

**PARK DISTRICT OF THE CITY OF GRAND FORKS  
PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS  
APRIL 6, 2021**

The Board of Park Commissioners met for their regular monthly meeting on Tuesday, April 6, 2021, in the Choice Health & Fitness community room, 4401 South 11<sup>th</sup> Street, at 5:00 p.m. with President Skarperud presiding. Vice-President LaDouceur was absent

**ROLL CALL**

Present were President Skarperud, and Commissioners Bartholomew, Dvorak, and Kraft.

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

**CITIZENS OR DELEGATES TO APPEAR BEFORE THE BOARD**

None.

**APPROVAL OF MINUTES FROM MARCH 2, MARCH 12, AND MARCH 29, 2021**

Commissioner Dvorak made a motion to approve the minutes from the March 2, March 12, and March 29, 2021, Board meetings. Commissioner Kraft seconded the motion; the vote was unanimous, motion carried. Vice-President LaDouceur was absent.

**APPROVAL OF AGENDA**

Commissioners Dvorak made a motion to approve the agenda with the addition of the location change of the Northern Valley Law Enforcement Memorial at Optimist Park, in the For Action section of the agenda. Commissioner Kraft seconded the motion; the vote was unanimous, motion carried. Vice-President LaDouceur was absent.

**FOR DISCUSSION**

**Sponsorship Revenue and Inventory Update**

Stacey Brorson and Kyle Kvamme, 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 and that revenue was down mainly attributed to the COVID-19 pandemic in 2020 by 3.1%, excluding founding partnerships. Brorson also updated the Board on potential growth, the arena hockey cameras, wrapping the King's Walk beverage carts, and the Expedition League marketing partnership.

**FOR ACTION**

**Location Change of the Northern Valley Law Enforcement Memorial at Optimist Park**

Superintendent of Finance Hellyer informed the Board on a proposed location change of the Northern Valley Law Enforcement Memorial at Optimist Park. The previously approved location was between the playground, the outdoor hockey rink, and the shelter. After visiting the location, it was determined that the current site would be isolated in the park, hidden behind large evergreen trees, and close to the shooting end of outdoor hockey rink. The proposed new location would be along Cherry Street, between the parking lot and the playground.

Commissioners Kraft made a motion to move the future location of the Northern Valley Law Enforcement Memorial at Optimist Park to along Cherry Street, between the parking lot and the playground. Commissioner Dvorak seconded the motion; the vote was unanimous, motion carried. Vice-President LaDouceur was absent.

### **2020 Audit Report**

Hellyer presented to the Board the 2020 Audit Report and went over the summary of funds worksheet for 2020. Brady Martz had no management comments.

Commissioners Dvorak made a motion to approve the 2020 Audit Report. Commissioner Kraft seconded the motion; the vote was unanimous, motion carried. Vice-President LaDouceur was absent.

### **Cul-de-sac Planting Assistance Program**

Forestry Operations Manager Lee presented to the Board updated forms and policies to the Cul-de-sac Planting Assistance Program. Lee informed the Board of the process that cul-de-sac homeowners would follow to use the program and the reason for the updates.

Commissioners Bartholomew made a motion to approve the Cul-de-sac Planting Assistance Program. Commissioner Dvorak seconded the motion; the vote was unanimous, motion carried. Vice-President LaDouceur was absent.

### **FINANCIAL REPORT**

Hellyer reviewed the February 2021 financial reports. Vendor payments for February 2021 were \$621,385.20.

Commissioner Dvorak made a motion to approve the financial report for February 2021. Commissioner Kraft seconded the motion; the vote was unanimous, motion carried. Vice-President LaDouceur was absent.

### **STAFF REPORTS**

Hellyer stated the Park District will save over \$1,050,000 in interest by refunding bonds this month. Hellyer stated a Special Board meeting will take place at Choice Health & Fitness on April 29<sup>th</sup>, at 2:00 p.m., to approve the bids for the Eagles/Blue Line Club Arena renovation project. Hellyer reminded the Board that there will be a Foundation Board meeting immediately following the May 4<sup>th</sup>, Park District Board meeting. Hellyer stated he is tracking several legislative items during the 2021 North Dakota legislative session.

Community Relations & Marketing Manager Nelson stated the 2021 summer recreation guide should be mailed this week and that golf course promotions are underway. Nelson informed the Board that the Veterans Memorial Park committee will have a flag raising event at the park on April 21<sup>st</sup>, at 10:00 a.m. Nelson also informed the Board that the Northern Valley Law Enforcement Memorial committee is planning a groundbreaking event on June 10<sup>th</sup>. Nelson updated the Board on the fundraising campaign for a children's museum and destination playground on the Alerus Center property.

Forestry Operations Manager Lee updated the Board on the community gardens and the progress that the Forestry Department is making on stump removals around town.

Choice Health & Fitness General Manager Orr presented to the Board the March membership numbers and upcoming events. Orr stated that visits and memberships are growing, and that summer program registration will be starting next week. Orr stated that the facility will be running the current hours through the summer months and will be moving equipment back to the floor that has been in storage. Orr stated the drinking fountains will be turned back on shortly, the outdoor tennis nets are up, and the tennis windscreens will be put up in the next few weeks, when the weather allows. Customer Service Coordinator Jesse Maki has resigned and his last day will be April 16<sup>th</sup>.

Facilities Manager Arola informed the Board that state youth hockey tournaments are scheduled in the arenas the next couple of weekends and the Prime Steel Car show will be at Purpur/Gambucci Arena this weekend. Arola stated that outdoor fields are in rough shape due to the lack of rain, but organizations are out and using the fields. Arola stated

that the Assistant Supervisor position that splits time at ICON Sports Center in the winter and Ulland Sports Complex in the summer is open but will not be filled until the fall. Arola stated that the Kraft Field renovation committee will be meeting to try and prioritize the items for phase 1.

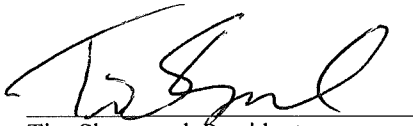
Palmiscno informed the Board that he is working on selling a portion of a vacated alley next to Skidmore Park to the adjoining property owner to be used for parking.

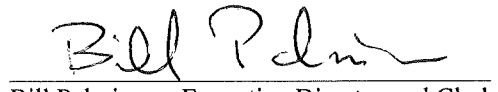
**BOARD MEMBERS' REPORT**

None.

**ADJOURNMENT**

Commissioner Dvorak made a motion at 6:04 p.m. to adjourn. Commissioner Kraft seconded the motion; the vote was unanimous, motion carried. Vice-President LaDouceur was absent.

  
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Tim Skarperud, President

  
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Bill Palmiscno, Executive Director and Clerk