



THE REGULAR MONTHLY MEETING OF THE BOARD OF COMMISSIONERS OF THE PARK DISTRICT OF THE CITY OF FARGO WILL BE HELD ON **TUESDAY, MARCH 8, 2022, AT 5:30 P.M.** IN THE BOARD ROOM OF THE PARK DISTRICT OFFICES AT 701 MAIN AVENUE, FARGO, WITH PRESIDENT VICKI DAWSON, PRESIDING. **Please note:** This is an in person and MS Teams Live Event. Members of the public and media can view the live meeting at www.fargoparks.com/news/park-board-meeting-march-agenda-2022

Consent Agenda - approve the following:

- a. Minutes - February 8, 2022
- b. February Bills
- c. Order of Agenda
- d. Approve and award bid for Soil Inspections/Testing for Fargo Sports Complex.
- e. Approve and award bid for Osgood Golf Course Slope Stability Improvements.

Regular Agenda

1. Recognition of Audience/Public Comments
2. Director's Report
3. Red River Human Services Foundation Presentation; Tom Newberger and Phyllis Briss, presenters.
4. Board to discuss and consider approval of proposed changes to Hiring Policy-Benefitted Staff No. 410; Broc Lietz, presenter.
5. Board to discuss and consider approval of a Resolution Authorizing Assignment of Pledges to the Fargo Park District Foundation; Broc Lietz, presenter.
6. Board to discuss and consider approval of Strategic Development Framework for Fargo Park District Foundation; Brian Arett, presenter.
7. Board to consider for approval awarding sale of General Obligation bonds, Series 2022A for \$44,000,000 for Capital Projects; Broc Lietz, presenter.
8. Board to consider for approval awarding sale of bonds for Refunding Improvement Bonds, Series 2022B for \$4,255,000; Broc Lietz, presenter.

Individuals who wish to attend Park Board meetings but need special arrangements or would like to address the Board, please contact the Fargo Park District office at 499-6060 by noon on the Monday before the Board Meeting.

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
OF THE FARGO PARK DISTRICT OF FEBRUARY 8, 2022**

The regular monthly meeting of the Board of Commissioners of the Park District of the City of Fargo was held on Tuesday, February 8, 2022, at 5:30 p.m. at the Fargo Park District office at 701 Main Avenue, Fargo, North Dakota and via Microsoft Teams. Present at the meeting were Commissioners Jerry Rostad, Stacey Griggs, Vicki Dawson, and Joe Deutsch. Also present were: Dave Leker, Broc Lietz, Carolyn Boutain, Brian Arett, Dave Bietz, Kevin Boe, and attorney Brayden Harwood. Commissioner Dawn Morgan was absent.

Approval of Consent Agenda

Commissioner Joe Deutsch moved and Commissioner Stacey Griggs seconded a motion to approve the following actions on the consent agenda:

- (a) The minutes from the January 11, 2022 meeting;
- (b) The January 2022 bills;
- (c) Order of the Agenda;
- (d) Approve updated Broadway Square/Block 9 Management Agreement;
- (e) Approve Solicit of bids for Brunsdale Pickleball Expansion project;
- (f) Approve to solicit of bids for 2022 Playground Improvement projects

Upon call of the roll, the motion passed unanimously.

Giving Hearts Day Presentation

Irv Inniger presented to the Board on Giving Hearts Day and how it will impact the fundraising for the Fargo Sports Complex.

Director's Report

Each director presented to the Board on updates regarding their individual departments.

**Approval of Recommendation from Fargo Park District Foundation on Grant Match Program
Grant Applications**

Brian Arett presented to the Board on this matter. It was noted that the Foundation received three applications: Fargo Youth Baseball, Post 2 Baseball, and Garden and Healing. It was noted that Fargo Youth Baseball's application was for 6 additional hitting cages and requested \$7,797.71. Post 2 Baseball's application was for adding portable mounds along with artificial turf to create a first-rate environment for pitchers and catches to warm up and requested \$9,915.00. Garden of Healing and Health applied for reimbursement for Phase 1 expenses. The Foundation Board recommended not approving this request because the purpose is not to reimburse for expenses already incurred.

Commissioner Joe Deutsch moved and Commissioner Stacey Griggs seconded the motion to approve Fargo Park District Foundation Board recommendation to provide Matching Grant funds in the

amount of \$7,797.91 to Fargo Youth Baseball and to Post 2 Baseball in the amount of \$9,915.00. as presented to the Board. Upon call of the roll, the motion passed unanimously.

Approval of Amendment No. 2 to Development Agreement with Sanford

Dave Leker presented to the Board on this matter. It was noted that the amendment will add the total cost of the project, update to the building design, update of the plat, and add Sanford's contribution to pay for the architect's services for construction administration to the Development Agreement.

