

**PARK DISTRICT OF THE CITY OF GRAND FORKS
PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS
JULY 12, 2022**

The Board of Park Commissioners met for their regular monthly meeting on Tuesday, July 12, 2022, at Choice Health & Fitness community room, 4401 South 11th Street, at 4:00 p.m. with President Skarperud presiding.

ROLL CALL

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

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)

President Skarperud requested that the June 28, 2022, Board meeting minutes be added to the Approval of Minutes section of the agenda.

Vice-President LaDouceur made a motion to approve the agenda with the addition of the June 28, 2022, Board minutes. Commissioner Kraft seconded the motion; the vote was unanimous, motion carried.

APPROVAL OF MINUTES FROM JUNE 7, 2022, AND JUNE 28, 2022

Vice-President LaDouceur made a motion to approve the minutes from the June 7, 2022, and June 28, 2022, Board meetings. Commissioner Bartholomew seconded the motion; the vote was unanimous, motion carried.

FOR DISCUSSION

Mid-Year Projects and Operations Update

Executive Director Hellyer updated the Board on current projects and gave an operations update. Current capital campaigns include Veterans Memorial Park, Northern Valley Law Enforcement Memorial, Kraft Memorial Field restoration, and the Eagles/BLC Arena renovation. Hellyer stated an indoor sports facility, an indoor aquatics facility, and destination playground are being studied. Grand Valley/Crary 62nd Avenue development is being explored for the future development. Larger C&B fund projects include installing infield turf to Montgomery Field #4 at Apollo Sports Complex, renovating the grandstand at Kraft Field, and continue to develop Bill Palmiscno Park. Riverside Pool was sandblasted and painted this spring and Register Tennis courts and Altru Village Tennis Courts have been resurfaced. Hellyer updated the Board on administration and general operations include transitioning staff, a tree plotter software being used by the Forestry Department, the Lincoln Drive Park dog parks are open, and negotiations are ongoing for the Altru leased space at Choice Health & Fitness.

FOR ACTION

Appoint Beacon Events, Inc. Board of Directors

Hellyer provided background information of Beacon Events, Inc., a non-profit entity. Beacon Events, Inc. was formed to manage and operate the public plaza and City parking area of the Beacon Development Project. Laura Cobb, Park District Attorney, stated the formation of Beacon Events, Inc., was negotiated by the City of Grand Forks and the owner of the property, Epic, through the TIF Process. The Article of Incorporation of Beacon Events, Inc. provides that the City of Grand Forks shall appoint three Directors, the Park District shall appoint two Directors, Grand Forks

Public Schools District shall appoint three Directors and Epic Management shall appoint one Director to the governing Board of Beacon Events, Inc. Dan Gaustad, Grand Forks City Attorney, was in attendance to provide additional information and to answer any questions. Staff recommended appointing Steve Hell, Parks Operations Manager, and Wes Colborn, Facilities Manager, to the Beacon Events, Inc. Board of Directors.

Vice-President LaDouceur made a motion to appoint Steve Hell and Wes Colborn to the Beacon Events, Inc. Board of Directors. Commissioner McIntyre seconded the motion; the vote was unanimous, motion carried.

Riverside Tennis Court Naming Rights

Hellyer provided background information on the current naming rights policy of the Park District. Previously, Commissioner Bartholomew was approached on the possibility of naming Riverside Tennis Courts after a community member who was very active and involved with providing tennis instruction to the youth of the community. Director of Operations & Community Relations Nelson brought to the Board an updated potential naming rights policy. While each request will be considered on a case-by-case basis, the Grand Forks Park District plans to be consistent and purposeful when awarding naming rights to ensure the stability in park and facility naming decisions, reduce immediate emotional involvement, and to set a precedent for future naming rights. Staff is recommending a payment of \$30,000, payable over five years, with an exclusive naming rights term of 20 years for Riverside Tennis Courts. Discussion followed on the positives and negatives of the proposed updated naming rights policy guidelines and whether it is appropriate to require funds for an existing facility when a request is received with the intent to honor a member of the community.

