

**PARK DISTRICT OF THE CITY OF GRAND FORKS
PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS
OCTOBER 6, 2020**

The Board of Park Commissioners met for their regular monthly meeting on Tuesday, October 6, 2020, in the Choice Health & Fitness community room, 4401 South 11th Street, at 5:00 p.m. with President Skarperud presiding.

ROLL CALL

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

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

DELEGATES TO APPEAR BEFORE THE BOARD

None.

APPROVAL OF MINUTES FROM SEPTEMBER 1, 2020

Vice-President LaDouceur made a motion to approve the minutes from the September 1, 2020, Board meeting. Commissioner Dvorak seconded the motion; the vote was unanimous, motion carried.

APPROVAL OF AGENDA (INCLUDING ANY ADDITIONAL ITEMS IF NECESSARY)

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

PUBLIC HEARING

2020 Property Tax Levy

President Skarperud opened the public hearing. No one from the public was present to comment at the public hearing. The public hearing was closed.

FOR DISCUSSION

None.

FOR ACTION

Final 2021 Budget and Ordinance #183

Superintendent of Finance Hellyer presented to the Board the final 2021 budget. The final budget includes a mill levy of 38.20 mills, a decrease of 0.80 mills from the 2020 budget. Value of a mill for the 2021 budget year is projected to be \$237,908. Hellyer updated the Board on the current year operations for each fund and projected the ending cash balances for 2020. No changes have been made to the preliminary 2021 budget since it was approved on August 4, 2020.

Commissioner Dvorak made a motion to approve the final 2021 budget and Resolution of Annual Appropriations and Tax Levy for 2020, Ordinance 183. Commissioner Bartholomew seconded the motion; the vote was unanimous, motion carried.

Kraft Field Facility Use Agreement – Expedition League, Inc.

Executive Director Palmiscno presented to the Board a draft of the lease agreement for Kraft Field with the Expedition League, Inc. Staff is working with the Expedition League, Inc. on deciding details regarding sponsorships, concessions, serving alcohol, facility improvements, and facility scheduling.

Vice-President LaDouceur made a motion to allow the Executive Director to approve the Kraft Field Facility Use Agreement with the Expedition League, Inc., once the details regarding sponsorships, concessions, serving alcohol, facility improvements, and facility scheduling are finalized. Commissioner Kraft seconded the motion; the vote was unanimous, motion carried.

FINANCIAL REPORT

Hellyer reviewed the August 2020 financial reports. Vendor payments for August 2020 were \$721,069.03

Vice-President LaDouceur made a motion to approve the financial report for August 2020. Commissioner Bartholomew seconded the motion; the vote was unanimous, motion carried.

STAFF REPORTS

Hellyer updated the Board on the progress of various grant opportunities.

Choice Health & Fitness General Manager Orr presented to the Board the September membership numbers and various events that will take place in October. Membership numbers are at about 85% from last year. Facility usage is at about 60% from last year. These membership and usage numbers are similar to what other area fitness facilities are seeing that Orr contacted. Orr stated that Tony Peterson has been hired as the Sports and Recreation Coordinator.

Facility Manager Arola stated to the Board that staff are winterizing and closing summer facilities and transitioning community rooms to warming houses for the outdoor rinks. The Blue Line Club Arena will have rentable ice next week followed by Gambucci Arena and Purpur Arena. Youth hockey programs will begin in the coming weeks.

Community Relations & Marketing Manager Nelson updated the Board on various projects involving the Marketing Department. Nelson stated they are working on signage at various parks and facilities and that Santa Village will be located at the vacant Lane Bryant store location by the Target store on 32nd Avenue South.

Palmiscno stated to the Board that the Northern Valley Law Enforcement Memorial did not receive the grant from the Garrison Diversion Project due to memorials no longer are eligible for the grant. Palmiscno informed the Board of a request from a concerned citizen to have a mask mandate at the arenas, along with closing arena locker rooms. A discussion took place on implementing a mask mandate and closing locker rooms. It was decided to recommend the use of masks at the arenas and limit locker room usage to fifteen minutes before and after the game or rental. Commissioner Bartholomew will meet with the Grand Forks Youth Hockey Association on the use of masks.

BOARD MEMEBERS' REPORT

President Skarperud was approached by a citizen about using an indoor space to gather, but still social distance. Palmiscno suggested they use the mezzanine at Purpur Arena or the ICON Sports Center community room.

ADJOURNMENT

Vice-President LaDouceur made a motion at 5:54 p.m. to adjourn. Commissioner Dvorak seconded the motion; the vote was unanimous, motion carried.


Tim Skarperud, President


Bill Palmiscno, Executive Director and Clerk