Commissioner Stacey Griggs moved and Commissioner Joe Deutsch seconded a motion to approve Amendment No. 2 to the Development Agreement with Sanford as presented to the Board. Upon call of the roll, the motion passed unanimously.

Approval of Resolution Providing for the Competitive Sale of \$44,000,000.00 General Obligation Bonds, Series 2022A

Broc T. Lietz presented to the Board on this matter. The Park District has determined that it is necessary and expedient to issue \$44,000,000.00 of General Obligation Bonds, Series 2022A, to finance the construction of various improvements.

Commissioner Jerry Rostad moved and Commissioner Stacey Griggs seconded a motion to approve the Competitive Sale of \$44,000,000.00 General Obligation Bonds, Series 2022A as presented to the Board. Upon call of the roll, the motion passed unanimously.

Approval of Resolution Providing for the Competitive Sale of \$4,255,000.00 Refunding Improvement Bonds, Series 2022B

Broc T. Lietz presented to the Board on this matter. The Park District has determined that it is necessary and expedient to issue \$4,255,000.00 of Refunding Improvement Bonds, Series 2022B, to refund previous bonds to obtain a better interest rate.

Commissioner Stacey Griggs moved and Commissioner Joe Deutsch seconded a motion to approve the Competitive Sale of \$4,255,000.00 Refunding Improvement Bonds, Series 2022B 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.

Dave Leker, Clerk



MEMORANDUM

DATE: March 2, 2022

TO: Fargo Park Board Commissioners

FROM: Dave Leker, Executive Director

RE: Consent Agenda Item No. (d): Approve and award bid for Soil Inspections/Testing for Fargo Sports Complex

In alignment with our Procurement Policy, Policy No. 390, we asked and were given permission to publicly bid for Special Inspections/Testing for the Fargo Sports Complex at the January 10, 2022 Park Board meeting. Since then, we publicly advertised and open bids for the project on February 10, 2022 at 10:00 am, at the Park District Office. We received three bids. Attached is the bid tab and the results listed below:

Braun Intertec: \$101,895.00
Northern Technologies, LLC: \$ 91,353
Terracon: \$89,056.00

Staff recommends awarding the project to Terracon in the amount of \$89,056.00.

It was recommended at the February 23, 2022, Facilities Committee Meeting to bring this to the full board on the Consent Agenda for consideration and approval.

Funds for this project are accounted for in the Fargo Sports Complex total project cost. Construction timeline is below.

- Start of Construction: Spring 2022
- Project Completion: Spring/Summer 2024

If you should have any questions, please feel free to contact me prior to the meeting.

Thank you.

Sample Motion: I move to approve and award bid to Terracon in the amount of \$89,056.00 for the Soil Inspections/Testing for the Fargo Sports Complex.

Dave Leker, Executive Director
PARK COMMISSIONERS – Vicki Dawson * Joe Deutsch * Stacey Griggs * Dawn Morgan * Jerry Rostad
CLERK – Dave Leker

