

**PARK DISTRICT OF THE CITY OF GRAND FORKS
PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS
JANUARY 7, 2020**

The Board of Park Commissioners met for their regular monthly meeting on Tuesday, January 7, 2020, 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, Vice-President Skarperud, Commissioners Dvorak, Barta, and LaDouceur.

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, and Office Assistant Parker.

DELEGATES TO APPEAR BEFORE THE BOARD

None.

APPROVAL OF MINUTES FROM DECEMBER 3, 2019

Commissioner LaDouceur made a motion to approve the minutes from the December 3, 2019, Board Meeting. Commissioner Dvorak seconded the motion; the vote was unanimous, motion carried.

APPROVAL OF AGENDA (INCLUDING ANY ADDITIONAL ITEMS IF NECESSARY)

Vice-President Skarperud made a motion to approve the agenda. Commissioner Barta seconded the motion; the vote was unanimous, motion carried.

FOR DISCUSSION

None.

FOR ACTION

Bank Quotes for Investment of Interim Carryover Funds

Superintendent of Finance Hellyer presented the money market account interest rate quotes that were requested from the three main banking partners. All three banks submitted quotes ranging from 1.25% to 2.03% for their money market accounts.

Hellyer presented the investment interest rate quotes that were requested from the three main banking partners along with any other bank that reached out to the Park District. Seven quotes were submitted ranging from 1.25% to 2.11% for investments.

Commissioner Barta made a motion to approve the Choice Bank quote of 2.03% for the money market account and the Choice Bank quote of 2.11% CD's for the investments. Commissioner LaDouceur seconded the motion, the vote was unanimous, motion carried.

Joint Powers Agreement for Elections

Executive Director Palmiscno presented the Joint Powers Agreement for Elections. This agreement is similar to prior year's agreements where general election costs are shared between the County, City, School District, and Park District. The Park District's portion of the election costs is \$8,000.

Vice-President Skarperud made a motion to accept the Joint Powers Agreement for Elections. Commissioner Dvorak seconded the motion, the vote was unanimous, motion carried.

Year End Transfers for Various 2019 Projects

Hellyer discussed the year end transfers for various 2019 projects totaling \$886,000. Hellyer is recommending approval of transfers from the Recreation Fund to Lincoln Golf Course for \$40,000 for 2019 budget shortfalls, General Fund to C&B for \$16,000 for the signage/branding excess expenses, General Fund to C&B for \$810,000 for the 2019 Eagles

Arena Renovation, and C&B to Choice Health & Fitness for \$20,000 for window tinting in the lobby, aquatics, and childcare areas.

Commissioner Barta made a motion to approve the year end transfers for various 2019 projects as presented. Vice-President Skarperud seconded the motion; the vote was unanimous, motion carried.

Designate Bank Depositories

Hellyer stated that every January the Park District designates the banks depositories that will be used to meet ND Century Code requirements. He recommended using the bank depositories as presented.

Commissioner LaDouceur made a motion to approve the bank depositories as presented. Commissioner Barta seconded the motion; the vote was unanimous, motion carried.

FINANCIAL REPORT

Hellyer reviewed the November 2019 financial reports. Vendor payments for November 2019 were \$2,027,700.73.

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

STAFF REPORTS

Hellyer reported on the large purchases made by the Forestry department. An unbudgeted payloader was Board approved to be purchased at the beginning of the year to replace the payloader that needed major repairs. A 2019 budgeted purchase of a large aerial lift will be delivered and paid for in 2020 due to the timing of constructing the aerial lift. Hellyer informed the Board that the Foundation transferred \$31,278.72 from the Chad Johnson Youth Sports fund and \$20,502.16 from the Neel fund in December 2019 to cover the costs of the ICON Sports Center shooting room. Hellyer reminded the Board that election forms are due April 6th for President Panzer, Commissioner Barta, and anyone else that would like to run in the upcoming election.

Facilities Manager Arola stated that there are hockey tournaments scheduled every weekend until the end of February. Arola updated the Board on outdoor rink and warming house usage, the ICON Sports Center shooting room construction, and that the first meeting is scheduled for the Kraft Field improvements fundraising committee.

Choice Health & Fitness General Manager Orr presented December membership numbers and various events that will take place in January. UND Tennis has installed a sound system for the tennis area and will be installing a scoreboard in February. Window tinting has been completed in the lobby, aquatics, and child care areas.

Community Relations & Marketing Manager Nelson reported on various events and projects the Marketing Department is working on.

Palmiscno updated the Board on Santa Village usage, and that Ulland Grants have been awarded totaling \$6,500. Palmiscno also stated that CL Linfoot will be updating the heating system at Eagles Arena soon.

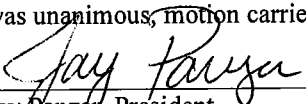
BOARD MEMEBERS' REPORT


Commissioner LaDouceur inquired on a compressor issue at Eagles Arena this past weekend. Arola stated that a control panel failed and has since been replaced. A backup control panel has been ordered for emergencies. LaDouceur also inquired about the cost of the ICON Sports Center shooting room. Palmiscno stated that the cost is currently at \$53,000 and should not go above \$60,000.

President Panzer inquired about bottle filling station/water fountains at Purpur Arena and Eagles Arena. The fountains have been ordered and will be installed when they come in. Panzer also stated there is a long delay to get hot water in locker rooms 1 & 2 at Eagles Arena. Staff will investigate the hot water issue at Eagles Arena

ADJOURNMENT

Commissioner LaDouceur made a motion at 5:25 p.m. to adjourn. Commissioner Dvorak seconded the motion; the vote was unanimous, motion carried.


Jay Panzer, President


Bill Palmiscno, Executive Director and Clerk