

**PARK DISTRICT OF THE CITY OF GRAND FORKS
PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS
JULY 11, 2023**

The Board of Park Commissioners met for their regular monthly meeting on Tuesday, July 11, 2023, 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, Vice-President LaDouceur, Commissioners Bartholomew, and McIntyre. Commissioner Kraft attended via phone.

Park District staff in attendance were: Executive Director Hellyer, Director of Finance & Administration Lancaster, Director of Operations & Community Relations Nelson, Facilities Manager Colborn, Sports & Recreation Manager Rollefstad, Marketing Manager Trontvet, and Project Administrator Swenberger.

DELEGATES TO APPEAR BEFORE THE BOARD

None.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES FROM JUNE 6, 2023

Vice-President LaDouceur made a motion to approve the minutes from the June 6, 2023, Board meeting. Commissioner McIntyre seconded the motion; the vote was unanimous, motion carried.

FOR DISCUSSION

Feasibility Study Update - Indoor Sports Facility and Indoor Aquatic Facility

Executive Director Hellyer updated the Board on the feasibility study process for an indoor sports facility and indoor aquatic facility. Staff are communicating with potential user groups to understand the needs and financial abilities of user groups and will follow up with them as needed. Hellyer informed the Board that the City of Grand Forks is considering a hospitality tax as a potential operational funding source for the facilities. Discussion took place on the importance of well-informed decision making and meeting the needs of the community.

Mid-Year Projects and Operations Update

Hellyer presented to the Board an overview of current Park District projects and gave an operations update, highlighting progress at Kraft Memorial Field, the Destination Playground, and Grand Valley Development. Hellyer invited the Board to attend the dedication of Bill Palmiscno Park on July 26th. He also noted positive community feedback for the pickleball courts at Optimist Park and the 4th of July celebration by Sertoma Club at Sertoma Park. Hellyer concluded by informing the Board that Altru Health System will not renew their lease of the Truyu space at Choice Health & Fitness. Discussion took place on alternative uses for the space.

Choice Health & Fitness Organizational Chart

Hellyer informed the Board that Choice Health & Fitness was preparing for forthcoming retirements. Two employees will be retiring at the end of August, Julie Kirkeby after 25 years and Betty Hillestad after 37 years working for the Park District. Hellyer presented an updated organizational chart for Choice Health & Fitness, emphasizing that they will still have the same number of full-time employees but in a new structure. President Skarperud stressed a vision for long term success and taking care of employees.

FOR ACTION

Riverside Tennis Courts Naming Rights Agreement

Director of Operations & Community Relations Nelson reminded the Board that the Naming Right parameters for the Riverside Tennis Courts were approved at the April Board meeting and is consistent with Park District Naming Guidelines. Nelson stated that there was a financial contribution for the naming rights and that the individual aligns with the values of the Park District. The agreement would change the name from the Riverside Tennis Courts to the "Paukert Tennis Complex" in honor of Terry Paukert and his contributions to athletics in the community, especially tennis. The tennis courts at this location will be resurfaced next year and new signage will be ordered for the complex. Discussion took place on the placement and installation of signs.

Commissioner Bartholomew made a motion to approve the Naming Rights Agreement to rename Riverside Tennis Courts to Paukert Tennis Complex. Commissioner McIntyre seconded the motion; the vote was unanimous, motion carried.

ICON Sports Center- Room Naming

Nelson presented to the Board a summary of the renovations being done by the Grand Forks Youth Hockey Association at the ICON Sports Center including the concession area, office spaces, and a new classroom. Nelson informed the Board that this naming also aligns with the Park District Naming Guidelines. Brad Lucke, Executive Director of the Grand Forks Youth Hockey Association, was in attendance to discuss. The Grand Forks Youth Hockey Association would like to name the classroom at ICON Sports Center in honor of Sean Gerszewski. Sean was a Grand Forks Youth Hockey Association athlete that passed away from cancer at the age of eighteen.

Vice-President LaDouceur made a motion to approve the ICON Sports Center room naming as presented. Commissioner McIntyre seconded the motion; the vote was unanimous, motion carried.

APPROVAL OF FINANCIAL REPORT

Director of Finance & Administration Lancaster reviewed the May 2023 financial reports. Vendor and payroll payments for May 2023 were \$1,375,462.86.

Vice-President LaDouceur made a motion to approve the financial report for May 2023. Commissioner McIntyre seconded the motion; the vote was unanimous, motion carried.

STAFF REPORTS

Facilities Manager Colborn updated the Board on arena renovations and tournaments. Colborn informed the Board that Kevin Middleton was hired for the Facility Assistant Supervisor position at ICON Sports Center.

Nelson provided an overview of summer events taking place, highlighting the dedication of Bill Palmiscno Park. Nelson commended the work of staff at Lincoln Golf Course and King's Walk Golf Course as both facilities continue to increase revenue and rounds of golf. Nelson updated the Board on the bridge inspection process at King's Walk Golf Course, noting that a draft report should be ready in August. Nelson concluded by stating that Dave Clark, Golf Course Superintendent at King's Walk Golf Course, will be retiring in early September and that the position will be opened internally.

Marketing Manager Trontvet informed the Board that July is National Parks and Recreation Month, and that marketing would be doing social media campaigns to raise awareness. Trontvet also updated the Board on the status of the activity guide and fall recreation booklet. Trontvet stated the North Dakota Recreation and Park Association State Conference will be hosted by the Grand Forks Park District in September of 2023.

Lancaster stated that the preliminary 2024 budget will be presented at the Finance Committee meeting on July 27th, after which the preliminary 2024 budget will be presented at the August Board meeting. Lancaster informed the Board that the salary study is underway and that managers would be contacted soon.

Hellyer updated the Board on the idea to place flags on the Walk of Honor stones at Veterans Memorial Park for Memorial Day, stating that after meeting with stakeholders the thought is that putting flags out at the park for the 4th of July holiday would be a better option. Hellyer also coordinated a facility tour with the Board which will take place prior to the regular August Board Meeting. Hellyer stated that the National Recreation and Park Association conference will be held in Dallas, Texas from October 10-12, 2023.

BOARD MEMEBERS' REPORTS

Commissioner Kraft commented that the new pickleball courts at Optimist Park look great and are well received by the community.


Commissioner Bartholomew stated that he observed the 18-hole foot golf at Riverside Park being busy, along with pickleball at Optimist Park.

Vice-President LaDouceur inquired on concession stands accepting credit card payments. Staff stated that some facilities do not have Wi-Fi but will investigate options.

President Skarperud, along with Brad Lucke, discussed an event for GFYHA that would replace a golf scramble fundraiser and take place outside of ICON Sports Center in September. Brad Lucke provided details of the event and inquired about proper channels for acquiring approval from the Board of Park Commissioners. This will be brought back to the Park Commissioners at a future Board meeting.

ADJOURNMENT

Commissioner Bartholomew made a motion at 6:09 p.m. to adjourn. Vice-President LaDouceur seconded the motion; the vote was unanimous, motion carried.



Tim Skarperud, President of the Board of Park Commissioners



George Hellyer, Executive Director and Clerk

