



Three Rivers  
Park District  
Board of  
Commissioners

August 31, 2023

Marge Beard  
District 1

Friends of Hyland  
FriendsofHyland@yahoo.com

**VIA EMAIL**

**RE: Data Request**

Jennifer DeJournett  
Vice Chair  
District 2

Friends of Hyland:

Erin Kolb  
District 3

In your email message to Board Chair John Gibbs on August 8, 2023, you made several requests for Park District data under the Minnesota Government Data Practices Act. This correspondence is the Park District's response to your data requests.

Louise M. Segreto  
District 4

As an initial matter, the Government Data Practices Act regulates access to all government data that the Park District maintains. Contrary to your assertions, the Park District is in compliance with the Act. At its regular meeting on June 15, 2017, the Park District's Board of Commissioners adopted Resolution No. 17-09 designating Superintendent Boe Carlson as the Responsible Authority for the purpose of meeting all requirements under the Act. As a result, Superintendent Carlson and I, as his designee, have compiled data responsive to your requests. A copy of Board Resolution 17-09 is attached.

John Gibbs  
Chair  
District 5

Jan Guenther  
Appointed  
At Large

The Park District also maintains a Data Practices Policy containing public access procedures in accordance with state law. The Act requires the Policy to be available to the public, including by providing a free copy of the policy, which is included with this correspondence as an attachment.

Jesse Winkler  
Appointed  
At Large

With respect to your specific data requests, we provide the following responses:

Boe Carlson  
Superintendent

1. No meeting occurred for which minutes would be required or customarily be kept, nor were minutes taken when Chair Gibbs and Commissioners Segreto and Winkler met with staff. As a result, there is no data responsive to this specific request. The June 29, 2023 correspondence from Chair Gibbs to Friends of Hyland (attached) summarizes the activities and discussion of that group.

2. There is no data responsive to this request. Nonetheless, a copy of the Operating Agreement between Gilboa and the Park District is included as an attachment. The Agreement speaks for itself, but it is worth noting that there is no such membership cap of 275.
3. There is no data specifically responsive to your request as safety procedures are implemented on a daily basis depending on the snow depth, conditions, and weather based on the expertise and the discretion of the staff. We have, however, attached the Park Crew Checks and Responsibilities document, which staff utilize to perform duties related to signage, fencing, and terrain park features on a regular basis.
4. There is no data responsive to your request. See response to Number 3 above. Staff regularly monitor and change fencing and ropes depending on conditions, and will continue to do so for the 2023-2024 season.
5. The Skiers' Responsibility Code (attached) speaks for itself. The Three Rivers Park District website contains additional information about safety at Hyland Hills Ski Area, which is included as an attachment. Enforcement is based on the particular circumstances of each infraction.
6. An Incident Report Form is attached. All injured skiers or riders who report to ski patrol would result in a completed Incident Report.
7. There is no specific data responsive to your request. Three Rivers honors Diversity, Equity, and Inclusion in a variety of ways, including the 2040 System Plan, which is included as an attachment.
8. Correspondence responsive to your request are included as attachments.
9. There is no specific data responsive to your request. A lane request form is sent out to coaches prior to each season and is utilized to make lane allocations by Hyland Hills Ski Area staff. The lane request form is included as an attachment. The Competition Team Contract/Special Use Guidelines for competition teams also addresses lane assignments. A copy of the 2022-2023 Competition Team Contract/Special Use Guidelines is included as an attachment.
10. The Donations to Organizations by Three Rivers guidelines from the Park District's Administrative Manual is included as an attachment. In addition, Three Rivers maintains a number of fee assistance programs for patrons, including Recreation Pass Plus, First Tee, Military Pass, First Tracks, Program Fee Assistance, and Transportation Fee Assistance. More information about each of these programs can be found on Three Rivers Park District's website at [www.threeriversparks.org](http://www.threeriversparks.org) under "Fee Assistance."

11. There is no data responsive to your request.
12. There is no data responsive to your request. The building referenced in your request is subject to a Lease Agreement with Gilboa, which is included as an attachment. The Memorandum of Understanding with Gilboa regarding construction and use of the facility is also included as an attachment.
13. Three Rivers Human Resources Policies address complaints and prohibit retaliation. Specifically, the Discrimination and Harassment Policy and Employee Conduct Policy are included as attachments. In addition, state and federal laws, including but not limited to the Minnesota Human Rights Act, Minn. Stat. Section 363A.15, the Minnesota Whistleblower Act, Minn. Stat. Section 181.932, and the federal Civil Rights Act of 1964 prohibit Three Rivers Park District officials and employees from unlawful retaliation based on protected status or against anyone for engaging in protected activity.
14. An Organizational Chart for Enterprise Operations, which operates the ski hill at Hyland Hills Ski Area is included as an attachment.
15. There is no data responsive to your request.

Please contact the undersigned with any questions about the response to your Data Practices Request.

Very truly yours,



Eric Quiring  
General Counsel

Cc: Board Chair John Gibbs  
Superintendent Boe Carlson

Attachments