

**PARK DISTRICT OF THE CITY OF GRAND FORKS
PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS
AUGUST 6, 2024**

The Board of Park Commissioners met for their monthly meeting on Tuesday, August 6, 2024, at Choice Health & Fitness community room, 4401 South 11th Street, at 5:03 p.m. with Commissioner Kraft presiding.

ROLL CALL

Present were Commissioners Bartholomew, Kraft, and McIntyre. Vice-President LaDouceur attended via phone. President Skarperud was absent.

Park District staff in attendance were: Executive Director Hellyer, Director of Finance & Administration Lancaster, Director of Facilities & Programs Orr, Facilities Manager Colborn, Parks Operations Manager Hell, Sports & Recreation Manager Rollefstad, and Project Administrator Swenberger.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

CITIZENS OR 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. President Skarperud was absent.

APPROVAL OF MINUTES FROM JULY 2, 2024

Commissioner McIntyre made a motion to approve the minutes from the July 2, 2024, Board meeting. Commissioner Bartholomew seconded the motion; the vote was unanimous, motion carried. President Skarperud was absent.

FOR DISCUSSION

Altru Indoor Sports and Aquatic Complex Update

Executive Director Hellyer provided an update on the Altru Indoor Sports and Aquatic Complex, highlighting the current development of the operations agreement and schematic design. Hellyer stated the City is conducting a traffic study and working on a site master plan. Discussion took place on the potential financial impact for the new facility if proposed legislation on the elimination of property taxes passes. Commissioner Bartholomew noted the importance of ensuring the success of the swimming lesson program in the design phase as it will be the most lucrative offering.

FOR ACTION

2025 Preliminary Budget

Director of Finance & Administration Lancaster presented the preliminary 2025 budget. The budget includes a mill levy of 36.31 mills, a reduction of 1 mill from the 2024 budget. The value of a mill was \$277,120 for 2024 and is projected to be \$294,256 for 2025. The salary package increase is planned at 4.5%. Equipment purchases for all funds were reviewed totaling \$855,000. The total preliminary budget for 2025 is planned to be \$21,582,700. Lancaster stated that the Finance Committee met on July 22, 2024, and recommended approving the 2025 preliminary budget. Discussion took place on bolstering reserves in anticipation of the Altru Indoor Sports and Aquatics Facility and the costs associated.

Commissioner McIntyre made a motion to approve the 2025 preliminary budget with a reduction of 0.5 mills instead of 1 mill. Commissioner Bartholomew seconded the motion; the vote was unanimous, motion carried. President Skarperud was absent.

Choice Health & Fitness - Membership Rate Increase

Director of Facilities & Programs Orr provided the recent history of membership rates at Choice Health & Fitness, explaining that regular rate increases did not occur during COVID and following recovery years. Orr stated that the proposed rates have been reviewed by the Altru Family YMCA and that their Board would vote to approve them in September.

Commissioner Bartholomew made a motion to approve the proposed 2025 membership rate increase, contingent upon the Altru Family YMCA Board approval. Commissioner McIntyre seconded the motion; the vote was unanimous, motion carried. President Skarperud was absent.

Garrison Diversion Conservancy District Grant Application – Riverside Park Playground Renovation

Hellyer requested approval from the Board to submit a grant application to the Garrison Diversion Conservancy District for \$37,500.00 for the renovation of the Riverside Park playground. Approval from the Board is required before the application can be submitted for consideration.

Commissioner Bartholomew made a motion to approve the Garrison Diversion Conservancy District grant application for \$37,500.00 for the Riverside Park playground renovation. Commissioner McIntyre seconded the motion; the vote was unanimous, motion carried. President Skarperud was absent.

APPROVAL OF FINANCIAL REPORTS

Director of Finance & Administration Lancaster reviewed the June 2024 financial reports. Vendor and payroll payments for June 2024 were \$1,552,541.97.

Vice-President LaDouceur made a motion to approve the financial reports for June 2024. Commissioner McIntyre seconded the motion; the vote was unanimous, motion carried. President Skarperud was absent.

STAFF REPORTS

Facilities Manager Colborn summarized baseball and softball participation numbers for the year and compared them with the previous year. Colborn informed the Board that construction of the Eagles Arena press box is underway and will be completed prior to the high school hockey season.

Parks Operations Manager Hell informed the Board that the installation of new playground equipment at Jaycee's Park has begun.

Orr presented the July membership numbers, upcoming events, programs, and promotions for Choice Health & Fitness, highlighting that the facility will close on August 16th for the annual cleaning weekend. Orr apprised the Board that the pool is closed for cleaning and repairs from August 5th to the 23rd, and that the group exercise rooms and racquetball courts will be closed for resurfacing from August 15th to the 21st. Orr provided an update on the Paukert Tennis Complex, noting issues with crack repairs and how they intend to move forward with the project. Discussion took place on the former Truyu leased area at Choice Health & Fitness and the best course of action to utilize the space.

Lancaster stated that two ¾ ton pickups have been received that were ordered in 2023 and 2024. Lancaster noted that the Forestry department is still waiting on a log loader that was budgeted in 2022.

Hellyer notified the Board that the Palace Estates addition plat, located to the west of the Grand Valley development, was withdrawn meaning the 0.46 acres discussed at a previous meeting will not be dedicated as a park. Hellyer reminded the Board of the registration deadlines for the National Recreation and Park Association conference. Hellyer

stated that staff will be attending a webinar on the property tax elimination measure next week and discussion took place on the potential impact of the measure. Hellyer concluded by informing the Board of a City of Grand Forks Council agenda item to conduct a study to determine redundancies in services and offerings between the City of Grand Forks and the Grand Forks Park District, with the goal to merge the two entities. Discussion took place on the strong opposition to eliminating the municipality, which emphasizes the importance of parks, recreation, and green spaces.

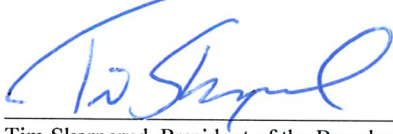
BOARD MEMBERS' REPORTS

Vice-President LaDouceur requested new conference phones for the Board meeting. Lancaster stated that we are currently in the process of replacing phones in the district, including the conference phone.

Commissioner McIntyre inquired on the outdoor pool closure date determination. Staff informed the Board that outdoor pool closure dates are the same each year depending on how they fall on the calendar. Closure dates are heavily influenced by staff availability as most of the staff leave for school prior to the outdoor pools closing.

ADJOURNMENT

Commissioner Bartholomew made a motion at 6:29 p.m. to adjourn. Commissioner McIntyre seconded the motion; the vote was unanimous, motion carried. President Skarperud was absent.



Tim Skarperud, President of the Board of Park Commissioners



George Hellyer, Executive Director and Clerk