**Fargo Park District
Special Inspections & Testing for Fargo Sports Complex**

Bid Opening: 10:00 am, Thursday, February 10, 2022

TYPE	Acknowledge Addendum No 1		Bidder		Bidder		Bidder	
	QUANTITY	UNITS	NTI		Braun Intertec		Terracon	
			UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
DEEP FOUNDATIONS								
Observation of Rammed Aggregate Piers (includes technician's time portal to portal)	165	Hourly	85	\$ 14,025.00	95	\$ 15,675.00	100	\$ 16,500.00
Trip Charge (vehicle expense)	15	Trip	25	\$ 375.00	15	\$ 225.00	25	\$ 375.00
Soil Inspection and Testing (Building)								
Confirm Soil Bearing Pressure at Footing Bottom.	60	Hourly	94	\$ 5,640.00	95	\$ 5,700.00	125	\$ 7,500.00
Compaction Testing- includes soil technician portal to portal and nuclear density gauge.	70	Hourly	85	\$ 5,950.00	85	\$ 5,950.00	92	\$ 6,440.00
Trip Charge (vehicle expense)	35	Trip	25	\$ 875.00	15	\$ 525.00	25	\$ 875.00
Proctor Testing	6	Tests	165	\$ 990.00	160	\$ 960.00	175	\$ 1,050.00
Sieve Analysis	6	Tests	125	\$ 750.00	140	\$ 840.00	138	\$ 828.00
Soil Inspection and Testing (Site)								
Compaction Testing- includes soil technician portal to portal and nuclear density gauge.	45	Hourly	85	\$ 3,825.00	85	\$ 3,825.00	92	\$ 4,140.00
Trip Charge (vehicle expense)	30	Trips	25	\$ 750.00	15	\$ 450.00	25	\$ 750.00
Soil Proof Roll Inspection (assume 4 site visits)	16	Hourly	94	\$ 1,504.00	95	\$ 1,520.00	92	\$ 1,472.00
Proctor Testing	6	Tests	165	\$ 990.00	160	\$ 960.00	175	\$ 1,050.00
Sieve Analysis	2	Tests	125	\$ 250.00	140	\$ 280.00	138	\$ 276.00
Concrete Inspection and Testing (Building)								
Periodic Concrete Inspection and Testing - Inspect rebar immediately prior to concrete placement, Perform-Slump, Concrete Temperature, Plastic Air Content, Unit Weight, Cast Cylinders. (Includes Testing Technicians time portal to portal)	75	Tests	150	\$ 11,250.00	215	\$ 16,125.00	150	\$ 11,250.00
Lab Tests – Compressive Cylinders (4 cylinders per set)	360	Cylinders	26	\$ 9,360.00	25	\$ 11,000.00	20	\$ 7,200.00
Cylinder pickup and deliver to Lab	30	Hourly	0	\$ -	85	\$ 3,400.00	85	\$ 2,550.00
Trip Charge (vehicle expense)	75	Trips	25	\$ 1,875.00	15	\$ 1,425.00	25	\$ 1,875.00
Concrete Testing (Site work)								
Concrete Testing- Perform-Slump, Concrete Temperature, Plastic Air Content, Unit Weight, Cast Cylinders. (Includes Testing Technicians time portal to portal)	20	Per Test	150	\$ 22,485.00	170	\$ 3,400.00	125	\$ 2,550.00
Lab Tests – Compressive Cylinders (4 cylinders per set)	80	Cylinders	26	\$ 2,080.00	25	\$ 11,000.00	20	\$ 1,600.00
Cylinder pickup and deliver to Lab	10	Hourly	0	\$ -	85	\$ 3,400.00	85	\$ 850.00
Trip Charge (vehicle expense)	20	Trips	25	\$ 500.00	15	\$ 1,425.00	25	\$ 500.00
Structural Steel, Deck, Precast Inspections								
ICC Structural Steel observations (includes technician's time portal to portal)	105	Hours	89	\$ 9,345.00	110	\$ 11,550.00	115	\$ 11,250.00
Trip Charge (vehicle expense)	35	Trips	25	\$ 875.00	15	\$ 525.00	25	\$ 875.00
Building Envelope Testing								
As noted above in Section 5.c								
Water Infiltration Testing	4	Test	750	\$ 3,000.00	1250	\$ 5,000.00	275	\$ 1,100.00
Mobilization (for water infiltration testing)- Travel, Lodging, Per diem (assume 2 tests per mobilization)	2	Trip	1800	\$ 3,600.00	2250	\$ 4,500.00	75	\$ 150.00
Building Envelop Onsite Observation per Section 5.c iii.	10	Hourly	230	\$ 2,300.00	138	\$ 1,380.00	145	\$ 1,450.00
Mobilization (for building envelope observation) - Travel, Lodging, Per diem.	2	Trips	2250	\$ 4,500.00	1250	\$ 2,500.00	25	\$ 50.00
Asphalt Testing								
Collect Asphalt Sample (includes technician's time portal to portal)	10	Hour	78	\$ 780.00	85	\$ 850.00	92	\$ 920.00
Rice Specific Gravity	6	Test	75	\$ 450.00	80	\$ 480.00	100	\$ 600.00
Asphalt Content, Extraction Aggregate Gradation	6	Test	229	\$ 1,374.00	270	\$ 1,620.00	240	\$ 1,440.00
Gyratory Gravity	6	Test	165	\$ 990.00	190	\$ 1,140.00	240	\$ 1,440.00
Trip Charge (Vehicle Expense)	6	Test	25	\$ 150.00	15	\$ 90.00	254	\$ 150.00
Project Management and Reporting - To be included in unit pricing.								
Subtotal				\$ 91,353.00	Subtotal	\$ 101,895.00	Subtotal	\$ 89,056.00



MEMORANDUM

DATE: March 2, 2022

TO: Fargo Park Board Commissioners

FROM: Dave Bietz, Parks Director

RE: Consent Agenda Item No. (e) - Approve bid for Osgood Golf Course Slope Stability Improvements Project

Bids for the Osgood Slope Stability Project were received and opened on Wednesday, February 16th, 2022, at 2:00PM, at the Park District Office. Attached to this memo is the bid tab and a letter of recommendation from our engineers. We received four bids from Industrial Builders, Rachel Contracting, LLC, Hough, Inc of Detroit Lakes, and KPH, Inc. The results are listed below.

