

**PARK DISTRICT OF THE CITY OF GRAND FORKS  
PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS  
MARCH 3, 2020**

The Board of Park Commissioners met for their regular monthly meeting on Tuesday, March 3, 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, and Commissioner Barta. Commissioners Dvorak and LaDouceur were absent.

Park District staff in attendance were: Superintendent of Finance Hellyer, Choice Health & Fitness General Manager Orr, Community Relations & Marketing Manager Nelson, Accounting Manager Lancaster, and Office Assistant Parker.

**DELEGATES TO APPEAR BEFORE THE BOARD**

None.

**APPROVAL OF MINUTES FROM FEBRUARY 4, 2020**

Vice-President Skarperud made a motion to approve the minutes from the February 4, 2020, Board Meeting. Commissioner Barta seconded the motion; the vote was unanimous, motion carried. Commissioners Dvorak and LaDouceur were absent.

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

Commissioner Barta made a motion to approve the agenda. Vice-President Skarperud seconded the motion; the vote was unanimous, motion carried. Commissioners Dvorak and LaDouceur were absent.

**FOR DISCUSSION**

**Sponsorship Revenue and Inventory Update**

Kyle Kvamme and Stacey Brorson, with ICON Sports Marketing, presented to the Board an overview of sponsorship revenue generated with the partnership between the Grand Forks Park District and ICON Sports Marketing. They also updated the Board on the remaining inventory available for sponsorships. They are also looking at updating the hockey camera system at the ICON Sports Center and are searching for a beverage cart sponsor at King's Walk Golf Course.

**Northern Valley Law Enforcement Memorial -- Neel Fund Request**

Kyle Kvamme, a member of the Northern Valley Law Enforcement Memorial Campaign Committee, gave an update on the project and requested a \$50,000 donation from the Grand Forks Parks and Recreation Foundation's Neel Fund. The Board agreed to place the request on the agenda for the May Foundation Board Meeting.

**FOR ACTION**

**Optimist Club – Shelter Naming**

Sheila Bruhn, the President of the Optimist Club, requested to name the shelter at Optimist Park the Tim Goetz Memorial Shelter after Tim Goetz, a long-time member of the Optimist Club. The Optimist Club also requested to place a memorial bench at the park to honor Tim Goetz. Vice-President Skarperud raised concerns about naming shelters and the precedence it would set for the future. President Panzer requested staff to develop a policy for naming various items in the Park District parks and facilities.

Commissioner Barta made a motion to approve a memorial bench at Optimist Park for Tim Goetz, similar to other benches in the Park District, and tabled naming the shelter at Optimist Club. Vice-President Skarperud seconded the motion; the vote was unanimous, motion carried. Commissioners Dvorak and LaDouceur were absent.

## FINANCIAL REPORT

Superintendent of Finance Hellyer reviewed the January 2020 financial reports. Vendor payments for January 2020 were \$1,192,080.09.

Vice-President Skarperud made a motion to approve the financial report for January 2020. Commissioner Barta seconded the motion; the vote was unanimous, motion carried. Commissioners Dvorak and LaDouceur were absent.

## STAFF REPORTS

Hellyer advised the Board that budgeted equipment has been bid or quoted, and then ordered. The Park District has ordered two pickups, a Bobcat Toolcat, a 16' parks mower, a greens mower for Lincoln Golf Course and three tee and approach mowers for King's Walk Golf Course. Hellyer stated the Park District is working with auditors from Brady Martz and Associates to finish the 2019 audit. The Finance Committee meeting will be scheduled for the end of March. Bids for parking lot additions and maintenance are still being completed and will be presented at the April meeting. Hellyer also informed the Board that election petitions are not allowed in public facilities.

Community Relations & Marketing Manager Nelson reported on various events and projects the Marketing Department is working on. Nelson updated the Board on Giving Hearts Day, that was held on February 13<sup>th</sup>. Over \$21,500 was raised for the Kraft Field renovation project. Nelson stated that the ICON Sports Center shooting room is planning a soft opening on March 14<sup>th</sup> with a Grand Opening in early April.


Choice Health & Fitness General Manager Orr presented February membership numbers and various events and promotions that will take place in March. Orr further stated that the UND tennis scoreboard will be delivered soon and will need a crane to install. Orr and staff are working with UND and the scoreboard contractor on how best to protect the tennis surface.

## BOARD MEMEBERS' REPORT

Vice-President Skarperud inquired if the Board should make a policy for the future use of the funds in the Neel Fund. General discussion took place on various projects that the fund could be used in the future. No action was taken.

## ADJOURNMENT

Commissioner Barta made a motion at 5:45 p.m. to adjourn. Vice-President Skarperud seconded the motion; the vote was unanimous, motion carried. Commissioners Dvorak and LaDouceur were absent.

  
Jay Panzer, President

  
Tim Skarperud, Vice-President