

**PARK DISTRICT OF THE CITY OF GRAND FORKS
PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS
APRIL 7, 2026**

The Board of Park Commissioners met for their monthly meeting on Tuesday, April 7, 2026, 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, and 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 Programs & Facilities Orr, Facilities Manager Colborn, Parks Operations Manager Hell, Forestry Operations Manager Lee, Altru Sports Complex General Manager Rollefstad, Marketing Manager Trontvet, Senior Accountant Larsen, Marketing and Sponsorship Representative Brorson, and Project Administrator Swenberger.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

PUBLIC COMMENTS

None.

APPROVAL OF AGENDA

Executive Director Hellyer requested to amend the agenda to add Grand Forks Youth Hockey Association – Proposed Training Space for discussion.

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

APPROVAL OF MINUTES FROM MARCH 3, 2026

Commissioner McIntyre made a motion to approve the minutes from March 3, 2026. Commissioner Kraft seconded the motion; the vote was unanimous, motion carried.

FOR DISCUSSION

Grand Forks Youth Hockey Association – Proposed Training Space

Brad Lucke, Executive Director of Grand Forks Youth Hockey Association (GFYHA) was in attendance to propose an expansion to the ICON Sports Center for a dryland hockey training space. Lucke stated GFYHA currently has access to adequate ice time, but that programming could be expanded to include off-ice training in partnership with Choice Health & Fitness athletic development staff. GFYHA would fund the construction and operations of the training space expansion. Discussion took place on potential agreement structures, operations, and community impact.

Altru Sports Complex Update

Altru Sports Complex General Manager Rollefstad provided an update on construction and operational developments including continued design development on phase two and forthcoming approval of City Council. Rollefstad noted a beam-signing event for community leaders involved in the project and extended an invitation to the Board. Rollefstad concluded by stating that discussions are ongoing regarding the operational costs of the aquatic deep well and

associated financial obligations between the University of North Dakota and the Park District. Discussion took place on agreement structure and long-term financial viability.

FOR ACTION

Altru Sports Complex – Naming Opportunities

Director of Operations & Community Relations Nelson presented to the Board the naming guidelines for the Altru Sports Complex. Nelson stated the guidelines have been reviewed and approved by City staff and that work continues to finalize process details for the campaign. Discussion took place on utilizing naming opportunity funds for operations and maintenance of the facility.

Commissioner Kraft made a motion to approve the Altru Sports Complex naming opportunities. Commissioner McIntyre seconded the motion; the vote was unanimous, motion carried.

Blue Line Club IcePlex – Remodel Project – Request for Qualifications

Hellyer provided a project overview and concept drawings of the Blue Line Club IcePlex remodel project including the second-floor restroom and concession renovation, north entryway renovation, and locker room addition. Staff received three proposals, JLG, ICON Architects, and helseM. Hellyer provided an overview of funding and phasing options for the project. The Selection Committee met to interview firms, evaluate, and is recommending approval of helseM for the project.

President Skarperud disclosed a potential conflict of interest, stating that one of the parties involved is a client. He indicated that he does not anticipate receiving any direct or indirect financial benefit from the selection of a firm for the remodel project.

Commissioner Bartholomew made a motion to permit President Skarperud to vote, citing the absence of any direct or indirect financial benefit. Commissioner Kraft seconded the motion; the vote was unanimous, motion carried 4-0. President Skarperud did not vote.

Vice-President LaDouceur made a motion to approve helseM as the architect for the Blue Line Club IcePlex remodel project. Commissioner Kraft seconded the motion; the vote was unanimous, motion carried.

Ryan Lake – Prairie Trail and Outdoor Classroom Project

Forestry Operations Manager Lee provided an overview of the project, timeline, bid tabulation, project costs, and funding sources for the Ryan Lake Prairie Trail and Outdoor Classroom project. Lee informed the Board of the emphasis on education and conservation. Lee is recommending the low bid for the project included the base bid of \$234,939.25, alternate two for \$16,374.00, and a potential change order for the grading work not selected in alternate one that needs to be completed, estimated up to \$10,000.00. The total of the base bid, alternate two, and change order is \$261,313.25 from Opp Construction. The total project cost is \$351,250.00.

Commissioner Kraft made a motion to approve the base bid, alternate two, and potential change order up to \$10,000.00 from Opp Construction for \$261,313.25, making a total project cost of \$351,250.00 for the Ryan Lake Project. Vice-President LaDouceur seconded the motion; the vote was unanimous, motion carried.

