

**PARK DISTRICT OF THE CITY OF GRAND FORKS  
PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS  
SEPTEMBER 7, 2021**

The Board of Park Commissioners met for their regular monthly meeting on Tuesday, September 7, 2021, in the Choice Health & Fitness community room, 4401 South 11<sup>th</sup> Street, at 5:00 p.m. with President Skarperud presiding.

**ROLL CALL**

Present were President Skarperud, Vice-President LaDouceur, Commissioners Bartholomew, Dvorak, and Kraft.

Park District staff in attendance were: Executive Director Hellyer, Director of Finance & Administration Lancaster, Director of Operations & Community Relations Nelson, 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 Dvorak seconded the motion; the vote was unanimous, motion carried.

**APPROVAL OF MINUTES FROM AUGUST 3, 2021**

Commissioner Dvorak made a motion to approve the Board work session and Board meeting minutes from August 3, 2021. Commissioner Bartholomew seconded the motion; the vote was unanimous, motion carried.

**FOR DISCUSSION**

None

**FOR ACTION**

**Facility Use Agreement – Grand Forks Youth Hockey Association**

Executive Director Hellyer presented to the Board the proposed facility use agreement with the Grand Forks Youth Hockey Association. Hellyer stated that the Grand Forks Youth Hockey Association Board has approved the three-year agreement. Notable changes from the previous agreement include rate increases for each year of the agreement, Park District commissioners will no longer receive free programs, and the Grand Forks Youth Hockey Association shall not bring in competing businesses that the Park District can provide, such as dry land training and personal training, without the prior written approval of the Park District.

Vice-President LaDouceur made a motion to approve the Grand Forks Youth Hockey Association use agreement. Commissioner Kraft seconded the motion; the vote was unanimous, motion carried.

**Resolution for Sale of Used Equipment**

Director of Finance & Administration Lancaster presented to the Board a list of used equipment that the Park District would like to sell. Lancaster recommends advertising the sale and award the used equipment to the highest bidder.

Commissioner Kraft made a motion to approve the Resolution for Sale of Used Equipment. Commissioner Dvorak seconded the motion, the vote was unanimous, motion carried.

## APPROVAL OF FINANCIAL REPORT

Lancaster reviewed the July 2021 financial reports. Vendor payments for July 2021 were \$1,047,960.80.

Vice-President LaDouceur made a motion to approve the financial report for July 2021. Commissioner Bartholomew seconded the motion; the vote was unanimous, motion carried.

## STAFF REPORTS

Lancaster updated the Board on the equipment purchases that are budgeted for 2022. Due to the long lead times in getting equipment, the bids for 2022 equipment will go out in September 2021. Bid will be opened and awarded after the final 2022 budget is approved by the Board at the meeting on October 5, 2021. All the 2022 equipment that is being bid in September will be received and paid for in 2022.

Director of Operations & Community Relations Nelson updated the Board on the Veterans Memorial Park dedication on September 11, 2021, starting at 2:00 pm. The Rydell Skate Park Phase 2 launch party will be held September 18, 2021, from 12:00 pm to 2:00 pm. Nelson stated that a building will be built on the north end of the driving range that will house a ball dispenser for the north driving range. Nelson also updated the Board on various golf events and the potential children's museum.

Marketing Manager Trontvet updated the Board on events, promotions, and projects that the Marketing Department is working on.

Hellyer updated the Board on the health department mobile vaccine clinics that have been held at Veterans Memorial Park and Optimist Park. The Englestad grant will be submitted for the Eagles Arena renovation this year. If that request is rejected, the grant will be resubmitted for Kraft Field renovations. Hellyer stated that the Park District will follow CDC guidelines for COVID-19 protocols for employees that are close contacts or test positive. Hellyer updated the Board on various meetings that involve projects including a private indoor recreation facility called Play It Turf, UND is exploring the option of installing a bubble at the Ray Richard's golf course driving range to be used primarily for drones, and for the indoor turf facility a RFQ is being developed for a business plan. Hellyer also stated that he is involved in aquatic's facility discussions with several interested parties. UND and the School District have stated that they have pools that need major repairs and they are looking at partnering for a new indoor pool for the community.

## BOARD MEMEBERS' REPORTS

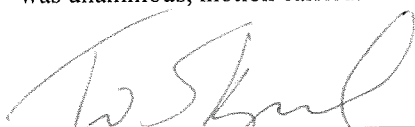
Commissioner Kraft inquired on when the Choice Health & Fitness will be going to extended fall hours. Hellyer will confirm the date and hours with Director of Facilities & Programs Orr and inform the Commissioners.

Commissioner Dvorak inquired on the status of Riverside Pool. Hellyer stated that testing is ongoing at the pool. Any repairs would be done in the spring and be the responsibility of the city. Dvorak also inquired on any further outdoor skating rink closures. Hellyer informed the Board that there would be no additional rink closures this year.

Commissioner Bartholomew inquired on a hockey equipment swap event prior to the hockey season and if there would be a location for the event and to store any left-over equipment. Hellyer will contact Facilities Manager Arola for possible dates and locations for storage space.

## ADJOURNMENT

Vice-President LaDouceur made a motion at 5:36 p.m. to adjourn. Commissioner Kraft seconded the motion; the vote was unanimous, motion carried.

  
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Tim Skarperud, President

  
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George Hellyer, Executive Director and Clerk