

**PARK DISTRICT OF THE CITY OF GRAND FORKS
PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS
AUGUST 3, 2021**

The Board of Park Commissioners met for their regular monthly meeting on Tuesday, August 3, 2021, in the Choice Health & Fitness community room, 4401 South 11th Street, at 5:00 p.m. with President Skarperud presiding.

ROLL CALL

Present were President Skarperud, Vice-President LaDouceur, Commissioners Bartholomew, Dvorak, and Kraft.

Park District staff in attendance were: Executive Director Hellyer, Director of Facilities & Programs Orr, Director of Finance & Administration Lancaster, Facilities Manager Arola, Sports & Recreation Manager Rollefstad, Marketing Manager Trontvet, Park Operations Manager Ziegelmann, and Office Assistant Parker.

DELEGATES TO APPEAR BEFORE THE BOARD

None.

APPROVAL OF AGENDA (INCLUDING ANY ADDITIONAL ITEMS IF NECESSARY)

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

APPROVAL OF MINUTES FROM JULY 6, 2021

Commissioner Dvorak made a motion to approve the minutes from the July 6, 2021, Board meeting. Commissioner Kraft seconded the motion; the vote was unanimous, motion carried.

FOR DISCUSSION

None

FOR ACTION

Facility Use Agreement – Border Blades Figure Skating Club

Executive Director Hellyer presented to the Board the proposed facility use agreement with Border Blades Figure Skating Club. Hellyer stated that Border Blades Figure Skating Club has already approved and signed the new three-year agreement, expiring on October 31, 2024. Hellyer also stated that this facility use agreement format will be used for all user groups going forward.

Vice-President LaDouceur made a motion to approve the Border Blades Figure Skating Club facility use agreement. Commissioner Bartholomew seconded the motion; the vote was unanimous, motion carried.

Northern Valley Law Enforcement Memorial – Construction Bids

Hellyer presented to the Board the one bid received for construction of the Northern Valley Law Enforcement Memorial. The bid came in at \$369,200, while current donations for the project are \$260,643.63. Hellyer stated that staff is recommending to reject the bid and then at a future date, bid the project again with separate bids, one for granite items and the statue and another bid for the construction of the memorial.

Vice-President LaDouceur made a motion to reject the bid for the Northern Valley Law Enforcement Memorial. Commissioner Dvorak seconded the motion; the vote was unanimous, motion carried.

2022 Preliminary Budget

Director of Finance & Administration Lancaster presented the preliminary 2022 budget. The budget includes a mill levy of 37.87 mills, a decrease of 0.34 mills from the 2021 budget. Value of a mill was \$237,851 for 2021 and is projected to be \$243,718 for 2022. The salary package increase is planned at 3.25%. Equipment purchases for all funds were reviewed totaling \$1,093,000, including 65 golf carts for King's Walk Golf Course for \$364,000 and a new log loader for the Forestry Department for \$270,000. The process of having staff approve bids that are under the budgeted equipment amount was discussed and will continue. The total preliminary budget for 2022 is planned to be \$17,522,700. Finance Committee met on July 23, 2021, and recommends approving the preliminary budget.

Vice-President LaDouceur made a motion to approve the 2022 preliminary budget. Commissioner Dvorak seconded the motion; the vote was unanimous, motion carried.

Garrison Diversion Conservancy District Grant Application – Bringewatt Park Sand Volleyball Improvements

Hellyer is requesting approval from the Board to submit a grant application to the Garrison Diversion Conservancy District for approximately \$6,250 for Bringewatt Park sand volleyball improvements. Approval from the Board is required before the application can be submitted for consideration.

Commissioner Bartholomew made a motion to approve the Garrison Diversion Conservancy District grant application for Bringewatt Park sand volleyball improvements. Commissioner Kraft seconded the motion; the vote was unanimous, motion carried.

APPROVAL OF FINANCIAL REPORT

Lancaster reviewed the June 2021 financial reports. Vendor payments for June 2021 were \$917,095.85

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

STAFF REPORTS

Director of Facilities & Programs Orr presented to the Board the July membership numbers and upcoming events and programs. Orr stated the annual Choice Health & Fitness clean-up is scheduled for the week of August 16th. The pool will be closed August 16th through the 22nd for repairs and maintenance. Gym, racquetball courts and group exercise rooms will be closed August 18th through the 22nd for resurfacing. The entire facility will be closed August 20th through the 22nd, for cleaning and repairs. Orr informed the Board that Choice Health & Fitness will be open 8am – 4pm on Labor Day. Orr also updated the Board on rust issues on columns in the pool area.

Marketing Manager Trontvet updated the Board on events, promotions, and projects that the Marketing Department is working on.

Facilities Manager Arola stated that summer programs have ended. The Wheat City Whiskey Jacks will have their last game at Kraft Field on Saturday. Arola updated the Board that Eagles and Blue Line Club Arenas will be getting new lights installed soon and that there are two open arena positions.

Hellyer stated that Lincoln Golf Course has been asked by the City of Grand Forks to conserve water during the drought. Hellyer informed the Board that Riverside Pool is in need of repairs and is currently losing about 6 inches of water a day. Hellyer added that the city owns the pool and then leases to the Park District to operate. Preliminary estimates for repairs are \$1.3 million, which the city would be responsible for. Hellyer updated the Board on the potential turf facility and is requesting to put together an RFP for a business plan which the Board agreed to proceed with. Hellyer also stated that the NRPA Conference early bird registration deadline is August 6th.

BOARD MEMEBERS' REPORTS

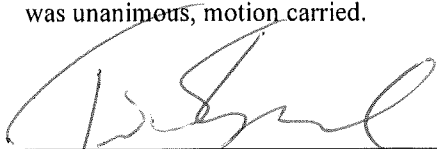
Commissioner Kraft thanked staff for their hard work on the 2022 preliminary budget.

Vice-President LaDouceur inquired on the viewing area at Register Tennis Courts. Hellyer stated that staff will be getting estimates for repair or removal of the viewing area. Vice-President LaDouceur stated that some kind of seating area is needed.

President Skarperud stated that Grand Cities Lacrosse has requested a permanent home for practices, games, and to host tournaments. They are currently playing east of South Middle School. President Skarperud asked if Lions Park would be a good location for them. Staff will look at various locations for them to use.

ADJOURNMENT

Vice-President LaDouceur made a motion at 5:45 p.m. to adjourn. Commissioner Kraft seconded the motion; the vote was unanimous, motion carried.



Tim Skarperud, President



George Hellyer, Executive Director and Clerk