

**PARK DISTRICT OF THE CITY OF GRAND FORKS
PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS
JUNE 6, 2023**

The Board of Park Commissioners met for their regular monthly meeting on Tuesday, June 6, 2023, at Choice Health & Fitness community room, 4401 South 11th Street, at 5:00 p.m. with Vice-President LaDouceur presiding.

ROLL CALL

Present were Vice-President LaDouceur, Commissioners Bartholomew, Kraft, and McIntyre. President Skarperud 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, Parks Operations Manager Hell, Sports & Recreation Manager Rollefstad, Marketing Manager Trontvet, 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 McIntyre seconded the motion; the vote was unanimous, motion carried. President Skarperud was absent.

APPROVAL OF MINUTES FROM MAY 2, 2023, AND MAY 30, 2023

Commissioner Bartholomew made a motion to approve the minutes from the May 2, 2023, and May 30, 2023, Board meetings. Commissioner Kraft seconded the motion; the vote was unanimous, motion carried. President Skarperud was absent.

FOR DISCUSSION

Local Government Advisory Committee – Project and Tax Incentives Update

Executive Director Hellyer updated the Board on the function and participants of the Local Government Advisory Committee. The Park District does not get a vote in the approval process but follows the decision of the City of Grand Forks. Todd Feland, City Administrator for the City of Grand Forks, updated the Board of the Epitome Energy and Memorial Village II projects 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.

Review Single Employer Pension – Policy and Performance

Director of Finance & Administration Lancaster reviewed the Investment Policy Statement and performance results for the single employer pension plan for the year ended December 31, 2022. Gallagher Benefit Services recommends that the Board review the policy and performance annually.

Review 1/1/2023 Single Employer Pension Actuarial Valuation

Lancaster presented to the Board the pension actuarial valuation dated 1/1/2023, prepared by Gallagher Benefit Services. Lancaster reviewed the executive summary from the valuation, highlighting 51 participants, assets of \$8,445,138, and a funded ratio of 78%.

Review Potential C&B Projects for 2024

Lancaster presented to the Board the C&B 10-year forecast that currently projects \$700,000 for C&B projects in 2024. Hellyer reviewed the list of potential future projects for 2024 and beyond.

FOR ACTION

Grand Forks Youth Hockey Association Board – Park District Representative

Commissioner McIntyre stated President Skarperud would like to step down from serving on the Grand Forks Youth Hockey Association Board. Commissioner McIntyre has agreed to take over the position on the Grand Forks Youth Hockey Association Board from July 1, 2023, to June 30, 2024.

Commissioner Bartholomew made a motion to nominate Commissioner McIntyre as the Park District representative on the Grand Forks Youth Hockey Association Board. Commissioner Kraft seconded the motion; the vote was unanimous, motion carried. President Skarperud was absent.

APPROVAL OF FINANCIAL REPORT

Lancaster reviewed the April 2023 financial reports. Vendor and payroll payments for April 2023 were \$1,944,831.77.

Commissioner Bartholomew made a motion to approve the financial report for April 2023. Commissioner Kraft seconded the motion; the vote was unanimous, motion carried. President Skarperud was absent.

STAFF REPORTS

Facilities Manager Colborn updated the Board on events and tournaments coming up at the Park District facilities. Colborn also updated the Board on the status of numerous projects that are in progress at various facilities.

Parks Operations Manager Hell informed the Board that the large dog park has been opened but the small dog park is still too wet. Elk's pool and Riverside pool have been filled with water and weed spraying has been completed at all parks. Hell stated the Register Tennis Courts will be shut down until August 1st for the construction of the new viewing area and the sand volleyball shower station will be installed at Bringewatt Park in August.

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

Director of Facilities & Programs Orr presented to the Board the Choice Health & Fitness May membership numbers and upcoming events, programs, and promotions. Orr stated a small sink hole has been found on the north side of Choice Health & Fitness property by the geothermal wells and staff will monitor for any changes in size over the summer. Orr informed the Board that the pickleball courts at Optimist Park have been painted and fencing, net posts, and nets will be installed when received. Abbott and Symington pickleball courts were also patched.

Director of Operations & Community Relations Nelson updated the Board on upcoming events and summer programs. Nelson also updated the Board on various golf events and tournaments coming up in the next few weeks. Nelson informed the Board that the King's Walk Golf Course bridge inspection will cost \$10,000 for the five bridges with a load capacity test included. Nelson also updated the Board on various clubhouse projects that are in progress at King's Walk. Nelson stated the Grand Forks Parks and Recreation Foundation annual report will be mailed out in June. Nelson informed the Board Ryan Lake has and will have Zebra Mussels and the North Dakota Game and Fish Department has agreed to continue stocking the lake with fish. Nelson stated that the Bill Palmiscno Park dedication will occur on July 26, 2023, from 4 pm - 6 pm.

Lancaster stated staff is working on the 2024 budget.

Hellyer updated the Board on the possibility of adding another dog park within city limits and staff are looking at various locations in the city. The regularly scheduled July's Board meeting will fall on July 4th, Independence Day Holiday, and the Board agreed to move the meeting to July 11, 2023. The Grand Forks Parks and Recreation

Foundation Board will also have a short meeting immediately following the Park District Board meeting to appoint officers. Hellyer updated the Board on the feasibility study and the funding gap for the Indoor Aquatic Facility and Indoor Sports Facility.

BOARD MEMEBERS' REPORTS


Commissioner McIntyre thanked staff for the help with the Cricket League and the Smiley Park cleanup.

Commissioner Bartholomew updated the Board on the King's Walk bridge inspection. We will receive an assessment report and a cost estimate to repair or replace the bridges after they are inspected.

Vice-President LaDouceur inquired on placing flags by each memorial stone at Veterans Memorial Park for Memorial Day. Staff will research the cost of purchasing flags and the possibility of a volunteer group to place them on each memorial stone. Vice-President LaDouceur inquired on the status of the Children's Museum fundraising person. Nelson stated that the person will provide a report of the time she has spent on the project. Vice-President LaDouceur also inquired on the number of kids attending the Minnesota Viking Football camp being held at Williamson Field. Colborn stated that the camp registration was full.

ADJOURNMENT

Commissioner Bartholomew made a motion at 6:23 p.m. to adjourn. Commissioner Kraft seconded the motion; the vote was unanimous, motion carried. President Skarperud was absent.



Greg LaDouceur, Vice-President



George Hellyer, Executive Director and Clerk

