

**PARK DISTRICT OF THE CITY OF GRAND FORKS
PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS
OCTOBER 4, 2022**

The Board of Park Commissioners met for their regular monthly meeting on Tuesday, October 4, 2022, 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 Kraft, and McIntyre. Commissioner Bartholomew 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

None.

APPROVAL OF AGENDA (INCLUDING ANY ADDITIONAL ITEMS IF NECESSARY)

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

APPROVAL OF MINUTES FROM SEPTEMBER 6, 2022

Vice-President LaDouceur made a motion to approve the minutes from September 6, 2022, Board meeting. Commissioner McIntyre seconded the motion; the vote was unanimous, motion carried. Commissioner Bartholomew was absent.

PUBLIC HEARING

2022 Property Tax Levy

President Skarperud opened the public hearing. No one from the public was present to comment at the public hearing. The public hearing was closed.

FOR DISCUSSION

Single Employer Pension Plan – Rehired Employees Maximum Hours Worked

Executive Director Hellyer gave an update on changing the maximum hours a retired employees that is rehired can work and continue to receive their pension benefit. Currently, retired employees are limited to working 40-hours per month. Staff has reached out to our pension attorney at Dorsey Whitney on the process to increase the hours allowed to work and continue to receive their pension benefit.

FOR ACTION

Final 2023 Budget and Ordinance #185

Director of Finance & Administration Lancaster presented the 2023 budget. The budget includes a mill levy of 37.87 mills, the same number of mills from the 2022 budget. The value of a mill is projected to be \$254,648 for 2023. Lancaster updated the Board on the current year operations for each fund and projected the ending cash balances for 2022. There were no changes to the preliminary budget that was approved at the August 2, 2022, Board meeting.

Vice-President LaDouceur made a motion to approve the 2023 budget and Resolution of Annual Appropriations and Tax Levy for 2022, Ordinance 185. Commissioner Kraft seconded the motion; the vote was unanimous, motion carried. Commissioner Bartholomew was absent.

Choice Health & Fitness – Membership Rate Increase

Director of Facilities & Programs Orr updated the Board on the proposed rate increases at Choice Health & Fitness for 2023. The last rate increase was in 2019. The Altru Family YMCA Board of Directors has approved the proposed rate increase.

Commissioner Kraft made a motion to approve the membership rate increases at Choice Health & Fitness. Commissioner McIntyre seconded the motion; the vote was unanimous, motion carried. Commissioner Bartholomew was absent.

King's Walk Golf Course – 2023 Rate Increase

Director of Operations & Community Relations Nelson updated the Board on the proposed King's Walk Golf Course rate increases for 2023. The last rate increase was in 2021.

Vice-President LaDouceur made a motion to approve the presented rate increases for King's Walk Golf Course for the 2023 season. Commissioner Kraft seconded the motion; the vote was unanimous, motion carried. Commissioner Bartholomew was absent.

Grand Forks Youth Hockey Association – Concessions Agreement

Hellyer and Facilities Manager Colborn updated the Board on the concession agreement with the Grand Forks Youth Hockey Association. The two-year agreement is for \$10,000 per year and includes the right for the Grand Forks Youth Hockey Association to sell concessions at ICON Sports Center, Purpur and Gambucci Arenas, and Eagles and Blue Line Club Arena. Grand Forks Youth Hockey Association has not approved the agreement. Discussion took place on how this would affect Park District current beverage contracts.

Vice-President LaDouceur made a motion to approve the concessions agreement with the Grand Forks Youth Hockey Association and allow Grand Forks Park District staff to make minor changes to the final agreement if needed. Commissioner Kraft seconded the motion; the vote was unanimous, motion carried. Commissioner Bartholomew was absent.

Altru Wellness Village – Naming of Destination Playground and Amenities

Nelson updated the Board on the proposed destination playground and amenities at Altru Wellness Village. Staff has contacted Altru Health System and they support the Park District in seeking additional naming opportunities for the playground and amenities in the park.

Vice-President LaDouceur made a motion to approve staff to seek naming opportunities for the destination playground and amenities at Altru Wellness Village. Commissioner McIntyre seconded the motion; the vote was unanimous, motion carried. Commissioner Bartholomew was absent.

Altru Health System – Jerry and Sanny Ryan Center for Prevention and Genetics – Facility Lease Agreement

Orr updated the Board on the facility lease agreement with Altru Health System to continue to lease the space on the first floor of Choice Health & Fitness. The one-year agreement is for 7,381 square feet at \$27 per square foot. There is also a facility use charge of \$6,000 for Altru Health System to use Choice Health & Fitness for their customers/patients. Altru Health System has not yet approved the lease agreement.

Commissioner McIntyre made a motion to approve the facility lease agreement with Altru Health System for the Jerry and Sanny Ryan Center for Prevention and Genetics space and allow Grand Forks Park District staff to make minor

changes to the final agreement if needed. Commissioner Kraft seconded the motion; the vote was unanimous, motion carried. Commissioner Bartholomew was absent.

Altru Health System – Truyu – Facility Lease Agreement

Orr updated the Board on the facility lease agreement with Altru Health System to continue to lease the space on the second floor of Choice Health & Fitness. The one-year agreement is for 3,756 square feet at \$27 per square foot. Altru Health System has not yet approved the agreement.

Vice-President LaDouceur made a motion to approve the facility lease with Altru Health System for the Truyu space and allow Grand Forks Park District staff to make minor changes to the final agreement if needed. Commissioner McIntyre seconded the motion; the vote was unanimous, motion carried. Commissioner Bartholomew was absent.

