

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

The Board of Park Commissioners met for their regular monthly meeting on Tuesday, August 4, 2020, in the Choice Health & Fitness community room, 4401 South 11<sup>th</sup> Street, at 5:00 p.m. with President Skarperud presiding.

**ROLL CALL**

Present were President Skarperud, Commissioners Bartholomew, Dvorak, and Kraft. Vice-President LaDouceur was absent.

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

**DELEGATES TO APPEAR BEFORE THE BOARD**

None.

**APPROVAL OF MINUTES FROM JULY 7, 2020**

Commissioner Dvorak made a motion to approve the minutes from the July 7, 2020, Board meeting. Commissioner Bartholomew seconded the motion; the vote was unanimous, motion carried. Vice-President LaDouceur was absent.

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

Commissioner Dvorak made a motion to approve the agenda. Commissioner Bartholomew seconded the motion; the vote was unanimous, motion carried. Vice-President LaDouceur was absent.

**FOR DISCUSSION**

None

**FOR ACTION**

**2021 Preliminary Budget**

Superintendent of Finance Hellyer presented the preliminary 2021 budget. The budget includes a mill levy of 38.20 mills, a decrease of 0.80 mills from the 2020 budget. Value of a mill was \$229,620 for 2020 and is projected to be \$237,908 for 2021. The salary package increase is planned at 3%. Equipment purchases for all funds were reviewed totaling \$308,000. The process of having staff approve bids that are under the funds budgeted equipment amount will continue. The planned transfers between funds were reviewed, along with the proposed rate increases for King's Walk Golf Course. Executive Director Palmiscno led a discussion on possibly closing the lowest used outdoor rinks. The Board requested this to be addressed at the next meeting. Hellyer requested a change to the preliminary budget presented at the Finance Committee meeting on July 13, 2020. Altru Health System has now decided to make their pledge payment of \$175,500 for Choice Health & Fitness for the next two years. This Altru Health System decision will increase the General Fund's projected beginning balance for 2021 and decrease the needed transfer from the General Fund to Choice Health & Fitness, from \$350,000 to \$175,000. The total preliminary budget for 2021 is planned to be \$17,170,400.

Commissioner Kraft made a motion to approve the 2021 preliminary budget with the amended transfers. Commissioner Bartholomew seconded the motion; the vote was unanimous, motion carried. Vice-President LaDouceur was absent.

## **Grant Application – Northern Valley Law Enforcement Memorial**

Palmiscno informed the Board on the progress of the Northern Valley Law Enforcement Memorial fundraising and is requesting approval to submit a grant application to the Garrison Diversion Conservancy District for \$62,480. Approval from the Board is required before the application can be submitted for consideration.

Commissioner Dvorak made a motion to approve the Garrison Diversion Conservancy District grant application for the Northern Valley Law Enforcement Memorial. Commissioner Bartholomew seconded the motion; the vote was unanimous, motion carried. Vice-President LaDouceur was absent.

## **APPROVAL OF FINANCIAL REPORT**

Hellyer reviewed the June 2020 financial reports. Vendor payments for June 2020 were \$550,994.58.

Commissioner Dvorak made a motion to approve the financial report for June 2020. Commissioner Kraft seconded the motion; the vote was unanimous, motion carried. Vice-President LaDouceur was absent.

## **STAFF REPORTS**

Community Relations & Marketing Manager Nelson updated the Board on various projects involving the Marketing Department. The postcard for the virtual fall/winter recreation guide will be sent out around the middle of August, followed by the program guide for Choice Health & Fitness. Movie in the parking lot will be August 6<sup>th</sup> and 13<sup>th</sup> at the Alerus Center parking lot. Nelson noted various King's Walk Golf Course events. Nelson also noted events and fundraising efforts for the Rydell skate park located at Kannowski Park and the Northern Valley Law Enforcement Memorial located at Optimist Park.

Hellyer reminded the Board that the final 2021 budget will be presented at the October 6, 2020 Board meeting at 5 p.m. Hellyer stated that the King's Walk Golf Course Yamaha beverage cart was purchased for \$15,075.

Choice Health & Fitness General Manager Orr presented July membership numbers. Orr updated the Board on programs and stated that the online program registration is working well. The strength and conditioning contract for Grand Forks High Schools has been renewed. Choice Health & Fitness will be extending hours of operation in September, after Labor Day. Orr stated that he will be applying for a USTA grant for COVID-19 related expenses. Orr inquired of the Board to see if they had issues with the Grand Forks Marathon holding their event on Park District property. Currently the Grand Forks Marathon has not canceled or postponed the event. The Board had no issues as long as the Grand Forks Marathon follows all safety protocols, when using Park District facilities.

Facilities Manager Arola stated that summer programs are coming to an end. The indoor ice rinks at ICON Sports Center are busy. Fall soccer and football will be starting soon. Ulland Sports Complex will be holding slow pitch tournaments the next couple weekends. Elks Pool is scheduled to close on August 16<sup>th</sup> and Riverside Pool on August 23<sup>rd</sup>.

Palmiscno updated the Board on the Forestry Department's tree and stump removals. King's Walk Golf Course has put out the ball washers and sand trap rakes around the course. Palmiscno and staff will be meeting with Altru Health System to discuss their in-kind donation pledge. Palmiscno stated that the Manvel Golf Course has been heavily damaged by summer flooding and has borrowed the over-seeder from King's Walk Golf Course to seed their fairways. Palmiscno presented to the Board a report showing some of the contributions to the community that are made by the Grand Forks Park District.

## **BOARD MEMEBERS' REPORTS**

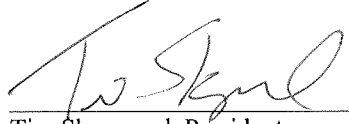
Commissioner Bartholomew inquired on lap swimming at the outdoor pools. Palmiscno stated there is a master swim program in the mornings at Riverside Pool. Commissioner Bartholomew then informed staff that an economic

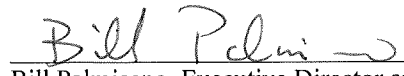
resiliency grant may be available to the Park District for COVID-19 items. Hellyer said he will look into the grant to see if the Park District qualifies.

Commissioner Kraft stated that at Lincoln Golf Course, he has witnessed that there were not enough golf carts for customers. Hellyer stated there was battery issues with some of the carts, and that Golf Pro Tannahill is updating the procedures for charging the carts.

**ADJOURNMENT**

Commissioner Dvorak made a motion at 6:01 p.m. to adjourn. Commissioner Kraft seconded the motion; the vote was unanimous, motion carried. Vice-President LaDouceur was absent.

  
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Tim Skarperud, President

  
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Bill Palmiscno, Executive Director and Clerk