

**PARK DISTRICT OF THE CITY OF GRAND FORKS
PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS
NOVEMBER 5, 2019**

The Board of Park Commissioners met for their regular monthly meeting on Tuesday, November 5, 2019, in the Choice Health & Fitness community room, 4401 South 11th Street, at 5:00 p.m. with Vice-President Skarperud presiding.

ROLL CALL

Present were Vice-President Skarperud, and Commissioners Barta, Dvorak, and LaDouceur. President Panzer was absent.

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

DELEGATES TO APPEAR BEFORE THE BOARD

None.

APPROVAL OF MINUTES FROM OCTOBER 1, 2019

Commissioner Barta made a motion to approve the minutes from the October 1, 2019 Board Meeting. Commissioner Dvorak seconded the motion; the vote was unanimous, motion carried. President Panzer was absent.

APPROVAL OF AGENDA (INCLUDING ANY ADDITIONAL ITEMS IF NECESSARY)

Commissioner Barta made a motion to approve the agenda. Commissioner LaDouceur seconded the motion; the vote was unanimous, motion carried. President Panzer was absent.

FOR DISCUSSION

Executive Director Evaluation Process

Superintendent of Finance Hellyer discussed the Executive Director evaluation process completed in the past. President Panzer and Commissioner Dvorak were appointed to serve on the committee to perform the annual evaluation of Executive Director Palmiscno. The evaluation will be scheduled later in November.

Kraft Field Fundraising for Improvements Update

Executive Director Palmiscno updated the Board on the condition of Kraft Field. Aaron Dunphy from the Grand Forks Youth Baseball Association presented to the Board a proposal from JLG Architects that included grandstand replacement, dugout and bullpen replacement, clubhouse addition, spectator patio addition, and landscaping. The Grand Forks Youth Baseball Association requested permission from the Board to begin fundraising for the projects. The Board agreed that Kraft Field needs improvements and granted the association permission to begin fundraising efforts to fund the improvements. Staff will meet with association representatives to determine what the next steps should be.

FOR ACTION

None.

FINANCIAL REPORT

Hellyer reviewed the September 2019 financial reports. Vendor payments for September 2019 were \$1,179,166.15.

Commissioner LaDouceur made a motion to approve the financial report for September 2019. Commissioner Dvorak seconded the motion; the vote was unanimous, motion carried. President Panzer was absent.

STAFF REPORTS

Hellyer advised the Board of a webinar for elected officials presented by the ND League of Cities on November 14, 2019 at 10:00 to 11:00 a.m.

Choice Health & Fitness General Manager Orr presented October membership numbers and various events that will take place in November. Orr updated the Board that teams may be limited for city league basketball due to the lack of referees. Orr also stated that UND is looking into installing a sound system and scoreboard to the indoor tennis courts.

Golf Pro Tannahill gave a summary of the golf seasons at King's Walk and Lincoln Golf Courses.

Facility Manager Arola updated the Board that the Eagles and Blue Line Club Arenas upgrade is almost complete. The ice is starting to go in and the arenas are planned to open on Monday, November 11th. Arola also updated the Board on the construction of the ICON Sports Center shooting room that should be completed by the end of the year.

Community Relations & Marketing Manager Nelson updated the Board that new park signs are being installed at parks around the city. Nelson also stated that the Marketing Department is working with the City on the 2020 Grand Forks calendar.


Palmiscno updated the Board that five shelters have been constructed at Veterans Memorial Park. Palmiscno stated that all the outdoor rink boards are up and suggested that the recorded outdoor rink attendance be reviewed after this winter to see if some of the outdoor rinks could be eliminated in future years. Palmiscno also updated the Board that the Forestry Department received 306 calls, pruned 1,390 trees, and removed 44 trees throughout the city from the winter storm in early October.

BOARD MEMEBERS' REPORT

None.

ADJOURNMENT

Commissioner Barta made a motion at 5:21 p.m. to adjourn. Commissioner Dvorak seconded the motion; the vote was unanimous, motion carried. President Panzer was absent.



Tim Skarperud, Vice-President



Bill Palmiscno, Executive Director and Clerk