

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
OF THE FARGO PARK DISTRICT OF DECEMBER 10, 2019**

The regular monthly meeting of the Board of Commissioners of the Park District of the City of Fargo was held on Tuesday, December 10, 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, Stacey Griggs, Vicki Dawson, Rusty Papachek and Joe Deutsch. Also present were: Dave Leker, Tyson Lund, Carolyn Boutain, Paul Grindeland, Brian Arett, Dave Bietz, Diane Jones, Clay Whittlesey, Craig Bjur and attorney Greg Selbo.

Approval of November Minutes

Commissioner Joe Deutsch moved and Commissioner Rusty Papachek seconded a motion to approve the minutes of the November 12, 2019 meeting as amended. Upon call of the roll, the motion passed unanimously.

Approval of November Bills

Commissioner Joe Deutsch moved and Commissioner Stacey Griggs seconded a motion to approve the bills for November 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 noting that the construction manager at risk position for the Fargo Sports Complex had been narrowed down to three finalists. Carolyn Boutain presented to the Board noting that staff had moved forward with creating brochures and online advertising for the Edgewood restaurant. Clay Whittlesey presented to the Board regarding getting a list of potential repairs for Yunker Farm.

No action was taken from the Director's Report.

Foundation Director's Report

Brian Arett lead the presentation to the Board on this matter. He noted that on January 1, 2020, the third round of grant matching applications are due and he had been contacted by 2 organizations that are interested. Brian Arett and Craig Bjur then discussed the Fargo Sports Complex noting that they are close to getting more major sponsors.

No action was taken on this matter.

Executive Director Search Committee Update

Jerry Rostad presented to the Board on this matter. He noted that there were approximately 40 original applicants and the search committee narrowed that pool down to 10. He noted that those 10 all had electronic interviews with the search committee, which then narrowed the candidate pool down to 5 finalists. The five finalists for the executive director position are Dave Leker, Brian Brogan, Susan Faus, Dan Keyes, and Jeremy Rogers.

No action was taken on this matter.

Approval of Design and Construction Documents for Moving Fargo Park District Administrative Offices to Proposed Fargo Sports Complex

Dave Leker and Kevin Boe presented to the Board on this matter. It was noted that the directors believe there is tangible benefits to moving the administrative offices to the proposed Fargo Sports Complex. It was noted that the Depot is difficult to access for public. It was noted that the Depot was not built for offices. It was noted that there will be significant maintenance and potential ADA costs moving forward with the Depot. It was noted that several other cities have their administrative offices located within their athletic complexes. It was noted that not all administrative employees are currently located at the current office. It was noted that the architects believe it would be easier to include the plans with the administrative offices from the beginning than to attempt to add them in later. It was noted that the estimated cost to construct the administrative offices at the Fargo Sports Complex is approximately \$1.9 million.

Commissioner Rostad noted that he believes it is important for staff to be near the community and the users. Commissioners Papachek and Dawson both expressed concerns about moving forward due to the unknown costs associated with redesigning the plans now verse later and also the Park District is still trying to get funding.

Commissioner Joe Deustch moved and Commissioner Stacey Griggs seconded a motion to approve moving forward with design and construction documents for moving Fargo Park District Administrative Offices to the proposed Fargo Sports Complex. Upon call of the roll, the motion passed with a 3 to 2 vote with Commissioners Vicki Dawson and Rusty Papachek voting against the motion.

Approval for Advertising for Request for Proposals to Hire A Real Estate Broker to Sell the Anderson Land

Tyson Lund presented to the Board on this matter. It was noted that the Park District attempted to sell this land internally on two occasions. It was noted that the Park District wants to move forward with hiring a real estate broker to market the land in hopes to get offers that are closer to the believed value of the land. It was noted that the Park District is looking to the sell the land as a whole but there would be leeway to parcel the land out.

Commissioner Rusty Papachek moved and Commissioner Joe Deustch seconded a motion to approve advertising for request for proposals to hire a real estate broker to sell the Anderson Land as presented to the Board. Upon call of the roll, the motion passed unanimously.

Approval and Award Bid for Electric Motorcycle

Brian Arett and Josh Marvig presented to the Board on this matter. It was noted that the Park District budgeted \$22,000 for the purchase of an electric motorcycle. It was noted that the Park District received only 1 bid in the amount of \$20,600.00. It was noted that the Park District received two grants for the purchase, one from the North Dakota Commerce Department for \$10,000.00 and the other from Cass County Electric for \$6,000.00, leaving a balance to the Park District of \$4,600.00.

Commissioner Stacey Griggs moved and Commissioner Vicki Dawson seconded a motion to approve and award the bid of \$20,600.00 to Heinen's for the Electric Motorcycle. 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 6:35 p.m.

Jeffrey B. Gunkelman