Industrial Builders:	\$269,600.00
Rachel Contracting:	\$324,300.00
Hough, Inc of Detroit Lakes:	\$394,253.00
KPH, Inc:	\$442,000.00

Staff recommends we award the bid from Industrial Builders and issue a contract for the project for the total amount of \$269,600.00. Funds for this project are budgeted in 2022 capital budget.

It was recommended at the February 23, 2022, Facilities Committee Meeting to bring this to the full board on the Consent Agenda for consideration and approval.

If you should have any questions, please feel free to contact me prior to the meeting.

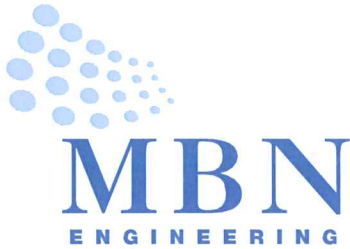
Thank you.

Sample Motion: I make a motion to award the bid to Industrial Builders in the amount of \$269,600.00 as presented.



The Park District of the City of Fargo
Osgood Golf Course Slope Stability Improvements Bid Schedule
Bid Date: February 16, 2022 @ 2:00 pm

Company	Contractor's License	Bid Bond	Addendum No. 1	Total Bid
Industrial Builders	Class A	X	X	\$269,600.00
Rachel Contracting, LLC	Class A	X	X	\$324,300.00
Hough, Inc of Detroit Lakes	Class A	X	X	\$394,253.00
KPH, Inc.	Class A	X	X	\$442,000.00



February 16, 2022

Dave Bietz
Director of Operations
Fargo Park District
701 Main Avenue
Fargo, ND 58102

Subject: Fargo Park District
Osgood Golf Course Slope Stability Improvements
Fargo, North Dakota
MBN Project No. 21-279

On February 16, 2022, the Fargo Park District received and publicly opened four (4) bids for the Osgood Golf Course Slope Stability Improvements project. It is our recommendation that the Fargo Park District award the contract to Industrial Builders, Inc. for the total amount of \$269,600.

Enclosed is one (1) copy of the bid tabulation for your use. If you have any questions, please contact me at 701-478-6336.

Sincerely,

A handwritten signature in dark ink, appearing to read "Tony Eukel", with a long, sweeping horizontal line extending to the right.

Tony Eukel, P.E.
Civil Engineer

enclosure



MEMORANDUM

DATE: March 2, 2022

TO: Fargo Park Board Commissioners

FROM: Dave Leker, Executive Director

RE: Agenda Item No. 3 – Red River Human Services Foundation Presentation

At the Park Board Meeting on March 8, 2022, Tom Newberger, CEO and Phyllis Briss with Red River Human Services Foundation will share an overview of the Red River Human Services Foundation and what they do and their partnership with the Fargo Park District.

If you should have any questions, please feel free to contact me prior to the meeting.

Thank you.



MEMORANDUM

DATE: March 1, 2022

TO: Fargo Park Board Commissioners

FROM: Broc T. Lietz, Finance Director

RE: Agenda Item No. 4- Board to discuss and consider approval of proposed changes to Hiring Policy-Benefitted Staff No. 410

At the February 23, 2022, Facilities Committee, the administration presented recommended changes to Hiring Policy – Benefitted Staff No. 410.

The Human Resources department along with the support of the Directors, are suggesting adding a section to the policy titled “Changing Positions – Staff”, which will provide flexibility for Directors and Department Heads to promoted internally within a department. This is an effort to provide internal promotion and retention opportunities within departments. Any such action would need approval from the department Director, Human Resources Department, and the Executive Director.

Changes in position will be made based on current qualifications for the job, and past job performance records, provided the employee is fully qualified and was originally hired through a competitive search.

If you should have any questions, please feel free to contact me prior to the meeting.

Thank you.

Sample Motion: I move to approve the recommended changes to Policy 410: Hiring Policy-Benefitted Staff as presented.

FARGO PARK DISTRICT
HIRING POLICY – BENEFITTED STAFF
POLICY NO. 410

Date Approved by Park Board 09/10/19

Date Reviewed by HR 08/01/19

Objective

Staffing management involves finding qualified employees, attracting them, employing them strategically in the organization and retaining them long term. The Fargo Park District believes that hiring qualified individuals to fill positions contributes to the overall strategic success of the park district. Each employee, while employed, is hired to make significant contributions to the park district. In hiring the most qualified candidates for positions, the following hiring process should be followed.

