

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
OF THE FARGO PARK DISTRICT OF APRIL 12, 2022**

The regular monthly meeting of the Board of Commissioners of the Park District of the City of Fargo was held on Tuesday, April 12, 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 Joe Deutsch, Stacey Griggs, Dawn Morgan, Vicki Dawson. Commissioner Jerry Rostad appeared by Microsoft teams. Also present were: Dave Leker, Broc Lietz, Carolyn Boutain, Brian Arett, Dave Bietz, Kevin Boe, and attorney Jeff Gunkelman.

Approval of Consent Agenda

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

- (a) The minutes from the March 8, 2022 meeting;
- (b) The March 2022 bills;
- (c) Order of the Agenda;
- (d) Approve the request for permission to publicly bid the 2022 concrete and asphalt projects.
- (e) Adopt the North Dakota Department of Transportation Procurement manual for Valley Senior Services Transit Program.

Upon call of the roll, the motion passed unanimously.

Director's Report

Each Director presented on this matter and provided an informational update to the Board on their respective department. No action was taken on this matter.

Growing Together Community Gardens Presentation

Jack Woods presented to the Board. It was noted that 2022 will be the 16th year that the Growing Together Community Gardens has been active in Fargo and that the group is up to 8 gardens in the city.

No action was taken on this matter.

**Approval of Recommendation for Independent Commissioning
for the Fargo Parks Sports Complex**

Dave Leker and Tyler Kirchner presented to the Board on this matter. It was noted that the purpose of the Independent Commissioning is to have a resource that can assist in getting the Park District comfortable in using all of the systems within the Sports Complex, from HVAC to raising and lowering basketball hoops. It was noted that the term of the contract would be for 2 to 5 years and would run through the warranty term of the construction so that the independent commissioner could help the Park District identify warranty issues with the building. It was noted that the Park District received three quality bids.

Commissioner Stacey Griggs moved and Commissioner Jerry Rostad seconded a motion to approve and award the bid to KFI Engineers in the amount of \$94,250.00 for Independent Commissioning

for the Fargo Parks Sports Complex as presented to the Board. Upon call of the roll, the motion passed unanimously.

Consider and Approve Priorities for the next Park Master Planning Services

Carolyn Boutain presented to the Board on this matter. It was noted that the Park District is currently doing master planning for Island Park. It was noted within the 2022 budget is funds to be allocated to master planning for the next park with the Park District. It was noted that staff identified three parks that are in need of master planning services: (1) Lindenwood Park; (2) Yunker Farm; and (3) Johnson Park. It was noted that once the Board gives staff direction as to which park should be next to have master planning the staff will prepare bid packages for master planning services.

Commissioner Griggs noted that Yunker Farm is currently an empty building with user groups interested in using the facility. Commissioner Rostad noted that Lindenwood Park updated the road last year and that Yunker Farm is a more urgent need. Commissioner Morgan noted that north Fargo needs attention and that she has talked with user groups interested in using Yunker Farm. Commissioner Dawson noted that Lindenwood and Johnson Parks are important parks for the Park District, but they currently work. Commissioner Deutsch noted that lighting issues at Johnson Park is an urgent need but Yunker Farm overall needs attention. All five commissioners noted that all the parks referenced are in need and master planning will move forward at each park.

Commissioner Jerry Rostad moved and Commissioner Stacey Griggs seconded a motion to have staff proceed with the soliciting of Request for Qualifications for the development of a master plan at Yunker Farm. Upon call of the roll, the motion passed unanimously.

Approval of Option to Collaborate with Fargo Public Schools relating to North High/Coliseum Parking Lot Project

Dave Bietz presented to the Board on this matter. It was noted that this matter was original discussed at the March 8, 2022 meeting with a request from the Board to look into the design of the proposed Coliseum parking lot. It was noted that staff worked together to re-design the proposed parking lot to include a south end landscape buffer, speed tables, pedestrian cross walks and walkways, and a pedestrian corridor. It was noted that the School District could issue bonds for the Coliseum parking lot and the Park District would remit an annual payment to the School District for the cost of the parking lot. It was noted that the estimated annual payment would be between \$103,500 and \$107,500.

Commissioner Jerry Rostad moved and Commissioner Stacey Griggs seconded a motion to approve the design of the Coliseum parking lot and commitment to partner with the Fargo Public Schools to pay for this improvement 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 6:50 p.m.

Dave Leker, Clerk