

**PARK DISTRICT OF THE CITY OF GRAND FORKS
PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS
APRIL 2, 2019**

The Board of Park Commissioners met for their regular monthly meeting on Tuesday, April 2, 2019, 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, Commissioners Barta, Dvorak, and LaDouceur. Vice-President Skarperud was absent.

Park District staff in attendance were: Executive Director Palmiscno, Choice Health & Fitness General Manager Orr, Community Relations & Marketing Manager Nelson, Facilities Manager Arola, Head Golf Professional Tannahill, Accounting Manager Lancaster, and Office Assistant Parker.

APPROVAL OF MINUTES FROM MARCH 12, 2019

Commissioner Barta made a motion to approve the minutes from the March 12, 2019, Board meeting. Commissioner Dvorak seconded the motion; the vote was unanimous, motion carried. Vice-President Skarperud was absent.

ADDITIONAL ITEMS FOR THE AGENDA

None.

DELEGATES TO APPEAR BEFORE THE BOARD

None.

FOR DISCUSSION

Sponsorship Revenue and Inventory Update

Kyle Kvamme and Riley Miller, 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.

FOR ACTION

Vacate Road -- South 19th Street by Scheels Sports Complex

Mike Korman from CPS, Inc. presented a plan to vacate South 19th Street, between 44th Avenue South and 47th Avenue South, which is along the east border of Scheels Sports Complex. By vacating the road, the Park District would be agreeing with the City of Grand Forks to eliminate the road easement. Eliminating the road easement would save the Park District on future special assessments on the street and infrastructure that would not be installed. The usable 40' strip of land obtained by the Grand Forks Park District by eliminating the road easement may be desirable for purchase by the adjacent land owner.

Commissioner Barta made a motion to vacate the road easement on South 19th Street, between 44th Avenue South and 47th Avenue South, along Scheels Sports Complex. Commissioner LaDouceur seconded the motion, the vote was unanimous, motion carried. Vice-President Skarperud was absent.

2018 Audit Report

Accounting Manager Lancaster presented to the Board the 2018 Audit Report and went over the summary of funds worksheet for 2018. Brady Martz had no management comments.

Commissioner Dvorak made a motion to approve the 2018 Audit Report. Commissioner Barta seconded the motion, the vote was unanimous, motion carried. Vice-President Skarperud was absent.

Kiwanis Park – Special Needs Playground – Grant Application

Executive Director Palmiscno presented to the Board a Park District plan to work with the Grand Forks School District to install a special needs playground for kids between the ages of three and five at Kiwanis Park. The Park District would apply for various grants, including the Garrison Diversion Conservancy District grant, to help offset some of the costs of the playground. To apply for the grant, specific approval of the project is needed by the Board.

Commissioner Dvorak made a motion to approve the special needs playground at Kiwanis Park. Commissioner Barta seconded the motion, the vote was unanimous, motion carried. Vice-President Skarperud was absent.

EXECUTIVE SESSION

Choice Health & Fitness and the Altru Family YMCA Shared Membership Agreement (negotiations)

Commissioner LaDouceur made a motion to go into Executive Session to discuss the Choice Health & Fitness and the Altru Family YMCA Shared Membership Agreement (negotiations) at 5:20 p.m. Commissioner Dvorak seconded the motion; the vote was unanimous, motion carried. Vice-President Skarperud was absent. The Board went into Executive Session.

The legal authority for closing this portion of the meeting is North Dakota Century Code section 44-04-19.1(9). Board members present were President Panzer, Commissioners Barta, Dvorak, and LaDouceur. Vice-President Skarperud was absent. Park District staff in attendance were: Executive Director Palmiscno, Choice Health & Fitness General Manager Orr, Community Relations & Marketing Manager Nelson, Facilities Manager Arola, Head Golf Professional Tannahill, Accounting Manager Lancaster, and Office Assistant Parker.

The topic discussed was on the draft of the new shared membership agreement with the Altru Family YMCA.

At 5:34 p.m. the Board came out of Executive Session. President Panzer stated that no action was needed since only discussion took place in Executive Session.

FINANCIAL REPORT

Lancaster reviewed the February 2019 financial reports. Vendor payments for February 2019 were \$709,499.45.

Commissioner LaDouceur made a motion to approve the financial report for February 2019. Commissioner Barta seconded the motion; the vote was unanimous, motion carried. Vice-President Skarperud was absent.

STAFF REPORTS

Lancaster reminded the Board that the Grand Forks Parks and Recreation Foundation Board Meeting will take place May 7, 2019 immediately following the regular Board meeting.

Choice Health & Fitness General Manager Orr presented March membership numbers and various events that will take place in April. The Jr. Grand Am Basketball Tournament will be using the gymnasium starting at 1 p.m. on Friday, April 5, and going throughout the weekend. Tim and Tom Wynne will be inducted into the USTA Northern Hall of Fame. Personal Trainer Coordinator Zeb Miller has resigned, and the future makeup of the position is being discussed.

Head Golf Professional Tannahill stated that King's Walk Golf Course may open for the season in the coming weeks, depending on the weather. Tannahill informed the Board on his recollection of the origin of the King's Walk Golf Course membership discount for new development at Deacon's Development along with the possible construction of a cart path access to the course from the east side of Deacon's Development.

Facilities Manager Arola updated the Board on the status of the arenas and upcoming hockey tournaments and events.

Community Relations & Marketing Manager Nelson reported that the Spring/Summer Activity Guide will be mailed the week of April 8th.

Palmiscno updated the Board on the spring flood preparations. There is a 95% chance that the flood waters will reach 45 feet. The flood wall at the entrance of Riverside Park will be going up next week.

BOARD MEMEBERS' REPORT


None.

ADJOURNMENT

Commissioner LaDouceur made a motion at 5:50 p.m. to adjourn. Commissioner Barta seconded the motion; the vote was unanimous, motion carried. Vice-President Skarperud was absent.



Jay Panzer, President



Bill Palmiscno, Executive Director and Clerk