

**PARK DISTRICT OF THE CITY OF GRAND FORKS
PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS
OCTOBER 7, 2025**

The Board of Park Commissioners met for their monthly meeting on Tuesday, October 7, 2025, 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, Commissioners Bartholomew, Kraft, and McIntyre. Vice-President LaDouceur 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, Golf Professional Tannahill, Senior Accountant Larsen, and Project Administrator Swenberger.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

PUBLIC COMMENTS

None.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES FROM SEPTEMBER 2, 2025

Commissioner McIntyre made a motion to approve the minutes from September 2, 2025. Commissioner Bartholomew seconded the motion; the vote was unanimous, motion carried. Vice-President LaDouceur was absent.

PUBLIC HEARING

2025 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

Altru Sports Complex Update

Executive Director Hellyer provided an update on the Altru Sports Complex, including recent City Council approval of schematic design for phase 2 that would include adding up to four basketball courts and sports training space. Hellyer stated that discussions have taken place with user groups for the hard-court space, noting that conversations will continue. Hellyer informed the Board that final approval for the operations agreement will wait until phase 2 is decided upon. Hellyer reported that Park District and City staff will be traveling to the Fargo Parks Sports Center to meet with Fargo Park District staff on their operations, usage, occupancy, tournaments planning, and concessions. Director of Facilities & Programs Orr provided an overview of proposed rental rates from the operations and maintenance budget for phase 1. Orr updated the Board on discussions with the Visit Greater Grand Forks and City about a shared tournament manager position for the facility. Discussion took place on the role of the tournament manager position and the potential impact on user groups. Sports & Recreation Manager Rollefstad concluded the

update by providing an overview of the design options for phase 2, noting the desire to expand the sports training space. Discussion took place on staffing needs and project timelines.

FOR ACTION

Kiwanis Park South – Naming Rights Agreement

Hellyer summarized the Park District Facility Naming Guidelines previously approved and adopted by the Board. In communications with the previous President of the local Kiwanis Club, the Kiwanis Club is currently inactive with no current plans to restart. Park District staff and Kiwanis Club do not have a written agreement outlining the terms of the Kiwanis Club naming rights. The proposal to rename Kiwanis Park South to the North Dakota Association for the Disabled (NDAD) Park includes a donation of \$800,000, with the intent to build an inclusive playground, to be paid in full October 2026 with an exclusive naming rights term of 20 years. Hellyer presented to the Board a map of the area and playground equipment options that may be added. Kiwanis Park North will remain and be renamed Kiwanis Park.

Commissioner Kraft made a motion to approve the Naming Rights Agreement with NDAD. Commissioner Bartholomew seconded the motion; the vote was unanimous, motion carried. Vice-President LaDouceur was absent.

King’s Walk and Lincoln Golf Course – 2026 Rate Increase

Director of Operations & Community Relations Nelson presented to the Board proposed membership rates for 2026, which take into consideration inflation and popularity of the sport, for both King’s Walk Golf Course and Lincoln Golf Course. Golf Professional Tannahill explained the history of rate increases and provided an overview of annual comparative data informing the decision to adjust rates.

Commissioner McIntyre made a motion to approve the King’s Walk and Lincoln Golf Course 2026 Rate Increase. Commissioner Kraft seconded the motion; the vote was unanimous, motion carried. Vice-President LaDouceur was absent.

Kraft Field – Lighting Project

Facilities Manager Colborn provided an overview of the lighting project at Kraft Field including new light poles and LED lighting. Colborn noted the Sports Lighting Authority has provided a contract for services including creating specifications, assisting with bidding, and awarding contracts, as well as overseeing the installation process. Colborn reported the project will be funded by the Blue Line Club up to \$350,000.

Commissioner Bartholomew made a motion to approve the consulting services contract with the Sports Lighting Authority to proceed with the Kraft Field Lighting Project. Commissioner Kraft seconded the motion; the vote was unanimous, motion carried. Vice-President LaDouceur was absent.

Williamson Park and South Middle School – Land Exchange with School District

Hellyer presented to the Board the land exchange agreement with the School District, who are the primary users of Williamson Park. Hellyer reported that land located at Williamson Park, Valley Middle School, and a small portion of Exchange Park would be transferred to the School District. The Park District will receive the four soccer fields and two football fields that are located to the east of South Middle School. Hellyer noted that a snow storage easement would be put in place for Williamson Field and that the School District will be responsible for all fees associated with the land exchange. In addition, these properties would continue to be a part of the Shared Parks and Facilities Use Agreement.

Commissioner Kraft made a motion to approve the Williamson Park and South Middle School Land Exchange with the School District. Commissioner McIntyre seconded the motion; the vote was unanimous, motion carried. Vice-President LaDouceur was absent.

