

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS  
OF THE FARGO PARK DISTRICT OF NOVEMBER 12, 2019**

The regular monthly meeting of the Board of Commissioners of the Park District of the City of Fargo was held on Tuesday, November 12, 2019, at 5:15 p.m. at the Fargo Park District office at 701 Main Avenue, Fargo, North Dakota. Present at the meeting were Commissioners Jerry Rostad, Stacey Griggs, Vicki Dawson, and Joe Deutsch. Also present were: Dave Leker, Tyson Lund, Carolyn Boutain, Brian Arett, Dave Bietz, Kevin Boe, Clay Whittlesey, Dave Klundt, Craig Bjur and attorney Greg Selbo.

**Approval of October Minutes**

Commissioner Stacey Griggs moved and Commissioner Joe Deutsch seconded a motion to approve the minutes of the October 2, 2019 and October 8, 2019 meetings as presented. Upon call of the roll, the motion passed unanimously.

**Approval of October Bills**

Commissioner Joe Deutsch moved and Commissioner Stacey Griggs seconded a motion to approve the bills for October 2019 as presented. Upon call of the roll, the motion passed unanimously.

**Approval of Order of Agenda**

Commissioner Joe Deutsch moved and Commissioner Vicki Dawson seconded a motion to approve the amended agenda as presented. Upon call of the roll, the motion passed unanimously.

**Director's Report**

Dave Leker presented to the Board on a few procedures and projects that are currently in the works but are not yet to the point that requires Board action. The conversation largely revolved around the new sports complex planned for south Fargo. There was a preliminary discussion regarding moving the entire administrative staff to the new complex and that requests for qualifications for a construction manager at risk have been sent out.

No action was taken from the Director' Report.

**Foundation Director's Report**

Brian Arett lead the presentation to the Board on this matter. The major point of conversation centered around the new athletic complex. It was noted that the Park District is getting close to obtaining new donors for the complex.

No action was taken on this matter.

### **Approval of Changes to Social Networking Policy No. 510**

Dave Leker and Kayle Oliver presented to the Board on this matter. It was noted that the policy was last updated in 2013. It was noted that that the new policy will include sections describing expectations for employee's personal social media and Park District Social media usage.

Commissioner Stacey Griggs moved and Commissioner Vicki Dawson seconded a motion to approve the changes to Social Networking Policy No. 510 as presented to the Board. Upon call of the roll, the motion passed unanimously.

### **Approval of Request for Permanent Easement for Fence at 246 Prairiewood Drive South in Fargo**

Dave Bietz presented to the Board on this matter. It was noted that this issue was presented to the Board last month with a request that staff obtain more information regarding the subject property. It was noted that a title search was performed and that no restrictions were discovered. It was noted that the proposed Agreement includes language that if the fence does need to be removed in the future that it be at the homeowner's expense. It was noted that the homeowner's would be responsible to maintain the area that is the subject of the easement.

Commissioner Stacey Griggs moved and Commissioner Joe Deustch seconded a motion to approve the request for permanent easement for a fence at 246 Prairiewood Drive South in Fargo as presented to the Board. Upon call of the roll, the motion passed with a 3 to 1 vote with Commissioner Vicki Dawson voting against the request.

### **Approval of Update to Schedule A of the Alcohol Beverage Policy**

Dave Klundt presented to the Board on this matter. It was noted that with Divots being closed, the Park District is looking to add the chalet at Edgewood as a permitted place for obtaining a permit for parties and events.

Commissioner Joe Deutsch moved and Commissioner Vicki Dawson seconded a motion to approve update to Schedule A of the Alcohol Beverage Policy as presented to the Board. Upon call of the roll, the motion passed unanimously.

### **Approval of Settlement Agreement from Stantec and Memo of Understanding with Fargo Youth Baseball regarding Turf Installation at Starion Field**

Dave Leker presented to the Board on this matter. It was noted that During the course of the artificial turf installation in 2018, the contractor, Stantec, misaligned the infield artificial turf which caused the home plate and bases to be laid out incorrectly. It was noted that due to the need to remove infill, remove and replace the nailer strip, irrigation relocation and the need to move foul poles, the contractor decided to offer a settlement to Fargo Youth Baseball instead. It was noted that Stantec offered Fargo Youth Baseball \$100,000.00 and asked that all parties involved sign the settlement letter.

Commissioner Vicki Dawson moved and Commissioner Joe Deutsch seconded a motion to approve the settlement agreement from Stantec and memo of understanding with Fargo Youth Baseball as presented to the Board. Upon call of the roll, the motion passed unanimously.

### **Approval Audit Engagement Letter for 2019**

Tyson Lund presented to the Board on this matter. It was noted that the Park District is required to have a financial audit performed annually. It was noted that the total fee Eide Bailey proposed charging is \$23,200, which is the same amount that was charged for 2018.

Commissioner Stacey Griggs moved and Commissioner Vicki Dawson seconded a motion to approve the Audit Engagement Letter for 2019 as presented to the Board. Upon call of the roll, the motion passed unanimously.

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 6:10 p.m.

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Jeffrey B. Gunkelman