

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS  
OF THE FARGO PARK DISTRICT OF MAY 14, 2019**

The regular monthly meeting of the Board of Commissioners of the Park District of the City of Fargo was held on Tuesday, May 14, 2019, at 5:30 p.m. at the Fargo Park District office at 701 Main Avenue, Fargo, North Dakota. Present at the meeting were Commissioners Jerry Rostad, Rusty Papachek, Stacey Griggs, Vicki Dawson, and Joe Deutsch. Also present were: Joel Vettel, Dave Leker, Tyson Lund, Carolyn Boutain, Kevin Boe, Clay Whittlesey, Brian Arett, Paul Grindeland and attorney Greg Selbo.

**Approval of April Minutes**

Commissioner Stacey Griggs moved and Commissioner Jerry Rostad seconded a motion to approve the minutes of the April 9, 2019 meeting as amended. Upon call of the roll, the motion passed unanimously.

**Approval of April Bills**

Commissioner Jerry Rostad moved and Commissioner Joe Deustch seconded a motion to approve the bills for April 2019 as presented. Upon call of the roll, the motion passed unanimously.

**Approval of Amended Order of Agenda**

Commissioner Joe Deustch moved and Commissioner Stacey Griggs seconded a motion to approve the agenda as amended. Upon call of the roll, the motion passed unanimously.

**Approval of Recommendation from Fargo Park District Foundation on Grant Match Program  
Grant Applicants**

Brian Arett presented to the Board on this matter. It was noted that the Fargo Park District Foundation received four applications for grant matches. It was noted that the Foundation recommending approval of the Northern Plains Botanic Garden Society application to construct an edible forest, and the Fargo Youth Baseball application to install scoreboards at the Tharaldson baseball complex. It was noted that the Park District will request that it be recognized in some fashion on the scoreboards. It was also noted that the Foundation recommended rejecting the applications from the Legacy Children's Foundation because their proposed project is not far enough in development, and FM Athletics Youth Football for new helmets.

Commissioner Jerry Rostad moved and Commissioner Vicki Dawson seconded a motion to approve the Fargo Park District recommendation to provide Matching Grant funds in the amount of \$15,000.00 to the Northern Plains Botanic Society and for \$15,000.00 to Fargo Youth Baseball as presented to the Board. Upon call of the roll, the motion passed unanimously.

**Approval of Amendment to Lease Between Fargo Park District and Big Erv's Bar and Grill**

Carolyn Boutain presented to the Board on this matter. It was noted that the City of Fargo required a sprinkler system installed at Rose Creek for Big Erv's to obtain a certificate of occupancy. It was noted that construction would need to be done outside of the building for water to get hooked up to the building along with the installation of the sprinkler system inside the building. It was noted that the Park District and Big Erv's agreed that the Park District would incur the expense of providing water to the building and that the Park District and Big Erv's would share the cost of the sprinkler system equally.

Commissioner Vicki Dawson moved and Commissioner Jerry Rostad seconded a motion to approve the bid from Pioneer, LLC in the amount of \$32,675.00 for water main installation and service, and the bid from Nova Fire Protection, Inc. in the amount of \$102,785.00 for fire sprinkler system installation as presented to the Board. Upon call of the roll, the motion passed unanimously.

Commissioner Stacey Griggs moved and Commissioner Jerry Rostad seconded a motion to approve the Lease Amendment between the Park District and Big Erv's to accommodate the sprinkler system installation and cost split between the entities as presented to the Board. Upon call of the roll, the motion passed unanimously.

### **Approval of Changes to Trespass Ordinance and Use of Facilities Ordinance and Second Reading of Each Ordinance**

Dave Leker and Officer Josh Marvig presented to the Board on this matter. It was noted that this was the second reading to consider approval of changes to the Park District Trespass Ordinance and Use of Facilities Ordinance.

Commissioner Stacey Griggs moved and Commissioner Joe Deutch seconded a motion to approve the changes to the Fargo Park District Trespass Ordinance and use of Facilities Ordinance as presented. Upon call of the roll, the motion passed unanimously. This is the second reading.

### **Approval of Amendment to the May 2016 Joint Powers Agreement between the Fargo School District, Fargo Park District and Legacy Children's Foundation**

Dave Leker presented to the Board on this matter. It was noted that the Fargo School District would like to see a sunset clause inserted into the 2016 Joint Powers Agreement to limit the amount of time the Legacy Children's Foundation has to complete their Master Plan on the Madison Site. It was noted the amendment would set a 3-year term, 2019-2022 to complete the overall project.

