

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
OF THE FARGO PARK DISTRICT OF NOVEMBER 10, 2020**

The regular monthly meeting of the Board of Commissioners of the Park District of the City of Fargo was held on Tuesday, November 10, 2020, at 5:30 p.m. at the Fargo Park District office at 701 Main Avenue, Fargo, North Dakota. The meeting was held via Microsoft Teams. Present at the meeting via Microsoft Teams were Commissioners Stacey Griggs, Jerry Rostad, Vicki Dawson, Dawn Morgan and Joe Deutsch. Also present via Microsoft Teams were Dave Leker, Tyson Lund, Dave Bietz, and Carolyn Boutain, Brian Arett and Kevin Boe.

Approval of Minutes

Commissioner Joe Deutsch moved and Commissioner Vicki Dawson seconded a motion to approve the minutes for the October 13, 2020 meeting. Upon call of the roll, the motion passed unanimously.

Approval of October Bills

Commissioner Joe Deutsch moved and Commissioner Jerry Rostad seconded a motion to approve the bills for October 2020 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 agenda as presented. Upon call of the roll, the motion passed unanimously.

Director's Report

Dave Leker presented to the Board. It was noted that the Park District had continued to work with Epic Companies on a development or management agreement for the former Anderson Softball Complex property. It was noted the Park District had been in communication with Fargo Post 2 for how to develop the remaining baseball fields for the benefit of all parties involved.

No action was taken on this matter.

Foundation Director's Report

Brian Arett presented to the Board on this matter. It was noted that the next round of grant match applications are due on January 1, 2021 and that the Foundation had already received one application. IT was noted that Valley Senior Services switched their services over to Concordia College on November 1 and that so far the school has been doing a fantastic job.

No action was taken on this matter.

Approval and Award of Golf Cart Lease Rental

Dave Bietz presented to the Board on this matter. It was noted that the Park District received three bids for the golf cart lease rentals. It was noted that the All Season Motorsports provided the most competitive and complete bid. It was noted that the Park District has a history with All Season Motorsports as the company already services equipment for the Park District.

Commissioner Jerry Rostad moved and Commissioner Dawn Morgan seconded a motion to approve and award the bid from All Season Motorsports for golf cart rental lease as presented to the Board. Upon call of the roll, the motion passed unanimously.

Approval and Award of Beverage Contract

Carolyn Boutain presented to the Board on this matter. It was noted that staff put together estimates for beverage consumption based on 2019 volume and that PepsiCo Foodservice provided a more competitive bid. It was noted that the final terms of a 5-year contract would need to be negotiated.

Commissioner Jerry Rostad moved and Commissioner Dawn Morgan seconded a motion to approve the bid from PepsiCo Foodservice as presented to the Board, contingent upon legal review and execution of a contract. Upon call of the roll, the motion passed unanimously.

Approval for New Request of Sale of 23rd Avenue Right-of-Way to the City of Fargo

Dave Leker presented to the Board on this matter. It was noted that the Board previously approved the sale of a right-of-way to the City of Fargo for the subject property, however the City of Fargo is now needing less property from the Park District with the proposed right away through the Anderson property. It was noted that the previously approved right-of-away would become null and void if this new smaller right of away were approved. It was noted that the city may come back and eventually ask for a larger right of away at this intersection after fully completing the right of way through the Anderson property.

Commissioner Dawn Morgan moved and Commissioner Joe Deutsch seconded a motion to acknowledge the previously approved larger right-of-way area by the Board, but since nothing was ever formally executed and due to changed circumstances, the City has requested a smaller right-of-way area for a different price. At this time I motion to approve the new request of sale of 23rd Ave S right of way to the city of Fargo with a purchase price of \$42,654.00 as presented to the Board. Upon call of the roll, the motion passed unanimously.

Approval of Audit Engagement Letter for 2020

Tyson Lund presented to the Board on this matter. It was noted that each year the Fargo Park District is required to have a financial and federal audit which have historically been conducted by Eide Baily. The financial audit provides an opinion on whether the financial statements are fairly presented, and the federal audit provides an indication of whether the Park District is maintaining compliance with Federal requirements. It was noted that the fee estimate from Eide Baily totals \$24,100.00 which is a 3.88% increase from the previous year.

Commissioner Joe Deutsch moved and Commissioner Jerry Rostad seconded a motion to approve the Audited engagement letter for 2020 with Eide Baily as presented to the Board. Upon call of the roll, the motion passed unanimously.

Approval of Update to Banking Resolutions

Dave Leker presented to the Board on this matter. It was noted that the Park District will need to appoint a treasurer and pass bank resolutions changing signature authority for the various financial institutions the Park District works with. It was noted that Carolyn Boutain was identified as the possible replacement treasurer.

Commissioner Jerry Rostad moved and Commissioner Dawn Morgan seconded a motion to approve the updated Banking Resolutions 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 6:15 p.m.

Jeffrey B. Gunkelman