

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
OF THE FARGO PARK DISTRICT OF OCTOBER 13, 2020**

The regular monthly meeting of the Board of Commissioners of the Park District of the City of Fargo was held on Tuesday, October 13, 2020, at 5:30 p.m. at the Fargo Park District office at 701 Main Avenue, Fargo, North Dakota. Present at the meeting were Commissioners Stacey Griggs, Jerry Rostad, Vicki Dawson, Dawn Morgan and Joe Deutsch. Present in person were Dave Leker, Tyson Lund, Dave Bietz, Ana Rusness-Petersen and Carolyn Boutain. Appearing by phone were 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 September 8, 2020 meeting. Upon call of the roll, the motion passed unanimously.

Approval of September Bills

Commissioner Jerry Rostad moved and Commissioner Vicki Dawson seconded a motion to approve the bills for September 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 Fargo Park District executed the purchase agreement for the sale of the Anderson Softball complex land with Epic Companies and that the parties are meeting weekly to continue the discussion on working together at the site.

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 Foundation golf tournament was a success and that the Foundation is looking for ways to expand the tournament for future years. It was noted that Valley Senior Services will be switching their meals contract over to Concordia College on November 2, 2020 as previously approved by the Board.

No action was taken on this matter.

Approval of Proposed Procurement Policy No. 390

Tyson Lund presented to the Board on this matter. It was noted that the update of this policy is largely based on changes to the North Dakota Century Code and that staff relied on similar policies for other governmental entities to create the proposed policy. It was noted that the old policy was extremely vague and that the proposed policy clearly defines spending limits and the procedures for expenditures.

Commissioner Joe Deutsch moved and Commissioner Jerry Rostad seconded a motion to approve the Procurement Policy No. 390 as presented to the Board. Upon call of the roll, the motion passed unanimously.

Approval of Agreement with Tri-City United Soccer Club

Kevin Boe presented to the Board on this matter. It was noted that the Fargo Park District and Tri City had a contract in place since 2012 for use of Johnson Park, Centennial Park, Kennedy Elementary, Pepsi Soccer Complex, and Metro Rec Center. It was noted that Tri City and United Soccer merged into Tri City United Soccer Club and thus a new agreement is needed. It was noted that the Park District has similar agreements with other organizations including Fargo Youth Hockey and Fargo Youth Baseball.

Commissioner Jerry Rostad moved and Commissioner Joe Deutsch seconded a motion to approve the Facilities Use Agreement between the Fargo Park District and Tri City United Soccer Club as presented to the Board. Upon call of the roll, the motion passed unanimously.

Approval of Agreements for Broadway Square

Ana Rusness-Petersen presented to the Board on this matter. It was noted that the Park District is looking to enter into four contracts to develop a rich media archive of high-quality photographs and video clips of Broadway Square. It was noted that the Park District will use these images and videos to share the story, mission, and programming options with the community on social media, the website and print materials. It was noted that the Park District has four pending contracts: (1) John Borge Studios for photography; (2) Tellwell for directed videos; (3) LiveWire for technical support during events; and (4) Live Gauge for data collection. It was noted that the all the agreements are non-exclusive, can be terminated with proper notice, have a term of one year, and have already been budgeted as part of the Broadway Square project. It was noted that the end product will be the property of Fargo Park District.

Commissioner Vicki Dawson moved and Commissioner Joe Deutsch seconded a motion to approve the four media and technology contract service agreements between the Fargo Park District and John Borge Studios, Tellwell, LiveWire, and LiveGauge for Broadway Square as presented to the Board. Upon call of the roll, the motion passed unanimously.

Approval of Subgrant Agreement with the North Dakota Department of Emergency Services for Spring 2020 Flooding

Tyson Lund presented to the Board on this matter. It was noted that the Subgrant Agreement lays out the responsibilities of the Park District in order to receive grant funding for flooding expenditures. It was noted that the Park District currently has about \$50,000.00 in expenses that have been submitted and that there may be some additional minor expenditures to submit.

Commissioner Jerry Rostad moved and Commissioner Joe Deutsch seconded a motion to approve the Subgrant Agreement with the North Dakota Department of Emergency Services for Spring 2020 flooding 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 5:50 p.m.

Jeffrey B. Gunkelman