

**PARK DISTRICT OF THE CITY OF GRAND FORKS
PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS
FEBRUARY 7, 2022**

The Board of Park Commissioners met for their regular monthly meeting on Monday, February 7, 2022, at Choice Health & Fitness community room, 4401 South 11th Street, at 5:00 p.m. with Commissioner Kraft presiding.

ROLL CALL

Present were Commissioners Bartholomew, Dvorak, and Kraft. President Skarperud arrived at 5:11 p.m. Vice-President LaDouceur was absent.

Park District staff in attendance were: Executive Director Hellyer, Director of Finance & Administration Lancaster, Director of Operations & Community Relations Nelson, Director of Facilities & Programs Orr, Facilities Manager Colborn, and Office Assistant Parker.

DELEGATES TO APPEAR BEFORE THE BOARD

Troy Boman, President of the Grand Cities Pickleball Club, and other members appeared to inform the Board of the need for indoor space for pickleball play and tournaments in the winter months. Staff will meet with the Grand Cities Pickleball Club and look at different options to provide indoor space for pickleball in existing Park District facilities.

President Skarperud arrived at 5:11 p.m. and Commissioner Kraft turned control of the meeting over to President Skarperud.

APPROVAL OF AGENDA (INCLUDING ANY ADDITIONAL ITEMS IF NECESSARY)

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

APPROVAL OF MINUTES FROM JANUARY 10, 2022

Commissioner Dvorak made a motion to approve the minutes from the January 10, 2022, Board meeting. Commissioner Kraft seconded the motion; the vote was unanimous, motion carried. Vice-President LaDouceur was absent.

FOR DISCUSSION

Tax Increment Financing Update – Fufeng Group and Olive Ann

Todd Feland, City Administrator for the City of Grand Forks, updated the Board of the Fufeng Group project and the Olive Ann project that are requesting tax increment financing. Feland stated the purpose of tax increment financing is to stimulate private investment within an area of the city that needs economic revitalization by reducing taxes on these projects for several years. The Park District does not get a vote in the approval process but follows the decision of the City of Grand Forks.

Selection Committee Appointed for the Indoor Sports Facility and an Indoor Aquatic Facility Request for Proposal

President Skarperud requested Board volunteers to be on the Indoor Sports Facility and an Indoor Aquatic Facility Request for Proposal Selection Committee. Commissioners Dvorak, Kraft, and Bartholomew volunteered to sit on the committee. Staff on the committee will include Executive Director Hellyer, Director of Finance & Administration Lancaster, Director of Operations & Community Relations Nelson, Director of Facilities & Programs Orr, Facilities Manager Colborn, Fitness Manager Langei, and Sports & Recreation Manager Rollefstad.

Park District Facility Renovation Grant Update

Hellyer updated the Board on the Park District Facility Grant. The application date for this grant has been extended to March 15, 2022, and the grants will be awarded on April 4, 2022. The projects now must commence by April 1, 2023, and the project must be completed by June 30, 2025.

2022 C&B Update

Hellyer presented to the Board the C&B 10-year forecast along with a list of potential projects for 2022. There is \$700,000 budgeted for C&B projects in 2022, which includes \$300,000 for the 65 King's Walk Golf Course golf carts. Hellyer then reviewed the list of potential future projects for 2023 and beyond.

FOR ACTION

Northern Valley Law Enforcement Memorial – Construction Bids

Hellyer presented to the Board the Northern Valley Law Enforcement Memorial bid tabulation for concrete and installation of the granite walls and statue. The low bidder was Tony Anderson Construction with a bid, including the concrete sidewalk alternate, of \$197,300. The estimated unfunded balance for construction is currently \$72,000. This is the second time this project has been bid. Staff is recommending approval of the low bid, with the alternate, from Tony Anderson Construction for \$197,300. The campaign committee will continue to fundraise in 2022 to try and cover the unfunded balance.

Commissioner Dvorak made a motion to approve the bid from Tony Anderson Construction for \$197,300. Commissioner Kraft seconded the motion; the vote was unanimous, motion carried. Vice-President LaDouceur was absent.

APPROVAL OF FINANCIAL REPORT

Lancaster reviewed the December 2021 preliminary financial reports. Vendor and payroll payments for December 2021 were \$1,293,676.90.

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

STAFF REPORTS

Lancaster informed the Board that Brady Martz is onsite this week for the 2021 annual audit. The final 2021 audit will be presented to the Board at the April Board meeting. Lancaster also updated the Board on the hiring challenges that the Park District is facing.

Nelson updated the Board on community events and various promotions that are coming up. Nelson stated that the King's Walk Golf Course maintenance staff is at the National Turf Conference and that Nelson, Golf Professional Tannahill, and Vice-President LaDouceur attended the PGA Merchandise Conference. Nelson stated that the King's Walk Golf Course member advisory meeting will be scheduled shortly, and that Giving Hearts Day is February 10th, and the funds will be supporting the Northern Valley Law Enforcement Memorial.

Orr presented to the Board the Choice Health & Fitness January membership numbers and upcoming events, programs, and promotions. Orr stated that the Adult Grand Am Basketball Tournament has been cancelled for 2022, due to staff shortages and the impact of City League Basketball not being held this season.

Colborn updated the Board on events, tournaments, and activities coming up at the Park District arenas. Colborn stated that the partnership with the Grand Forks Youth Hockey Association to provide workers for the arena concession stands is working well.

Hellyer updated the Board on the Cray Development south of 62nd Avenue and the design process. Hellyer informed the Board that the UND athletic bubble, located at Ray Richard's Golf Course, has been put on hold. Hellyer updated

the Board on the possibility of adding outdoor rinks to the Altru Wellness Village and that another meeting will be scheduled in the next few weeks.

BOARD MEMEBERS' REPORTS

Commissioner Dvorak thanked the Parks Department on the good condition of the outdoor rinks and stated that they look fantastic.

ADJOURNMENT

Commissioner Dvorak made a motion at 6:17 p.m. to adjourn. Commissioner Kraft seconded the motion; the vote was unanimous, motion carried. Vice-President LaDouceur was absent.



Tim Skarperud, President



George Hellyer, Executive Director and Clerk