

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS  
OF THE FARGO PARK DISTRICT OF JUNE 14, 2022**

The regular monthly meeting of the Board of Commissioners of the Park District of the City of Fargo was held on Tuesday, June 14, 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, Dawn Morgan, Vicki Dawson and Joe Deutsch. Also present were: Dave Leker, Broc Lietz, Carolyn Boutain, Brian Arett, Kevin Boe, and attorney Jeff Gunkelman.

**Approval of Consent Agenda**

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

- (a) The minutes from the May 10, 2022 meeting;
- (b) The May 2022 bills;
- (c) Amended Order of the Agenda;
- (d) Mural project idea for at McCormick Park
- (e) Adjustment to compensation for Valley Senior Services Senior Meals program with Concordia College

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.

**Receipt of Report Regarding Island Park Master Plan**

Brett Gurholt of AGL Landscape Architects presented to the Board. It was noted that the community was very involved in the entire process of master planning for Island Park. The Master Plan recommendations includes: a public gathering space off Broadway, that the Island Park Pool be rebuilt in its current location, possible renovation/rehabilitation of the historic pool grandstand, three picnic shelters, natural play area, six tennis courts and pickleball courts on the Dill Hill site, a fountain and sculpture garden. It was noted that the projects would be spread out over three phases which the total project could take up to 20 years with an estimated total cost of approximately \$14.6 million.

No action was taken on this matter.

**Approval of Location of Outdoor Pool Replacement at Island Park**

Kevin Boe presented to the Board on this matter. It was noted that consistent with the Master Planning Report discussed in the previous agenda item, staff and the consultants were recommending that the outdoor pool at Island Park be reconstructed in its current footprint.

Commissioner Jerry Rostad moved and Commissioner Stacey Griggs seconded a motion to approve the recommendation from the consultants and to reconstruct the pool in its current location as presented in the Island Park Master Plan report. Upon call of the roll, the motion passed unanimously.

**Discussion of Future Ice needs with Local User Groups  
Related to the Fargo Parks Sports Complex**

Commissioner Griggs and Commissioner Dawson presented to the Board on this matter. Commissioner Griggs noted that the Fargo Sports Complex feels incomplete without the originally proposed sheets of ice. Commissioner Griggs noted that the Greenplay study completed for the Park District noted that Fargo is need of additional sheets of ice. Commissioner Griggs noted that girls hockey has expanded over the last decade and younger hockey players are being pushed to practice outside of their recommended times. Commissioner Griggs noted that there are several user groups beyond just hockey that could use additional ice times. Commissioner Dawson noted that the hockey user groups are committed to put substantial resources toward the construction of the sheets of ice. Commissioners Deutsch, Morgan and Rostad were supportive of staff looking into the possible expenses and resources available to adding sheets of ice at the Sports Complex.

Commissioner Dawn Morgan moved to table the Memorandum of Understanding for one month to have the document go through Facilities. Prior to a second on the motion, Commissioner Morgan withdrew the motion.

Commissioner Stacey Griggs moved and Commissioner Dawn Morgan seconded a motion to direct staff to investigate the pre-design plan to add two sheets of ice at the Fargo Sports Complex and to determine the cost of adding the sheets of ice, and for the finance department to analyze potential funding mechanisms within the Park District to fund the construction, and to present such findings to at the facilities meeting on June 29, 2022. Upon call of the roll, the motion passed unanimously.

**Approval of Changes to Wildlife Management Program**

Craig Bjur presented to the Board on this matter. It was noted that the proposed changes include removing three parks from the program (Orchard Glen, Forest River, and Heritage Hills), requiring participants to use lighted nocks, increase tress stand heights to a minimum of 12 feet, and replacing current program signs with updated signate.

Commissioner Jerry Rostad moved and Commissioner Dawn Morgan seconded a motion to approve the changes to the City Wildlife Management Program as presented to the Board. Upon call of the roll, the motion passed unanimously.

**Approval of Memo of Understanding with FMCT regarding a Proposed Outdoor Performance  
Area, Indoor Pavilion and Multi-use Indoor Spaces**

Dave Leker presented to the Board on this matter. It was noted that FMCT would like to move forward with the demolition of the majority of the current structure on the property and planning for the future of the property. It was noted that this is the first phase in the process and that a formal lease agreement would be prepared and presented to the Board in the future.

