

**PARK DISTRICT OF THE CITY OF GRAND FORKS
PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS
FEBRUARY 1, 2021**

The Board of Park Commissioners met for their regular monthly meeting on Monday, February 1, 2021, in the Choice Health & Fitness community room, 4401 South 11th Street, at 5:00 p.m. with Vice-President LaDouceur presiding.

ROLL CALL

Present were Vice-President LaDouceur, Commissioners Bartholomew, Dvorak, and Kraft. President Skarperud arrived at 5:06 p.m.

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, Sports & Recreation Manager Rollefstad, Accounting Manager Lancaster, and Office Assistant Parker.

CITIZENS OR DELEGATES TO APPEAR BEFORE THE BOARD

None.

APPROVAL OF MINUTES FROM JANUARY 5, 2021

Commissioner Kraft made a motion to approve the minutes from the January 5, 2021 Board meeting. Commissioner Dvorak seconded the motion; the vote was unanimous, motion carried. President Skarperud was absent.

APPROVAL OF AGENDA

No additional items were added to the agenda. For Discussion was moved after For Action. For Action items B and C were exchanged in order on the agenda.

FOR ACTION

Altru Wellness Village Updated Naming Rights Agreement

Superintendent of Finance Hellyer presented to the Board the updated Altru Wellness Village Naming Rights Agreement. The updated agreement will replace the original naming agreement that was signed on September 10, 2010. The updated agreement clarifies the naming term, in-kind donation process, separates Altru Family YMCA from the Park District agreement, and defines health care services that has right of first refusal. Altru has already approved and signed the updated agreement.

Commissioner Dvorak made a motion to approve the Altru Wellness Village Updated Naming Rights Agreement. Commissioner Kraft seconded the motion; the vote was unanimous, motion carried. President Skarperud was absent.

Initial Resolution Refunding Bonds Series 2021A and Series 2021B

Hellyer presented the initial refunding bond resolution that would consolidate two general obligation special assessment bonds into a Series 2021A bond and consolidate three improvement bonds into a Series 2021B bond. By refunding these bonds it is estimated that the Park District will be able to save approximately \$1,000,000 in interest and reduce the debt service payments by six years. If the initial resolution is approved, at the next Board meeting a parameters resolution will need to be approved to authorize staff to accept the bond sale if the outlined parameters are met.

Commissioner Bartholomew made a motion to approve the Initial Resolution Refunding Bonds Series 2021A and Series 2021B. Commissioner Dvorak seconded the motion; the vote was unanimous, motion carried. President Skarperud was absent.

President Skarperud arrived at 5:06 p.m. and Vice-President LaDouceur turned control of the meeting over to President Skarperud.

Eagles/Blue Line Club Arena Renovation and Naming

Executive Director Palmiscno presented to the Board concept drawings for a renovation project of Eagles/Blue Line Club arena and a draft of naming right opportunities. This project will be funded primarily by donations. President Skarperud stated that the fundraising committee has commitments of approximately \$1,300,000, before a fundraising campaign has begun. Staff is seeking approval to proceed with the Eagles/Blue Line Club arena renovation project and to authorize the renaming of the facility and two ice sheets.

Vice-President LaDouceur made a motion for staff to proceed with the Eagles/Blue Line Club arena renovation project and to rename the facility and two ice sheets. Commissioner Dvorak seconded the motion; the vote was unanimous, motion carried.

Full-time Staff Addition at Eagles Arena/Apollo Sports Complex

Palmiscno informed the Board that the prior individual in this position resigned in the fall of 2020. At that time a full-time employee was hired to work at ICON Sports Center in the winter and at Ulland Sports Complex in the summer to fill a need at those facilities. Part-time employees have been used to fill the needs at Eagles Arena. Discussion followed on the needs in these two areas and the added cost of the position.

Commissioner Dvorak made a motion to approve a full-time staff addition that would split time between Eagles Arena and Apollo Sports Complex. Commissioner Kraft seconded the motion; the vote was unanimous, motion carried.

