

**PARK DISTRICT OF THE CITY OF GRAND FORKS
PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS
JUNE 2, 2020**

The Board of Park Commissioners met for their regular monthly meeting on Tuesday, June 2, 2020, 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 Barta, Dvorak, and LaDouceur.

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

DELEGATES TO APPEAR BEFORE THE BOARD

None.

APPROVAL OF MINUTES FROM MAY 5, 2020

Commissioner LaDouceur made a motion to approve the minutes from the May 5, 2020, Board meeting. Commissioner Barta seconded the motion; the vote was unanimous, motion carried.

APPROVAL OF AGENDA (INCLUDING ANY ADDITIONAL ITEMS IF NECESSARY)

Commissioner Barta made a motion to approve the agenda. Commissioner Dvorak seconded the motion; the vote was unanimous, motion carried.

FOR DISCUSSION

Review Potential C&B Projects for 2021

Superintendent of Finance Hellyer presented to the Board the C&B 10-year forecast along with a list of potential projects for 2021. Current projections show that there would be potentially \$370,000 for C&B projects in 2021. Executive Director Palmiscno reviewed the list of potential projects for 2021.

FOR ACTION

ICON Sports Marketing – Ray Richards

Kyle Kvamme with ICON Sports Marketing presented to the Board an opportunity to partner Lincoln Golf Course with Ray Richard's Golf Course for sponsorship opportunities. Details for billing and contracting would still need to be finalized in a manner that would be fair to both parties. The Board agreed that it was a good idea to try and increase sponsorship revenue.

Vice-President Skarperud made a motion for staff to pursue a partnership sponsorship with ICON Sports Marketing, Ray Richards Golf Course, and Lincoln Golf Course. Commissioner Barta seconded the motion; the vote was unanimous, motion carried.

Rydell Skatepark – Request for Proposal for Phase 2

Palmiscno presented to the Board the one request for proposal for phase 2 of the Rydell Skatepark at Kannooski Park that was received from Spohn Ranch. Palmiscno reviewed the funding sources, estimated project costs, and estimated project schedule from the design-build proposal from Spohn Ranch for phase 2 of the skatepark. Palmiscno stated that donations and grants have been received to fund a construction cost of \$300,000. Any additional cost would have to come from new donations.

Vice-President Skarperud made a motion to accept the request for proposal for phase 2 of the Rydell Skatepark at Kannowski Park from Spohn Ranch, not to exceed \$300,000 unless new donations are received. Commissioner Dvorak seconded the motion; the vote was unanimous, motion carried.

COVID-19 – Programs, Facilities, and Staffing

Palmiscno updated the Board on the status of various projects, programs, and facilities relating to the COVID-19 pandemic since the last Board meeting. Parks, playgrounds, restrooms, and the dog park are open and being sanitized on a regular basis. Ulland, Apollo, and Scheels baseball and softball fields are open and ready for play. Tennis and pickleball courts are open. Youth programs will start July 6th. The first two Movie in the Park events have been modified to a drive-in movie setting and are set for June 10th and 25th. The Judd rink at ICON Sports Center will open June 15th. Elks Pool will open June 8th along with all three spray parks. Riverside Pool will open later in the month. Softball and baseball leagues will be starting June 8th. Staff is working on lease agreements renewals with private organizations and has created a COVID-19 waiver for private sports organizations.

Choice Health & Fitness Manager Orr updated the Board on the daily cleaning process and hours of operation. Guest passes will continue to be unavailable and members are required to have their picture on file. Youth will need to be directly supervised by a parent/guardian. The lobby is open with social distancing, but the coffee dispensers have been moved behind the counter of the deli and a small cost will possibly be charged. The lap pool and lazy river in the aquatics area will open, but no towels will be provided. The birthday rooms and childcare will remain closed and the community rooms will only be available to the Park District and Altru. The gym will open with three people per basketball hoop with no game play. Racquetball courts will open for practice and singles play. Group exercise room will remain closed for classes, but classes have been well attended that are held outside in the grass and parking lot. Locker rooms will open with social distancing policies in effect. Currently, visits are down roughly 65% from historic data.