Commissioner Joe Deutch moved and Commissioner Stacey Griggs seconded a motion to approve the Amendment to the 2016 Joint Powers Agreement as presented to the Board. Upon call of the roll, the motion passed unanimously.

### **Approval and Award of 2019 Playground Improvements and 2019 Asphalt/Concrete Projects**

#### *Playground Improvements*

Dave Leker presented to the Board on this matter. It was noted that three parks are up for replacement or installation: Northside Softball Complex (2-5 year old playground); Stonebridge Park #1 (2-5 year old playground); and Viola Eid Park (2-5 year old playground). It was noted that the Park District received bids from Dakota Playground and My Turn Playsystems.

Commissioner Vicki Dawson moved and Commissioner Stacey Griggs seconded a motion to approve the bid from Dakota Playground for a total base bid of \$222,755.00 and the alternative of \$1,940.00 for expression swing for a total bid of \$224,695.00 for playground improvements at Northside Softball Complex, Stonebridge Park #1, and Viola Eid Park as presented to the Board. Upon call of the roll, the motion passed unanimously.

### *2019 Asphalt/Concrete Projects*

Dave Leker presented to the Board on this matter. It was noted that the Park District received six bidders for the parking lots at Yunker Farm and Tharaldson Little League. It was noted that the cost disparity between paving the parking lots in concrete rather than asphalt did not justify going with concrete.

Commissioner Joe Deustch moved and Commissioner Vicki Dawson seconded a motion to approve the bid form Northern Improvement with a total base bid of \$434,000.00 and Alternative No. 2 with a bid of \$18,000.00, for a total bid of \$452,000.00 for the improvements at Yunker Farm and Tharaldson Little League as presented to the Board. Upon call of the roll, the motion passed unanimously.

### **Approval of Bank Resolutions**

Joel Vettel presented to the Board on this matter. It was noted that with Tyson Lund being hired as the finance director that he can be appointed as the treasurer and have signing authority for the various financial institutions the Park District works with.

Commissioner Jerry Rostad moved and Commissioner Vicki Dawsom seconded a motion to approve the Banking Resolutions as presented to the Board. Upon call of the roll, the motion passed unanimously.

### **Approval of Sport Usage Field Fees**

Kevin Boe presented to the Board on this matter. It was noted that the changes in fees for Sport Usage Field fees would be implemented in 2020. It was noted that all fees are to the nearest quarter for those individuals paying in cash. It was noted that cost for usage is based on field usage instead of player fees.

Commissioner Vicki Dawson moved and Commissioner Stacey Griggs seconded a motion to approve the Sport Usage Field Fees as presented to the Board. Upon call of the roll, the motion passed unanimously.

### **Approval of ADA/ADAA Policy No. 530**

Joel Vettel presented to the Board on this matter. It was noted that staff researched the requirements of the Park District to provide reasonable accommodations for employees of the Park District when a request is presented. It was noted that the proposed policy would create procedures the Park District needs to follow to keep it in line with the ADA and ADAA.

Commissioner Vicki Dawson moved and Commissioner Joe Deustch seconded a motion to approve the new ADA/ADAA Policy No. 530 as presented to the Board. Upon call of the roll, the motion passed unanimously.

**Consideration of Advertising for Requests for Proposals for Purchase of Park District Property located at 2500 45<sup>th</sup> Street South, Fargo**

Joel Vettel presented to the Board on this matter. It was noted that the Park District opened the property up for bidding in early 2019 but only received one unfavorable bid. It was noted that as a result the staff reviewed the sale process in an effort to obtain more favorable bids. It was noted that the Park District is proposing lengthening the timeline to give more people time to create appropriate bids and allowing the top three bidders the opportunity to submit a second bid.

Commissioner Joe Deustch moved and Commissioner Stacey Griggs seconded a motion to table the approval of Advertising for Requests for Proposals for the purchase of Park District Property located at 2500 45<sup>th</sup> Street South, Fargo until the June meeting of Commissioners. Upon call of the roll, the motion passed unanimously.

**Executive Director Update**

Executive Director Joel Vettel presented to the Board on a number of procedures and projects that are currently in the works but are not yet to the point that requires Board action. As a result, no action was taken from the Executive Director Update.

At the conclusion of the above agenda items, a motion to adjourn was made and seconded, and upon unanimous consent the meeting adjourned at approximately 7:00 p.m.

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Jeffrey B. Gunkelman