Williamson Park – Plat Updates

Palmiscno presented a map of the Williamson Park proposed lot changes. The plan would consolidate multiple lots and transfer to the City of Grand Forks the land that the water tower is located on.

Vice-President LaDouceur made a motion to approve the Williamson Park plat updates. Commissioner Dvorak seconded the motion; the vote was unanimous, motion carried.

University Park – Plat Updates

Palmiscno presented a map of the University Park proposed lot changes. Currently the City of Grand Forks owns the lot where the prior lift station was located and is now maintained by the Park District. The Park District owns the lot where the current City lift station is located. The proposed lot changes would exchange ownership of the lift station lots between the Park District and the City of Grand Forks.

Vice-President LaDouceur made a motion to approve the University Park plat updates. Commissioner Bartholomew seconded the motion; the vote was unanimous, motion carried.

FOR DISCUSSION

Executive Director Hiring Committee Update

President Skarperud updated the Board on the process for hiring the next Executive Director. Two internal applications were received, Superintendent of Finance Hellyer and Community Relations and Marketing Manager Nelson. Both applicants meet the qualifications of the job description of the Executive Director. The Board then agreed that they would interview the candidates on Monday, February 8, 2021, at the Grand Forks Park District office in the Blue Line Club Board room. Nelson will be interviewed at 10:00 a.m., Hellyer will be interviewed roughly at 11:00 a.m., and immediately following the interviews, the Board will meet for deliberations. The Board and staff were reminded that the interviews will be open to the public.

FINANCIAL REPORT

Hellyer reviewed the December 2020 financial reports. Vendor payments for December 2020 were \$1,307,820.99.

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

STAFF REPORTS

Hellyer informed the Board the auditors will be at the Park District office the week of February 8, 2021, to complete the 2020 audit. Historically, the final audit report is presented at the April Board meeting for approval. Hellyer stated equipment bids for 2021 will be advertised in the Grand Forks Herald on February 6th and 13th. Hellyer stated the King's Walk course bond has a call date in 2021 and suggested paying the bond off two years early to save approximately \$35,000 in interest. Hellyer stated he is tracking several legislative items at the 2021 session.

Choice Health & Fitness General Manager Orr presented to the Board the January membership numbers and upcoming events. Orr stated that Governor Burgum has moved the ND Smart Restart risk level to the green level which allows for additional facility access and larger numbers. Orr also reported the 2020 Year in Review at Choice Health & Fitness that highlighted activities and events that occurred and events that were cancelled due to the COVID-19 pandemic.

Community Relations & Marketing Manager Nelson stated additional signage was added at ICON Sports Center. Nelson stated that the Greenway Ski Day is scheduled for February 6th and work has begun on the 2021 summer recreation guide, golf promotions, and spring recreation programming. Giving Hearts Day is February 11th and all proceeds will benefit the Northern Valley Law Enforcement Memorial. Nelson stated the Eagles Arena renovation project fundraising will kick off shortly and she also updated the Board on the progress of a possible Children's Museum and destination playground.

Facilities Manager Arola stated high school regional and state hockey tournaments are scheduled at the end of the month and youth tournaments every weekend. Arola is also starting to schedule baseball and softball summer activities.


Palmiscno updated the Board on the Kraft Field fundraising process and stated that the Park District has applied for a \$215,000 grant through the Land & Water Conservation Fund to install turf on diamond #4 at Apollo Complex. The Park District has signed a contract with the Baseball Commission Inc., for the 2022 baseball season. Veterans Memorial Park is scheduled to have a grand opening on September 11, 2021.

BOARD MEMBERS' REPORT

President Skarperud inquired on adding additional signage to the locker room hallways at ICON Sports Center stating for players and coaches only. Staff will look at putting up additional signs for future games.

ADJOURNMENT

Vice-President LaDouceur made a motion at 5:51 p.m. to adjourn. Commissioner Dvorak seconded the motion; the vote was unanimous, motion carried.



Tim Skarperud, President



Bill Palmiscno, Executive Director and Clerk