Kraft Field Grandstand Renovation – Architect Selection

Hellyer updated the Board on the request for proposal received from JLG Architects for the Kraft Field Grandstand renovation. The selection committee reviewed the proposal from JLG Architects and interviewed them on their qualifications for this project. The selection committee is recommending approval to negotiate and enter into a contract with JLG Architects.

Commissioner Kraft made a motion to approve the architect selection of JLG Architects and for staff to enter into a contract for the Kraft Field Grandstand Renovation. Commissioner McIntyre seconded the motion; the vote was unanimous, motion carried. Commissioner Bartholomew was absent.

University of North Dakota – Facility Use Agreement for Tennis

Orr updated the Board on the facility use agreement with the University of North Dakota to lease indoor space at Choice Health & Fitness and outdoor space at Altru Wellness Village for their men and women's tennis program. This is a six-year agreement with the first-year fee starting at \$65,000, with an increase of \$3,000 each year. The University of North Dakota has already approved and signed the agreement.

Vice-President LaDouceur made a motion to approve the facility use agreement with the University of North Dakota for tennis. Commissioner Kraft seconded the motion; the vote was unanimous, motion carried. Commissioner Bartholomew was absent.

Red River Valley Athletics – Ground Lease Agreement

Hellyer updated the Board on the ground lease agreement with Red River Valley Athletics. Grand Forks Park District owns the land and Red River Valley Athletics owns the building. The 20-year ground lease agreement is to allow Red River Valley Athletics to continue to use the land. Red River Valley Athletics has already approved and signed the agreement.

Commissioner Kraft made a motion to approve the ground lease agreement with Red River Valley Athletics. Commissioner McIntyre seconded the motion; the vote was unanimous, motion carried. Commissioner Bartholomew was absent.

APPROVAL OF FINANCIAL REPORT

Lancaster reviewed the August 2022 financial reports. Vendor and payroll payments for August 2022 were \$1,382,535.42.

Vice-President LaDouceur made a motion to approve the financial report for August 2022. Commissioner Kraft seconded the motion; the vote was unanimous, motion carried. Commissioner Bartholomew was absent.

STAFF REPORTS

Colborn updated the Board on various arena opening dates and the turf installation at Montgomery Field at Oxford Sports Complex. Colborn stated that Josh Janzen, Facility Supervisor at ICON Sports Center has taken a position in Devils Lake as Executive Director and his last day will be October 14, 2022. Internal interviews for the Facility Supervisor at ICON Sports Center are underway.

Orr presented to the Board the Choice Health & Fitness September membership numbers and upcoming events, programs, and promotions. Orr informed the Board that Breanna Nelson was hired as the Aquatics Coordinator. Orr stated that staff is working with Splashtacular to complete water slide maintenance.

Nelson updated the Board on golf numbers and various golf events and promotions. Nelson also updated the Board on community events and programs that will be coming up. Nelson stated that open gyms will be available again this winter at Kelly and Phoenix elementary schools. First Season Community Center will open on October 10, 2022, and Santa Village will be in the former Eide Motors building on South Washington.

Lancaster stated that Jenelle Swenberger has started as the Project Administrator for the Park District.

Hellyer updated the Board that a notice of termination letter has been sent to the Expedition League. Hellyer stated that random surveys for the feasibility study on an indoor turf facility and aquatic facility were sent to 8,500 households resulting in about 450 responses. The survey was then opened for the public and resulted in about 500 additional responses. Hellyer informed the Board that the Grand Forks School District has requested a land swap with the Grand Forks Park District near Valley Middle School and University Park for the school renovation. The proposal will be brought to the Board for action. Hellyer stated that the Sertoma Club is planning to move the Fourth of July event to Sertoma Park after being held at Ulland Sports Complex the last few years. Hellyer informed the Board that an additional \$150,000 grant was approved from the Land and Water Conservation for the Montgomery Field turf installation. There was one unexpected change order related to the Montgomery Field turf installation in the amount of \$41,000 due to the contractor discovering clay tile that needed to be removed during the excavation of the site.

BOARD MEMEBERS' REPORTS

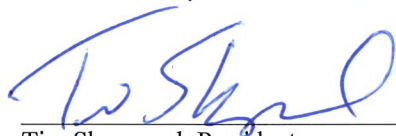
Vice-President LaDouceur asked for an update on maintenance items on the clubhouse at King's Walk Golf Course. Nelson stated that a facility assessment is in the planning stages to help determine what maintenance needs to be done and estimate costs for each item.

Commissioner McIntyre inquired on the Park District involvement in basketball courts at Lake Agassiz elementary school. Hellyer informed the Board of the Park District involvement in basketball courts at Exchange Park and Kiwanis Park South.

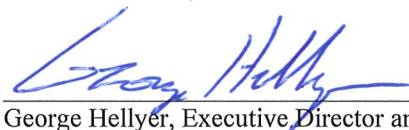
President Skarperud inquired if the Board meetings could be moved to Mondays for the months of December, January, and February. Discussion took place with no decision made on the meeting days at this time. President Skarperud also stated he and Commissioner McIntyre met with Altru Health System staff to introduce themselves and explore how to further current and additional partnerships.

ADJOURNMENT

Commissioner LaDouceur made a motion at 6:31 p.m. to adjourn. Commissioner Kraft seconded the motion; the vote was unanimous, motion carried. Commissioner Bartholomew was absent.



Tim Skarperud, President



George Hellyer, Executive Director and Clerk