

**PARK DISTRICT OF THE CITY OF GRAND FORKS
PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS
SEPTEMBER 5, 2023**

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

ROLL CALL & PLEDGE OF ALLEGIANCE

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, Parks Operations Manager Hell, Fitness Manager Langei, Forestry Operations Manager Lee, Sports & Recreation Manager Rollefstad, and Project Administrator Swenberger.

DELEGATES TO APPEAR BEFORE THE BOARD

None.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES FROM AUGUST 1, 2023 (WORK SESSION) AND AUGUST 1, 2023 (REGULAR BOARD MEETING).

Vice-President LaDouceur made a motion to approve the Board work session and Board meeting minutes from August 1, 2023. Commissioner McIntyre seconded the motion; the vote was unanimous, motion carried.

FOR DISCUSSION

None

FOR ACTION

Indoor Sports and Aquatic Facility- Project Plan

Executive Director Hellyer provided an overview of the current proposed indoor sports and aquatic facility project plan to the Board. Hellyer highlighted the original and updated feasibility study, location of the proposed facility, the indoor sports and aquatic facility would be a combined facility under one roof, the amenities, proposed ownership and operating structure, the City of Grand Forks would be responsible for all capital costs as well as future capital improvement costs, and funding options. Discussion took place on the partnership with the City of Grand Forks and the importance of funding structures to ensure long-term sustainability of the facility and financial security of the Park District.

Vice-President LaDouceur made a motion to approve the current indoor sports and aquatics facility project plan as proposed including the Park District operating the facility and funding the operations up to a loss of \$500,000. Commissioner McIntyre seconded the motion; the vote was unanimous, motion carried.

APPROVAL OF FINANCIAL REPORT

Director of Finance & Administration Lancaster reviewed the July 2023 financial reports. Vendor and payroll payments for July 2023 were \$1,950,977.47.

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

STAFF REPORTS

Director of Facilities & Programs Orr presented July membership numbers and programming updates for Choice Health & Fitness, emphasizing the change to regular operating hours today. Orr updated the Board that the ICON Sports Center renovations of the Grand Forks Youth Hockey Association offices, concessions area, and classroom are complete, except for signage. Orr commended the work of Sports & Recreation Manager Rollefstad and Aquatics Coordinator Nelson for keeping the outdoor pools staffed and open resulting in increased usage compared to the summer of 2022. Orr concluded by stating that he is seeking solutions to pickleball storage needs for the newly lined pickleball courts on the gym floor at Choice Health & Fitness and is hoping to have storage and programming finalized by winter.

Parks Operations Manager Hell informed the Board that the concrete games at Lincoln Drive Park are installed and have been received well. He also mentioned that the wash station at the sand volleyball courts at Bringewatt Park should be completed next week. Hell concluded by notifying the Board that ICON Architectural Group advised the Park District to reject the viewing area concrete poured wall at the Register Tennis Complex due to not meeting specifications and having already shown cracks.

Forestry Operations Manager Lee presented to the Board the Forestry numbers and provided an overview of the Grand Forks Park District Dutch Elm Disease policy and how it compares with other services offered in other North Dakota cities. Lee noted that no other Park District in the region, other than Winnipeg, provides tree removal services free of charge in their cities. He also mentioned that Emerald Ash Borer has not been found in Grand Forks, but it is being closely monitored as it was present in Moorhead, MN. Lee concluded by informing the Board that a grant application will be submitted to the Outdoor Heritage Fund to improve the Japanese Garden at Sertoma Park.

Director of Operations & Community Relations Nelson notified the Board that oil painting classes have started at the art studio and that there is a new art show in October. Nelson informed the Board of a new fall event, "Parktoberfest," which will have games, rides, and a movie in the park. Nelson provided an overview of the current Park District signage policy and explained that the signs discussed by the City Council were removed to ensure compliance with the City code. Nelson assured the Board that the signage policy is compliant and that we are in good standing with the City. Nelson also noted that signage was installed at the Paukert Tennis Complex at Riverside Park in two locations. Nelson concluded by inviting the Board to participate in the North Dakota Recreation and Park Association annual conference hosted by the Grand Forks Park District from September 12-14.

Lancaster stated that the final report from the salary study for all full-time employees is expected in October. Lancaster informed the Board that a public hearing and final approval of the 2024 budget will take place at the October 3rd, Board meeting and that a Foundation Board meeting will be held following the regular Board meeting.

Hellyer notified the Board that he will be absent from the October Board meeting.

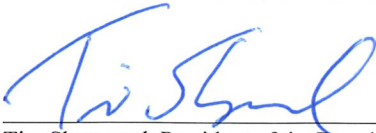
BOARD MEMBERS' REPORTS

Commissioner McIntyre inquired on if any further tennis complex naming gathering is planned for the Paukert Tennis Complex. Nelson stated that nothing further is planned other than the gathering that happened when the naming was announced. Commissioner McIntyre also thanked Park District staff for assisting with a question from the public on our Dutch Elm Disease policy.

Vice-President LaDouceur thanked staff for the invitation to play pickleball with a local group, he said he had a fun time and enjoys the sport.

ADJOURNMENT

Vice-President LaDouceur made a motion at 6:13 p.m. to adjourn. Commissioner Bartholomew seconded the motion; the vote was unanimous, motion carried.



Tim Skarperud, President of the Board of Park Commissioners



George Hellyer, Executive Director and Clerk