Hiring Process and Procedures

The hiring process for non-seasonal positions encompasses multiple steps including the use of application forms, resume screening, interviews, reference and background checks, employment offers, and, in some cases, employment contracts. Once hired we provide the employee with new hire orientation and departmental training.

Personnel requisitions

Personnel requisitions must be completed to fill open positions. Requisitions must be initiated by the department supervisor/manager, approved by the department director and then forwarded to the human resource (HR) department.

Personnel requisitions should include the following:

- Position title.
- Position's hours/shifts.
- Exempt or nonexempt status of the position.
- Reason for the position being opened.
- Essential job functions and qualifications (or a current job description may be attached).
- Any special recruitment advertising requests

Job postings

All Regular exempt and nonexempt job openings are posted on the Fargo Park District website and a Park Bench article to notify staff of the posting. Jobs will remain posted a minimum of 5 working days or until the closing date on the posting, whichever is longer.

All benefitted positions will be posted externally. All applicants for a posted vacancy will be considered based on their qualifications and ability to perform the job successfully. Internal candidates who are not selected will be notified by the position supervisor or the HR department.

External applicants are eligible for ND Veterans Preference. The applicant must provide proof of their veteran status and be a ND resident under ND Century Code 37-19-1 to receive this preference. Required qualifications for the job must be met in order to receive such preference.

Open positions that have been posted in the last 6 months and need to be backfilled due to the position coming open again may go back to the original job file and consider top applicants from the original posting. If no qualified applicants remain, the position should be reposted and follow the normal job posting guidelines above.

Changing Positions – Staff

When a vacancy occurs within a department, the department manager should notify Human Resources. The department manager has the option of opening the position for the external recruitment of applicants or changing positions of employees according to the Equal Opportunity/Affirmative Action Policy on the Announcement of Position Openings.

Department managers who wish to promote one of their employees into the vacancy must request and receive permission from their Director, Human Resources Manager, and the Executive Director before initiating such action.

Changes in position will be made on the basis of current qualifications for the job, and past job performance records.

Although department heads are encouraged to announce throughout the Fargo Park District any position that offers an important opportunity to employees in other departments, the formal position announcement procedures shall be optional when there is a transfer or promotion of a staff employee within a department or office, provided that the employee is fully qualified for the new position and was originally hired through a competitive search.

Internal transfers

Employees interested in another position within the Fargo Park District must complete an online application on the Fargo Parks website. The application must be completed and submitted to HR by the job posting close date.

All applicants for a posted vacancy will be considered on the basis of their qualifications and ability to perform the job successfully. Internal candidates who are not selected will be notified by HR or the hiring supervisor/manager.

Recruitment advertising

Positions are advertised externally based on need and budget requirements. HR is responsible for coordinating the placement of all recruitment advertising.

Interview process

The HR department and the hiring supervisor/manager will screen applications and resumes prior to scheduling interviews. Initial interviews, if needed, are generally conducted by the hiring supervisor/manager with HR present as requested/required. Should a second interview be needed, the HR Department and department Manager or Director would be in the interview.

Team interviews may be conducted as needed for some positions. If a team interview is conducted, a structured interview process is recommended. Interview questions are to be compiled by the interviewing team and reviewed by HR prior to the interview. After the team completes the interview process, the results of the interview should be forwarded to HR who will meet with the hiring manager/supervisor to review. The hiring manager/supervisor has the authority to make the hiring decision upon review with the department director and Executive Director as needed.

All interview notes, questions, and rating sheets must be forwarded to HR for retention.

HR will notify applicants who are not selected for positions at the Fargo Park District via letter or email. External candidates will receive notification within a week of the position being filled by another candidate.

Reference checks, criminal background checks, and drug and alcohol testing

After a decision has been made to hire a particular candidate, an offer will be made to that individual contingent on satisfactory completion of reference checks and criminal background checks.

The HR department will check references of the candidates and contact final candidates to complete a background check through our third party vendor and complete pre-employment drug and alcohol screening (if required for the position).

Job offers

If HR receives satisfactory results from the reference checks, criminal background check, and the drug and alcohol screen (as required by position), it will notify the candidate to confirm the job offer.

Initial start date and orientation

On or before an employee's start date, the employee will complete required paperwork and a benefits orientation with HR. The employee's manager or supervisor is responsible for providing a department orientation for the new employee. The employee's supervisor will complete the New-Hire Checklist with new employees and review department policies and procedures.

The preferred start date(s) of a new benefited employee is the Monday of a new payroll. The supervisor should contact HR if they need to start a benefited employee on a day other than the Monday of a new payroll, prior to confirming the start date with the new employee. Benefits start the first of the month following hire date.