Vice-President LaDouceur made a motion to require a payment of \$30,000 over no more than five years with an exclusive naming rights term of 20 years for the naming rights for the Riverside Tennis Courts. Commissioner Kraft seconded the motion; Motion carried on roll call vote as follows: Aye: Bartholomew, Kraft, and LaDouceur. Nay: McIntyre and Skarperud. President Skarperud and Commissioner McIntyre stated the reason for their objecting votes was due to the parameters being required to secure the naming rights not the individual that the naming rights is for.

President Skarperud left the meeting briefly and turned over control to Vice-President LaDouceur at 4:50 p.m.

APPROVAL OF FINANCIAL REPORT

Director of Finance & Administration Lancaster reviewed the May 2022 financial reports. Vendor and payroll payments for May 2022 were \$1,479,194.77.

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

STAFF REPORTS

Director of Operations & Community Relations Nelson updated the Board on upcoming events and programs. Nelson stated the north end driving range building at King's Walk Golf Course is completed and the range ball machine will be installed soon. Nelson updated the Board on issues with the irrigation system at Lincoln Golf Course possibly caused by a lightning strike. Nelson stated that the Children's Museum is applying for a Department of Defense grant that requires the City of Grand Forks to own the building. This requirement does not affect the destination playground which the Grand Forks Park District will own.

Director of Facilities & Programs Orr presented to the Board the Choice Health & Fitness May membership numbers and upcoming events, programs, and promotions. Orr updated the Board on continuing staffing shortages which will cause Elks Pool to be closed on Sundays and Riverside Pool to be closed on Saturdays this summer. Orr stated the sand volleyball wash station at Bringewatt Park will be installed once it arrives. Orr also stated that EAPC and Community Contractors are assisting with the rust issues at Choice Health & Fitness aquatic's area and will be working on the issue when the facility is shut down for annual cleaning in August.

Marketing Manager Trontvet updated the Board on various projects, events, advertising, and promotions.

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

Lancaster updated the Board on the 2023 budget process. The Finance Committee will meet on July 25th on the 2023 preliminary budget. The 2023 preliminary budget will then be presented at the August 2nd Board meeting.

Hellyer updated the Board on the feasibility study for the indoor sports facility and indoor aquatic facility. The City of Grand Forks is considering an extension of the Alerus Center sales tax as a funding source for construction. The Alerus Center sales tax is currently scheduled to sunset in 2029. Hellyer invited the Board on a parks and facility tour to see various items throughout the Park District on August 2nd, at approximately 3:30 p.m., prior to the regular August Board meeting. Hellyer informed the Board that NDRPA has a training webinar for new commissioners but a date has not yet been set. Hellyer stated that NRPA conference will be held in Phoenix, AZ, September 20th to the 22nd, this year. Hellyer updated the Board on a bench that collapsed at Veterans Memorial Park.

President Skarperud returned to the meeting at 5:11 p.m. and took over control of the meeting at 5:30 p.m.

BOARD MEMEBERS' REPORTS

Commissioner Kraft inquired on the availability of the beverage cart at King's Walk Golf Course. Staff will bring the concerns to the Eagle's Crest management.

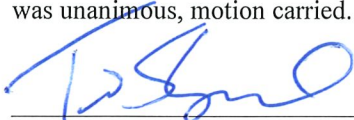
Commissioner Bartholomew stated that he has heard complaints on the sensitivity of the GPS system on the new golf carts at King's Walk Golf Course. Staff will investigate the complaints. Commissioner Bartholomew also stated that the shower in locker room #3 has low water pressure. Colborn stated he will investigate the cause of the low water pressure in the shower.

Vice-President LaDouceur stated he received a call from a citizen that would like to donate a window air conditioner for the Cox Park warming house to be used during the Just For Fun program. Staff will look into the possibility of adding window air conditioners to the warming houses. Vice-President LaDouceur also stated that a UND group would like to use a field at University Park for cricket.

Commissioner McIntyre stated that the lifeguards are doing a great job. Commissioner McIntyre informed staff that the Archery Club would like to be included in the feasibility study as well. Staff will include the Archery Club in the feasibility study information.

ADJOURNMENT

Vice-President LaDouceur made a motion at 5:44 p.m. to adjourn. Commissioner Kraft seconded the motion; the vote was unanimous, motion carried.



Tim Skarperud, President



George Hellyer, Executive Director and Clerk