Palmiscno presented to the Board a letter from Altru Hospital requesting to defer for two years, the payment of \$175,500 for their naming donation for the Altru Wellness Village. The Board and staff discussed the history and conversations that have taken place on the naming donation and the in-kind donation. Staff would like to negotiate a new agreement and incorporate the in-kind donation into the new contract.

Commissioner LaDouceur made a motion to approve the plan to reopen programs and facilities. Commissioner Dvorak seconded the motion; the vote was unanimous, motion carried.

Parking Lot Bids - Construction

Hellyer presented to the Board the bids for parking lot construction that was tabled at the last Board meeting. Opp Construction has agreed to extend the current bid to August 5, 2020.

Commissioner LaDouceur made a motion to table the Parking Lot Bids – Construction. Commissioner Dvorak seconded the motion; the vote was unanimous, motion carried.

Resolution for Sale of Used Equipment

Hellyer presented to the Board a list of used equipment that the Park District would like to sell. Staff recommends advertising the sale and award the used equipment to the highest bidder.

Vice-President Skarperud made a motion to approve the Resolution for Sale of Used Equipment. Commissioner Dvorak seconded the motion; the vote was unanimous, motion carried.

APPROVAL OF FINANCIAL REPORT

Hellyer reviewed the April 2020 financial reports. Vendor payments for April 2020 were \$2,632,936.38.

Vice-President Skarperud made a motion to approve the financial report for April 2020. Commissioner Dvorak seconded the motion; the vote was unanimous, motion carried.

STAFF REPORTS

Hellyer advised the Board that the next Board meeting will be July 7th, with the Grand Forks Parks and Recreation Foundation Board meeting immediately following. Hellyer stated that the semi-annual payday for the Board members will be June 5th. Staff is working on the preliminary 2021 budget and will present to the Finance Committee in July, and then to the Board in August. Hellyer also stated that FEMA funds are available to the Park District for COVID-19 expenses.

Orr presented May membership numbers. Orr stated that Choice Health & Fitness will begin billing in June and provide a credit for half of March. All of programming for June has been cancelled and summer programs will begin on July 6th. Choice Health & Fitness will be closed on July 4th.

Facilities Manager Arola initiated a discussion on the Park District's stance on hosting tournaments from out of town organizations. The Board agreed that tournaments for out of town teams should be delayed until mid-July due to COVID-19.

Palmiscno stated that the monuments at Veterans Memorial Park are being installed with a completion date scheduled for October.

Community Relations & Marketing Manager Nelson updated the Board on various projects and events that included the activity guide being online.

BOARD MEMEBERS' REPORT

Commissioner Barta thanked the fellow Board members and staff for their hard work over the last 8 years.

Commissioner Dvorak thanked President Panzer and Commissioner Barta for their years of service.

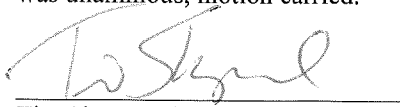
Vice-President Skarperud thanked Commissioner Barta for his 8 years of service. He also thanked President Panzer and presented him a plaque commemorating his 16 years of service.

Commissioner Ladouceur thanked Commissioner Barta and presented him a plaque commemorating his 8 years of service and thanked President Panzer for his 16 years of service.

President Panzer advised the Board that he received a call about a local business using a loudspeaker to advertise their business in Riverside Park and Lincoln Drive Park. Staff will inquire on no solicitating and noise ordinance signage to see if it is appropriate. Panzer thanked the staff and fellow Board members for their service.

ADJOURNMENT

Commissioner Barta made a motion at 6:07 p.m. to adjourn. Commissioner LaDouceur seconded the motion; the vote was unanimous, motion carried.



Tim Skarperud, Vice-President



Bill Palmiscno, Executive Director and Clerk