Eagles Crest – Tables and Chairs Purchase

Nelson provided a quote to purchase tables and chairs to match the new aesthetic at Eagles Crest following a request from the Board. Nelson noted that approximately \$45,000 remains in the renovation budget but that an additional \$45,000 will be needed to complete the purchase, which was quoted at \$88,498.00 through cooperative purchasing.

Commissioner Bartholomew made a motion to approve the Eagles Crest Tables and Chairs Purchase not to exceed \$88,498. Commissioner Kraft seconded the motion; the vote was unanimous, motion carried. Vice-President LaDouceur was absent.

Final 2026 Budget and Ordinance #188

Director of Finance & Administration Lancaster presented the final 2026 budget. The budget includes a mill levy of 36.29 mills, a 0.5 mill reduction from the 2025 budget. The value of a mill is projected to be \$307,036 for 2026. Lancaster updated the Board on the current year operations for each fund and projected the ending cash balances for 2025. There were no changes to the 2026 preliminary budget that was approved at the August 5, 2025, Board meeting.

Commissioner Kraft made a motion to approve the 2026 final budget and Resolution of Annual Appropriations and Tax Levy for 2025, Ordinance #188. Commissioner McIntyre seconded the motion; the vote was unanimous, motion carried. Vice-President LaDouceur was absent.

APPROVAL OF FINANCIAL REPORTS

Lancaster reviewed the August 2025 financial reports. Vendor and payroll payments for August 2025 were \$1,743,035.86.

Commissioner Bartholomew made a motion to approve the financial report for August 2025. Commissioner McIntyre seconded the motion; the vote was unanimous, motion carried. Vice-President LaDouceur was absent.

STAFF REPORTS

Colborn reported that phase 4 of the Blue Line Club IcePlex renovation project is underway which includes painting the exterior, installation of exterior signage, and updated interior directional signage. The next phase will include designs for the second-floor concession and restroom area remodel, along with main entrance upgrades and locker room renovations. Colborn informed the Board of discussions taking place with youth baseball to have them take over concession services at Oxford Sports Complex. Colborn reported the opening of the south rink at Blue Line Club IcePlex on October 20th, Gambucci Arena October 26th, and Purpur Arena on November 2nd. Colborn concluded his report by noting that winterization of Ulland Sports Complex will take place the week of October 20th.

Parks Operations Manager Hell reported his team will be putting up outdoor ice rink fences and blowing out irrigation next week. Hell informed the Board that Crary Park is near completion, with only grass near the parking lot remaining. Hell noted that a war time military working dog sculpture will be delivered to Veterans Memorial Park at the end of the week.

Orr presented the September membership numbers, upcoming events, programs, and promotions for Choice Health & Fitness. Orr reported the North Dakota boy's tennis tournament would take place at Choice Health & Fitness from October 9th-11th. Orr informed the Board of changes to the Silver Sneakers program that will be effective starting January 1st. Orr stated that fall programming is up and running and winter programming registration will take place at the end of October. Orr concluded by addressing items from the previous Board meeting, including an emphasis on traffic flow for the Purpur Arena concession renovation. Additionally, Orr stated the storage building requested for Choice Health & Fitness is on the C&B list and that heavier kettlebells have been ordered and will be arriving this fall.

Rollefstad reported that sand volleyball nets will be taken down within the next week.

Nelson updated the Board on events including "Parktoberfest," oil painting classes, and birthday parties at First Season Community Center. Nelson extended invitations to the Board for three upcoming events including the Japanese sister city visit at Sertoma Park, Terry Paukert Tennis Court dedication, and the Crary Park grand opening. Nelson informed the Board that the concessions halfway house at King's Walk Golf Course will continue after a successful season. Nelson also provided an overview of fall golf promotions.

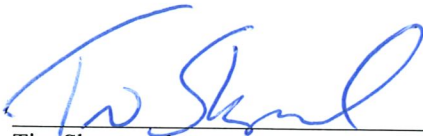
Hellyer informed the Board that the Park District was awarded a Garrison Diversion Conservancy District grant for \$50,000 to add trails, prairie grass, and a learning area at Ryan Lake.

BOARD MEMBERS' REPORTS

Commissioner McIntyre encouraged all present to attend the Paukert Tennis Court dedication event.

ADJOURNMENT

Commissioner Kraft made a motion at 6:39 p.m. to adjourn. Commissioner Bartholomew seconded the motion; the vote was unanimous, motion carried. Vice-President LaDouceur was absent.



Tim Skarperud
President of the Board of Park Commissioners



George Hellyer
Executive Director and Clerk