MEMORANDUM

DATE: March 1, 2022

TO: Fargo Park Board Commissioners

FROM: Broc T. Lietz, Finance Director

RE: Agenda Item No. 5 - Board to discuss and consider approval of a Resolution Authorizing Assignment of Pledges to the Fargo Park District Foundation

As discussed at the February 23, 2022, Facilities Committee meeting, the Fargo Park Board would consider approval of a Resolution of Pledges to the Fargo Park District Foundation for the purposes of paying the pledge loan for the Fargo Parks Sports Complex.

The Fargo Parks Sports Complex has multiple sources of funds, including General Obligation Bonds, Fargo Park District reserve funds, and pledges from private donors. The private pledge agreements include payment over time, ranging from 5-10 years. All agreements are between the donor and the Fargo Park District. For logistical ease of transaction, the Fargo Park District Foundation is the obligor on the pledge loan from our lending partner. As such, the lender is requiring an Assignment of Pledges from the District to the Foundation as pledged collateral for the loan.

Bond counsel is working with our lending partner to finalize both the loan commitment letter and resolution authorizing assignment of pledges. The resolution will be presented at the board meeting.

If you have questions regarding the assignment of pledges, please feel free to contact me prior to the board meeting.

Sample Motion: I move to approve the Resolution Authorizing the Assignment of Pledges to the Fargo Park District Foundation as presented.



MEMORANDUM

DATE: March 2, 2022

TO: Fargo Park Board Commissioners

FROM: Brian Arett, Fargo Park District Foundation Director

RE: Agenda Item No. 6 - Board to discuss and consider approval of Strategic Development Framework for Fargo Park District Foundation

As discussed at the February 25th Fargo Park Board Work Session, the Fargo Park District Foundation Board is asking the Park Board to consider for approval the Strategic Development Framework adopted at the February 18th Foundation Board meeting. The Framework is designed to establish short and long term goals for the Strategic Focus and funding strategies of the Foundation.

The Foundation Board is also requesting that the Park Board appoint one Board member to a task force to assist with review of Foundation by-laws and establishment of a long-term governance model that will enhance collaboration between the Fargo Park District and the Fargo Park District Foundation.

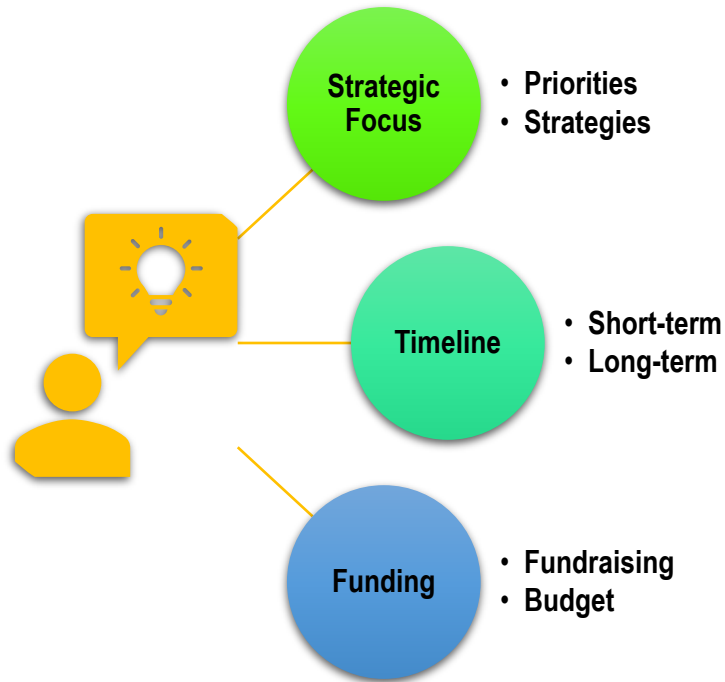
Attached is the Strategic Development Framework adopted at the February 18th Foundation Board meeting for the Fargo Park District Foundation.

Please feel free to contact me prior to the board meeting if you have questions regarding this item.

Thank you.

Sample Motion: I move to approve adopting the Strategic Development Framework for the Fargo Park District Foundation as presented and to appoint one member from the Fargo Park Board to a task force to establish a governance model between the Fargo Park Board and the Fargo Park District Foundation Board.

Strategic Long Term Development Framework – Vision 2030



Strategic Focus

- Develop a strategic framework.
- Confirm and further develop the framework to include specific initiatives, goals, and strategies.
- Finalize strategic initiatives with measuring metrics to monitor the success of the initiatives.
- Align strategic initiatives to a budget that will secure the resources necessary to accomplish the strategic plan's goals.