2025 Audit Report

Director of Finance & Administration Lancaster presented to the Board the 2025 Audit Report and reviewed the summary of funds worksheet for 2025. The Finance Committee met on April 2, 2026, to review the 2025 Audit Report in detail. Brady Martz reported no management comments. Lancaster notified the Board that the Audit Report would be posted on the Park District website. Commissioners Kraft and McIntyre commended Lancaster and staff for the clean audit report and long-term financial sustainability.

Commissioner Kraft made a motion to accept the 2025 Audit Report. Commissioner McIntyre seconded the motion; the vote was unanimous, motion carried.

APPROVAL OF FINANCIAL REPORTS

Lancaster reviewed the February 2026 financial reports. Vendor and payroll payments for February 2026 were \$1,332,594.03.

Vice-President LaDouceur made a motion to approve the financial report for February 2026. Commissioner Bartholomew seconded the motion; the vote was unanimous, motion carried.

STAFF REPORTS

Director of Programs & Facilities Orr presented March membership numbers and provided updates on upcoming events, programs, and promotions at Choice Health & Fitness, noting progress on the recarpeting project. Orr informed the Board that Seth Tennyson will be departing his position and that the Maintenance & Housekeeping Specialist position will be posted internally and externally. Orr also updated the Board on upcoming projects, including the fencing and resurfacing of the Abbott Sports Complex, tennis court resurfacing at University Park, and the assessment and restoration of the Choice Health & Fitness waterslides.

Colborn reported on upcoming events at the arenas including the upcoming Prime Steel Car Show at Purpur Arena and stated staff will begin preparing the Oxford Sports Complex and Ulland Sports Complex for use. Colborn stated that a Request for Qualifications will be advertised shortly for renovations to the area below the north grandstands at Purpur Arena.

Parks Operations Manager Hell reported that court cleaning for tennis and pickleball facilities will begin as weather permits. Hell noted that fencing is being replaced around the Abbott Sports Complex and that the warming houses are clean and prepared for the Just For Fun program.

Lee informed the Board that winter pruning operations are concluding and staff are transitioning to spring removals. Lee also stated that horticulture staff are working on flower seeding at Old Dutch and actively hiring seasonal part-time employees.

Rollefstad extended an invitation from Hope Inc. for a sled hockey tournament fundraising event on May 9.

Marketing Manager Trontvet informed the Board that the 2026 Summer Activity Guide is now available online and will soon be distributed to Grand Forks households. Trontvet noted the formal reintroduction of the Park District mascot, Nutsy the Squirrel. The Marketing Department continues to develop promotional efforts for the golf courses and Choice Health & Fitness. Trontvet also reported ongoing work on signage projects and the initiation of the annual report for the Grand Forks Parks and Recreation Foundation.

Nelson updated the Board on recent and upcoming events, including participation numbers for the Lucky Strike Bowling event and the Knight for a Princess dance. Nelson reported that seasonal hiring for golf operations and summer programming is underway. Lincoln Golf Course is preparing to open soon, and King's Walk Golf Course will begin removing covers on Friday to assess conditions, with the goal of opening the driving range as weather permits. Nelson noted that new golf carts have arrived, with thirty existing carts being reassigned to Lincoln Golf Course. Nelson also reported that new tables and chairs for Eagle's Crest are expected to arrive at the end of April. Nelson concluded by informing the Board that an employee survey is underway with a firm being engaged and a draft survey being assembled.

Lancaster reported he has started developing the 2027 budget. Lancaster reported that the Grand Forks Parks and Recreation Foundation IRS form 990 will be presented at the May Foundation Board meeting that will immediately follow the Park District Board meeting on May 5th.

Hellyer informed the Board of upcoming election requirements and deadlines. Hellyer provided an overview of Sourcewell and cooperative purchasing, noting an organizational emphasis on utilizing local vendors. President Skarperud commended Park District staff for their due diligence.

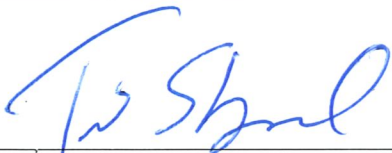
BOARD MEMBERS' REPORTS

Commissioner McIntyre inquired on tree removal procedures and access to the new projector and screen being installed by GFYHA at the ICON Sports Center. Staff provided an overview of tree removal procedures and confirmed that staff will have access to the new projector in the community room at the ICON Sports Center.

Vice-President LaDouceur inquired on recent changes to youth baseball programming. Discussion followed regarding program rates, instructional approaches, and overall structure. Vice-President LaDouceur also commended staff for their response to public discourse regarding Sourcewell and cooperative purchasing.

ADJOURNMENT

Commissioner Kraft made a motion at 6:41 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