

**PARK DISTRICT OF THE CITY OF GRAND FORKS
PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS
APRIL 5, 2022**

The Board of Park Commissioners met for their regular monthly meeting on Tuesday, April 5, 2022, at Choice Health & Fitness community room, 4401 South 11th Street, at 5:00 p.m. with President Skarperud presiding.

ROLL CALL

Present were President Skarperud, Commissioners Dvorak, Bartholomew, and Kraft. Vice-President LaDouceur attended by video conference.

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, Golf Professional Tannahill, and Office Assistant Parker.

DELEGATES TO APPEAR BEFORE THE BOARD

None.

APPROVAL OF AGENDA (INCLUDING ANY ADDITIONAL ITEMS IF NECESSARY)

Commissioner Kraft made a motion to approve the agenda. Commissioner Dvorak seconded the motion; the vote was unanimous, motion carried.

APPROVAL OF MINUTES FROM MARCH 1, 2022

Commissioner Bartholomew made a motion to approve the minutes from the March 1, 2022, Board meeting. Commissioner Kraft seconded the motion; the vote was unanimous, motion carried.

FOR DISCUSSION

Grand Valley Development Update

Executive Director Hellyer updated to Board on the 175-acre Crary development proposed south of 62nd Avenue. The developer would give the Park District approximately 10.6-acres, which is 6.06%, to be used for a park. A potential amenity is an ice skating loop which would go around a City of Grand Forks owned storm water retention pond and the Park District park. Discussion followed on the different options to fund the park amenities, which may include a special assessment district or a private donation. A Park Dedication Committee meeting is the next step in the process to finalize the recommendation. Final approval of the park dedication would be at a future Board meeting.

Park District Facility Renovation Grant Update

Hellyer informed the Board that the Park District was awarded two grants for facility renovations. First, the renovation of the Kraft Field grandstand received a grant in the amount of \$605,412. Second, the renovation of the Snookie Register Tennis Complex raised seating area received a grant in the amount of \$185,912. Both projects must commence by April 1, 2023, and construction be completed by June 30, 2025. Staff will pursue the next steps to start construction.

FOR ACTION

Indoor Sports Facility and an Indoor Aquatic Facility Request for Proposal

Commissioner Dvorak updated the Board on the process for the Indoor Sports Facility and an Indoor Aquatic Facility feasibility study request for proposal. There were five submitted RFP's and the Selection Committee chose to interview two, BerryDunn and EAPC. The Selection Committee discussed the strengths and weaknesses of both firms and then unanimously chose BerryDunn. The Selection Committee is recommending to the Board to approve BerryDunn to perform the feasibility study for the Indoor Sports Facility and an Indoor Aquatic Facility and authorize staff to negotiate a contract for these services.

Commissioner Kraft made a motion to award BerryDunn the feasibility study for the Indoor Sports Facility and an Indoor Aquatic Facility and for staff to negotiate a contract, not to exceed \$150,000. Commissioner Dvorak seconded the motion; the vote was unanimous, motion carried.

2021 Audit Report

Director of Finance & Administration Lancaster presented to the Board the 2021 Audit Report and went over the summary of funds worksheet for 2021. Brady Martz had no management comments.

Commissioner Kraft made a motion to approve the 2021 Audit Report. Commissioner Dvorak seconded the motion; the vote was unanimous, motion carried.

APPROVAL OF FINANCIAL REPORT

Lancaster reviewed the February 2022 financial reports. Vendor and payroll payments for February 2022 were \$1,173,475.63.

Commissioner Bartholomew made a motion to approve the financial report for February 2022. Commissioner Dvorak seconded the motion; the vote was unanimous, motion carried.

STAFF REPORTS

Lancaster informed the Board that equipment bid and ordered in October is starting to arrive.

Director of Operations & Community Relations Nelson updated the Board that the Summer Recreation Guide will be mailed out shortly and that the Lincoln Golf Course clubhouse is being cleaned this week in preparation for opening day. Nelson stated that the Northern Valley Law Enforcement Memorial will begin construction in the next few weeks and instead of a groundbreaking ceremony, a large grand opening will be planned.

Facilities Manager Colborn updated the Board on events, tournaments, and activities coming up at the Park District facilities.

Golf Professional Tannahill stated that Lincoln Golf Course is set to open on Saturday, along with the King's Walk Golf Course driving range. When weather permits the greens covers will be removed and then King's Walk Golf Course will open. Tannahill stated that the new golf carts should be delivered before the course opens. Tannahill updated the Board that he has been in communication with the owner of Albatross regarding indoor golf. In addition, email communications were shared with Board members.

Director of Facilities & Programs Orr presented to the Board the Choice Health & Fitness March membership numbers and upcoming events, programs, and promotions. Orr stated that equipment repairs are taking longer than usual due to a delay in getting parts, including the motor for the elevator that needs to be replaced. Orr also updated the Board on continuing staffing shortages.

Hellyer reminded the Board that there will be a Foundation Board meeting immediately following the May 3rd, Park District Board meeting. Hellyer updated the Board on the status of proposed projects including indoor pickleball courts, outdoor rinks at ICON Sports Center, and the Beacon events venue downtown. Hellyer stated that the Grand Forks Youth Hockey Association will be taking over a portion of the roof access room for more office space at the ICON Sports Center. The Grand Forks Youth Hockey Association will pay remodeling costs. Hellyer announced that Rocky Holter has retired after 42 years of service and Rick Ziegelmann will be retiring June 10, after 32 years of service. The Park District thanks and is appreciative of Rocky and Rick's dedicated service to the community of Grand Forks. Hellyer stated that the owner of the Expedition League expects to be on schedule for a May 31st opening day.

BOARD MEMEBERS' REPORTS

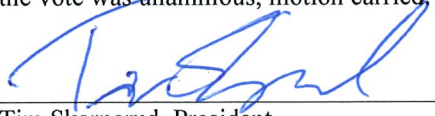
Vice-President LaDouceur thanked Rocky Holter and Rick Ziegelmann for their years of service.

Commissioner Kraft inquired if the City of Grand Forks has addressed the long-term fix for Riverside Pool. Hellyer stated that the City is planning to patch and paint the pool this spring.

President Skarperud updated the Board on options for the possible Eagles Arena renovation.

ADJOURNMENT

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



Tim Skarperud, President



George Hellyer, Executive Director and Clerk