Commissioner Dawn Morgan moved and Commissioner Stacey Griggs seconded a motion to approve Memo of Understanding with FMCT as presented to the Board. Upon call of the roll, the motion passed unanimously.

## **Approval of Memo of Understanding with Fargo Park District Foundation**

Brian Arett presented to the Board on this matter. It was noted that the Park District and the Foundation need to formalize their relationship in light of the Foundation looking to hire staff to do more strategic planning. The Memo of Understanding includes the Park District paying wages and benefits for the Foundation staff.

Commissioner Jerry Rostad moved and Commissioner Joe Deutsch seconded a motion to approve Memo of Understanding with Fargo Park District Foundation as amended by the Board at the meeting. Upon call of the roll, the motion passed unanimously.

## **Approval of 2023 Fees**

### *2023 Green Fees*

Broc Lietz presented to the Board on this matter. It was noted that staff recommended a 4% increase in green fees and cart fees and an 8% increase in season passes.

Commissioner Jerry Rostad moved and Commissioner Stacey Griggs seconded a motion to approve 2023 Green Fees as presented to the Board. Upon call of the roll, the motion passed unanimously.

### *2023 Courts Plus Fees*

Kelly Kisell presented to the Board on this matter. It was noted that staff recommended a 3.5% increase in memberships, which have not been adjusted since 2020. It was noted that staff recommended a \$5 increase in guest fees.

Commissioner Joe Deutsch moved and Commissioner Jerry Rostad seconded a motion to approve 2023 Courts Plus Fees as presented to the Board. Upon call of the roll, the motion passed unanimously.

### *2023 Programming and Facilities Fees*

Kevin Boe presented to the Board on this matter. It was noted that staff recommended between a 4% and 8% increase in fees with most fees increasing by 8%.

Commissioner Stacey Griggs moved and Commissioner Joe Deutsch seconded a motion to approve 2023 Programming and Facilities Fees as presented to the Board. Upon call of the roll, the motion passed unanimously.

## **Approval of Changes to Hiring Policy-Benefitted Staff No. 410**

Stacy Kruger presented to the Board on this matter. It was noted that the HR Department along with the directors are recommending the changes to provide flexibility for internal recruitment only upon the completion of a Job Analysis by the HR department and consultation with the department director and the Executive Director. It was noted that the proposed changes are part of an effort to promote growth and development opportunities for the current employees.

Commissioner Dawn Morgan moved and Commissioner Jerry Rostad seconded a motion to approve the changes to Policy No. 410 – Hiring Policy – as presented to the Board. Upon call of the roll, the motion passed unanimously.

### **Receipt of Phase 1 of the Strategic Plan**

Dave Leker presented to the Board on this matter. It was noted that Phase 1 of the Strategic Plan included a review of the Park District’s mission, vision and values, it included a strengths, weaknesses, opportunities, and threats analysis. It was noted that the next step is for staff to complete a new organizational chart to present to the Board, including the possibility of hiring two deputy directors.

No action was taken on this matter.

### **Board to Discuss the Executive Director’s Employment Agreement**

Commissioner Jerry Rostad presented to the Board on this matter. Commissioner Rostad noted that Dave Leker’s employment contract expires on December 31, 2022 and that if there are intended actions regarding the executive director position it would be prudent to begin the discussions. Commissioner Rostad noted that as part of the Strategic Plan that was just received it stated that there are immediate action items as it relates to the executive director position. Commissioner Rostad noted that if the executive director’s contract should not be extended at the end of the year, then the Board should consider beginning the process to identify a new executive director. Commissioner Morgan noted that the Strategic Plan includes the hiring of two deputy directors to report to the executive director and it would be premature to make any decisions until the two deputy directors are put in place. Commissioner Griggs noted that the job descriptions for the board of commissioners, the executive director, and the deputy directors need to be completed. Commissioner Griggs noted that there needs to be a plan put in place with measurable information to go by and that this needs to be a collaborative effort. Commissioner Dawson noted that that Strategic Plan states that there currently are areas with the executive director is failing to meet job requirements. Commissioner Deutsch noted that the Strategic Plan outlines the hiring of two deputy directors and once those are in place the executive director can fulfill the job requirements.

No action was taken on this matter.

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 9:30 p.m.

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Dave Leker, Clerk