

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
OF THE FARGO PARK DISTRICT OF DECEMBER 8, 2020**

The regular monthly meeting of the Board of Commissioners of the Park District of the City of Fargo was held on Tuesday, December 8, 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, Dave Bietz, and Carolyn Boutain, Brian Arett, Kevin Boe, Paul Grindeland, and Attorney Thad Swanson.

Approval of Minutes

Commissioner Vicki Dawson moved and Commissioner Joe Deutsch seconded a motion to approve the minutes for the November 10, 2020 meeting. Upon call of the roll, the motion passed unanimously.

Approval of November Bills

Commissioner Jerry Rostad moved and Commissioner Vicki Dawson seconded a motion to approve the bills for November 2020 as presented. Upon call of the roll, the motion passed unanimously.

Approval of Order of Agenda

Commissioner Vicki Dawson moved and Commissioner Joe Deutsch 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 interviewed multiple applicants for the open finance director position. It was also noted that there has been a lot of positive feedback on the Block 9 Plaza after the kickoff event.

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 which will be presented to the full board during the regular February meeting. It was noted that Valley Senior Services received an additional grant from the state. It was noted that Concordia has done a great job preparing the meals for the meals on wheels program.

No action was taken on this matter.

**Approval of Valley Senior Services Transit Funding Authorizing Resolutions for Section 5311 and
5339 Federal Funding**

Paul Grindeland presented to the Board on this matter. It was noted that the Board needs to approve two transit resolutions: (1) Section 5339 that will allow Valley Senior Services to apply for Federal replacement vehicle funding; and (2) Section 5311 that will allow Valley Senior Services to apply for annual federal transit funding.

Commissioner Jerry Rostad moved and Commissioner Vicki Dawson seconded a motion to approve the Section 5339 and Section 5311 Transit Funding Resolutions allowing Valley Senior Services to make applications for federal transit funding as presented to the Board. Upon call of the roll, the motion passed unanimously.

Approval of Proposal for Attorney Services for Fargo Park District

Dave Leker presented to the Board on this matter. It was noted that the Park District received two proposals for legal services: Kennelly Business Law and Nilles Law Firm. It was noted that staff reviewed the proposals, interviewed both firms and did a comparative analysis of the two firms. It was noted that after review, staff recommended awarding the contract to Kennelly Business Law. Commissioners Stacey Griggs and Vicki Dawson both complimented Nilles Law Firm on their years of services as the attorney for the Fargo Park District.

Commissioner Vicki Dawson moved and Commissioner Dawn Morgan seconded a motion to approve awarding the contract for attorney services to Kennelly Business Law as presented to the Board. Upon call of the roll, the motion passed unanimously.

Approval of Advertising for Bids for Brunsdale Parking Lot Improvement Project

Dave Bietz presented to the Board on this matter. It was noted that the Park District is requesting permission to publicly bid the Brunsdale Parking Lot Improvement project pursuant to Procurement Policy No. 309. It was noted that the parking lot would be expanded and improved to help ease parking congestion at the park. It was noted that the start of construction would start in the spring of 2021 and be completed by the fall of 2021.

Commissioner Dawn Morgan moved and Commissioner Joe Deutsch seconded a motion to approve advertising for bids the Brunsdale Parking Lot improvement projected as presented to the Board. Upon call of the roll, the motion passed unanimously.

Approval of Advertising for Bids for Lindenwood Road Improvement Project

Dave Bietz presented to the Board on this matter. It was noted that the Park District is requesting permission to publicly bid the Lindenwood Road Improvement Project pursuant to Procurement Policy No. 309. It was noted that funds have been set aside over the course of the last two years for this project. It was noted that the project would increase the road elevation from 18 feet to 25 feet which will help the road avoid nuisance floods. It was also noted that the road path was selected to minimize the impact to trees in the park. It was noted that the Park District plans to plant two trees for every one tree that needs to be removed for the new road. It was noted that the plan is to construct the road in phases so as to minimize the disruption to the Park with a target completion date of the fall of 2021.

Commissioner Dawn Morgan moved and Commissioner Jerry Rostad seconded a motion to approve advertising for bids for Lindenwood Road Improvement Project as presented to the Board. Upon call of the roll, the motion passed unanimously.

Approval of Changes to Golf Season Passes for 2021

Carolyn Boutain presented to the Board on this matter. It was noted that staff wants to see three changes to the 2021 season passes: (1) create two new options for the Osgood three-hole loop; (2) change the junior season passes to unrestricted at El Zagal, Prairiewood, Osgood, and the Par 3 season pass, and Maintain the Junior Restricted Season Pass to include the 5-Fore-1, Edgewood, and Rose Creek Season Passes. With these changes, staff is proposing a changing in the pricing of junior, junior restricted, and intermediate season passes to be accomplished over a 3-5 year span as follows: (1) change the intermediate (unrestricted) season pass to the same discount as the senior pass, creating a change to a 30% discount compared to a 40% discount; and (2) change the junior restricted and junior season pass to a 50% discount instead of a 65% discount.

Commissioner Joe Deutsch moved and Commissioner Jerry Rostad seconded a motion to accept the addition of the Osgood 3-hole A-B-C loop to the El Zagal Junior season pass and create a new adult pass at Osgood for the 3-hole A-B-C loop, additional change the pricing for the junior, junior restricted and intermediate season passes as presented to the Board. Upon call of the roll, the motion passed unanimously.

Approval of City of Fargo request to purchase Right of Way through Anderson (EPIC 16 acre parcel) property

Dave Leker presented to the Board on this matter. It was noted that the City of Fargo would like to purchase the right of way per the site plan simultaneously with the closing of the purchase agreement Epic Companies. It was noted that the City of Fargo would purchase the ROW for the same square foot price as Epic Company has proposed to purchase the 16 acres from the Park District. It was noted that this will require two agreements: (1) an Amendment to the Purchase Agreement with Epic Companies to revise the legal description and amend the purchase price; and (2) a purchase agreement with the City of Fargo for the purchase of the ROW from the Park District.

Commissioner Dawn Morgan moved and Commissioner Vicki Dawson seconded a motion to approve and authorize the Board President and clerk to sign: (1) an Amendment to the Purchase Agreement with Epic Companies to revise the legal description and amend the purchase price; and (2) a purchase agreement with the City of Fargo for the right of way on the Anderson Parcel 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