Timeline

- Short-term 1 - year tasks and results monitoring.
- Long-term 3 - 5-year forecast.

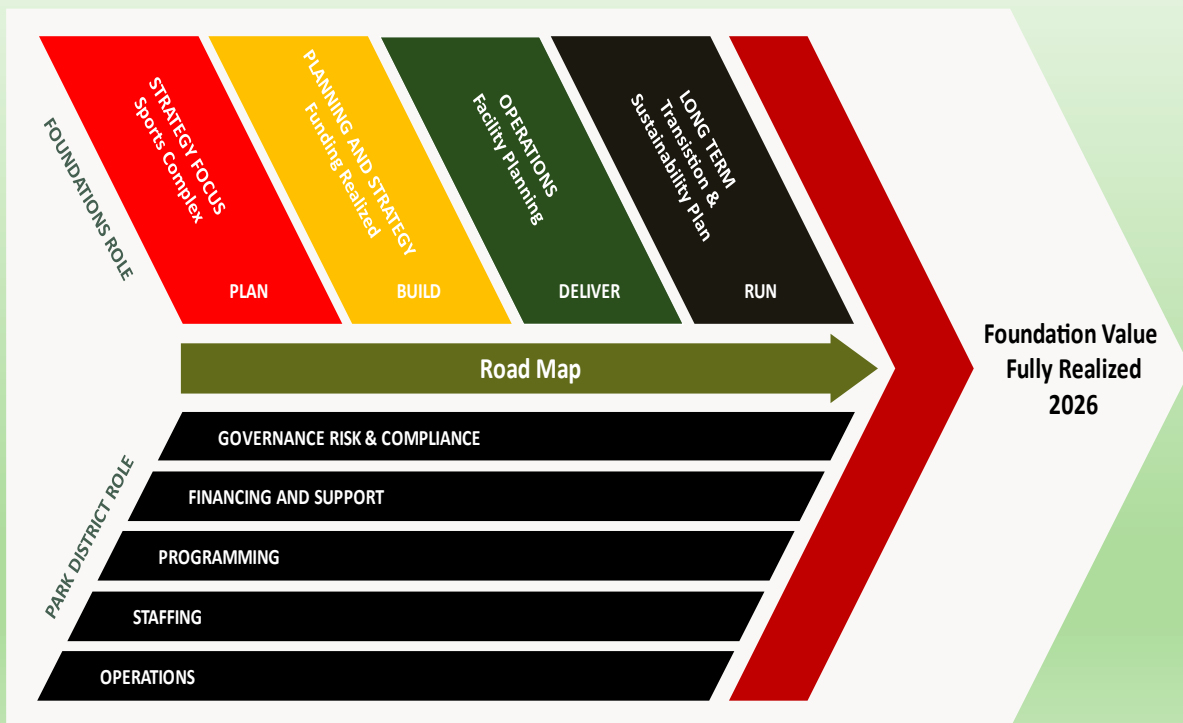
Funding

- Develop a funding model - Short Term (See Attached Document)
- Develop a long-term funding model to include a multifaceted approach to fundraising.

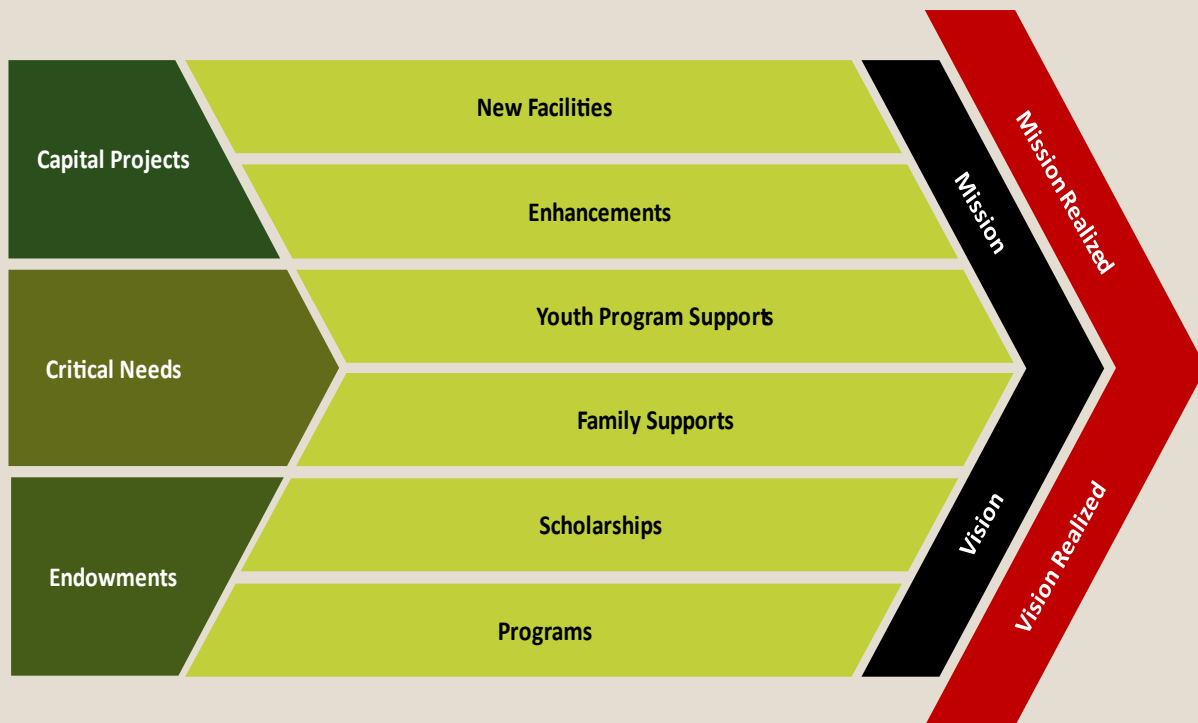
Proposed next steps:

1. Secure support from the Fargo Park Board Commissioners.
2. Continue to secure funding for the Sports Complex – secure approval for complex organizational structure and begin the transition to that structure once the Sports Complex build begins.
3. The transition from Capital Campaign for the Fargo Sports Complex to a Long-Term Vision and relationship between the Park District and Foundation.
4. If approved, create the Governance Model and policies to guide the transition and establishment of the Park District Foundation's future.

Fargo Park District Foundation Long Range Planning



Fargo Park District Foundation Future Focus



Timeline

2023 – Park District commits 100% support to initiate Foundation Sustainability Model: Sports Complex realization and build, sports complex operations finalized, and Foundation Strategic Plan is executed with hiring a Full-Time Executive Director and Full-Time Administrative support position.

2025 – Park District 50% Support for Foundation Operations – Framework and Funding Realized at 50%

2030 – Park District 20% Support for Foundation Operations – Potentially fully funded and self-supporting capability. **VISION 2030 REALIZED!**



MEMORANDUM

DATE: March 1, 2022

TO: Fargo Park Board Commissioners

FROM: Broc T. Lietz, Finance Director

RE: Agenda Item No. 7 -Board to consider for approval awarding sale of General Obligation bonds, Series 2022A for \$44,000,000 for Capital Projects

On March 8, 2022, Public Finance Management will be receiving bids for the General Obligation Bonds, Series 2022A. This was brought to February 8, 2022, board meeting, at which time the commissioners approved the RESOLUTION PROVIDING FOR THE COMPETITIVE SALE OF \$44,000,000 GENERAL OBLIGATION BONDS, SERIES 2022A.

We will not know our rates until the time of the board meeting, so there will be a full presentation and completed resolution regarding the results of the bond bid at the meeting. Should the bonds not be favorable the board will be able to reject bids and look at a secondary option. Currently, we are not anticipating any issues for an unfavorable rate, but want to assure you that the board has the final decision at the time of the board meeting.

Should you have any questions regarding the pending bond bid and sale, please feel free to contact me prior to the board meeting.

Thank you.

Sample Motion: I move to approve the sale of General Obligation Bonds, Series 2022A, as presented.



MEMORANDUM

DATE: March 1, 2022

TO: Fargo Park Board Commissioners

FROM: Broc T. Lietz, Finance Director

RE: Agenda Item No. 8 - Board to consider for approval awarding sale of bonds for Refunding Improvement Bonds, Series 2022B for \$4,255,000

On March 8, 2022, Public Finance Management will be receiving bids for the Refunding Improvement Bonds, Series 2022B. This was brought to February 8, 2022, board meeting, at which time the commissioners approved the RESOLUTION PROVIDING FOR THE COMPETITIVE SALE OF \$4,255,000 REFUNDING IMPROVEMENT BONDS, SERIES 2022B.

We will not know our rates until the time of the board meeting, so there will be a full presentation and completed resolution regarding the results of the bond bid at the meeting. Should the bonds not be favorable the board will be able to reject bids and look at a secondary option. Currently, we are not anticipating any issues for an unfavorable rate, but want to assure you that the board has the final decision at the time of the board meeting.

Should you have any questions regarding the pending bond bid and sale, please feel free to contact me prior to the board meeting.

Thank you.

Sample Motion: I move to approve the sale of Refunding Improvement Bonds, Series 2022B, as presented.