unanimous, motion carried.

**STAFF REPORTS**

Hellyer informed the Board that the auditors from Brady Martz & Associates will be onsite next week for the annual audit. The Mayor's State of the City is February 21<sup>st</sup>. Hellyer also stated that there are bid openings for 2020 budgeted equipment later this week and the results will be brought to the next Board meeting.

Choice Health & Fitness General Manager Orr presented January membership numbers and various events that will take place in February. Orr further shared a 2019 year in review and a listing of 2019 events hosted at Choice Health & Fitness. Commissioner Dvorak inquired on the implementation of the enhanced software and mobile phone application for Choice Health & Fitness. Orr stated that staff is conducting testing and it should be rolled out for guests soon.

Facilities Manager Arola updated the Board on youth hockey tournaments scheduled and the EDC tournament at Purpur Arena in February. Arola advised the Board on the status of the Eagles and Blue Line Club arena renovations, ICON Sports Center shooting room construction, and upcoming Kraft Field renovations. Arola also stated he is working on user group agreements for the 2020 and future seasons.

Community Relations & Marketing Manager Nelson reported on various events and projects the Marketing Department is working on. Nelson stated that the Giving Hearts Day donations will be going to the Kraft Field renovation project, and the Law Enforcement Memorial Committee will be having a press conference to announce the project.

Palmiscno updated the Board that the Greenway Ski Days was a huge success and that the Knight for a Princess events are filling up. Palmiscno presented to the Board a map of University Park that the Grand Forks City Planning and Zoning office is in the process of updating property lines and easements. Palmiscno also stated he will not be at the March Board meeting.

### **BOARD MEMEBERS' REPORT**

None.

### **ADJOURNMENT**

Vice-President Skarperud made a motion at 5:33 p.m. to adjourn. Commissioner LaDouceur seconded the motion; the vote was unanimous, motion carried.

  
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Jay Panzer, President

  
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Bill Palmiscno, Executive Director and Clerk