

**PARK DISTRICT OF THE CITY OF GRAND FORKS  
PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS  
MARCH 1, 2022**

The Board of Park Commissioners met for their regular monthly meeting on Tuesday, March 1, 2022, at Choice Health & Fitness community room, 4401 South 11<sup>th</sup> Street, at 5:00 p.m. with Vice-President LaDouceur presiding.

**ROLL CALL**

Present were Vice-President LaDouceur and Commissioners Dvorak and Kraft. President Skarperud and Commissioner Bartholomew were 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, Marketing Manager Trontvet, 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. Commissioner Kraft seconded the motion; the vote was unanimous, motion carried. President Skarperud and Commissioner Bartholomew were absent.

**APPROVAL OF MINUTES FROM FEBRUARY 7, 2022**

Commissioner Dvorak made a motion to approve the minutes from the February 7, 2022, Board meeting. Commissioner Kraft seconded the motion; the vote was unanimous, motion carried. President Skarperud and Commissioner Bartholomew were absent.

**FOR DISCUSSION**

**Eagles Crest Update**

Jeff Waind gave a report on the year at Eagles Crest Grill to the Board. Waind stated that revenue is up due to more holiday parties, new tournaments added last year, and an increase in catering orders. New electric blinds were installed at the clubhouse. Issues that are affecting Eagles Crest Grill include weather, hiring and keeping employees, and increasing food costs.

**Sponsorship Revenue and Inventory Update**

Stacey Brorson, 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. Brorson stated that revenue for 2021 was up by \$32,813.82, for a total of \$313,579.50, and updated the Board on the remaining inventory available for sponsorships. Brorson informed the Board that Lithia Toyota has signed as a Founding Partner and the Hockey Cam is up and running with less technical issues compared to last year. Brorson stated that the sponsorship goals for 2022 are to sign 15 new contracts and reach \$360,000 in contracted sales.

**FOR ACTION**

None.

**APPROVAL OF FINANCIAL REPORT**

Lancaster reviewed the January 2022 financial reports. Vendor and payroll payments for January 2022 were \$1,191,909.13.

Commissioner Dvorak made a motion to approve the financial report for January 2022. Commissioner Kraft seconded the motion; the vote was unanimous, motion carried. President Skarperud and Commissioner Bartholomew were absent.

### **STAFF REPORTS**

Facilities Manager Colborn updated the Board on events, tournaments, and activities coming up at the Park District arenas. Colborn stated that ice at the Gambucci Arena will be coming out this week and batting cages will be going up next week.

Marketing Manager Trontvet updated the Board on upcoming promotions and events that are coming up at the Park District. Trontvet stated that the spring/summer recreation guide is delayed due to vendors and will be mailed in late March. Trontvet informed the Board that preparations are underway for the 20<sup>th</sup> Anniversary of King's Walk Golf Course and the open Marketing Department position has been hired and will start in May.

Director of Operations & Community Relations Nelson updated the Board that the new carts for King's Walk Golf Course are scheduled to be delivered at the end of March and that new batteries are being delivered for the golf carts being transferred to Lincoln Golf Course. Nelson stated that the King's Walk Golf Course member advisory meeting will be scheduled shortly, and that Giving Hearts Day raised almost \$30,000 for the Northern Valley Law Enforcement Memorial.

Director of Facilities & Programs Orr presented to the Board the Choice Health & Fitness February membership numbers and upcoming events, programs, and promotions. Orr also updated the Board on continuing staffing shortages.

Lancaster informed the Board that Brady Martz is working on the 2021 audit and a Finance Committee Meeting will be scheduled for the end of March and then the final 2021 audit will be presented to the Board at the April Board meeting. Lancaster also updated the Board that despite continued hiring challenges, the Parks Department has hired Derek Richards as a Park Maintenance worker, and the Forestry Department has hired Katy Cavanaugh for the Landscape Supervisor position.


Executive Director Hellyer informed the Board that staff met on the rink layouts for the outdoor rinks at Altru Wellness Village with CPS. Another meeting will be scheduled with CPS to go over the requested modifications, and the results will be brought back to the Board. Hellyer informed the Board that the owner of the Expedition League is planning to start the season on time and the Grand Forks team will be named the Red River Pilots. Hellyer stated that he has met with the developer of the 62nd Avenue development where the Park District will create and build the park and playground and potentially special assess the development prior to the homes being built. Hellyer stated that the Indoor Sports Facility and Indoor Aquatic Facility feasibility study request for proposal interviews with Berry/Dunn and EAPC will be held in the next couple of weeks. Hellyer updated the Board that the City of Grand Forks will sandblast, patch, and paint Riverside Pool this spring. Hellyer also stated that this will be a temporary fix for Riverside Pool and that major renovations are still needed. The City of Grand Forks, as owners of the pool, will have to make the decision on the extent of repairs to make on the pool.

### **BOARD MEMEBERS' REPORTS**

None.

### **ADJOURNMENT**

Commissioner Kraft made a motion at 5:53 p.m. to adjourn. Commissioner Dvorak seconded the motion; the vote was unanimous, motion carried. President Skarperud and Commissioner Bartholomew were absent.

  
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Greg LaDouceur, Vice-President

  
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George Hellyer, Executive Director and Clerk