# BUDGET/FACILITIES COMMITTEE MEETING NOTES

**Wednesday, July 24th, 2024; 8 AM**

#  Annual 2025 Preliminary Budget Review

Broc Lietz, presented. Reviewed the standard timeline and asking to put the 2025 preliminary budget on the August Board meeting agenda which needs to be submitted to Cass County by August 10, 2024. Highlights from the sent draft of the 2025 Preliminary Budget. The budget is balanced, Finance worked closely with all departments to get this accomplished.

* Mill levy valuation (tax revenue) for the Park District to increase by 2.05 mills.
* State aid revenue to increase by 6% from the 2024 budget.
* Full-time regular salaries expenses are budgeted with a 4.5% increase. There are 5 new positions in the budget. Change from the last meeting to add to the Sports Complex a maintenance and custodial position.
* Health insurance expense increased 20% - working with our new broker and trying to get more information.
* Utility expenses increase of 5% from 2024 budget.
* There is an internal transfer earmarked for $1.76M for capital projects fund.
* Luke reviewed past mill levees and what they were and how they impacted home values.
* Susan discussed some of the projects that were added back into the budget.
	+ Painting and resurfacing the Davies pool.
	+ Garbage truck
	+ Courts Plus exterior siding on the east wall
	+ Edgewood driving range net replacement
	+ Lighting at Mickelson
	+ Additional signage – replace old signs with the old logo

**Bring to full Board: August 6th, 2024**

**Review bids for tree removal and stump grinding**

Tony Schmitt, presented. Opened bids on July 15th, received two bids for the project. One was Carr Tree Service; the other was Cougar Tree Care. Proposing to accept the bid from Carr, they met all specifications. This is for 80 ash trees throughout the park district that Sam has identified and stated they need to be removed. Commissioner Absey asked if trees will be planted in their place, Tony stated yes, we always have reforestation efforts going on.

**Bring to full Board: August 6th, 2024**

**Adjusted 2025 Aquatic Fees at Island Park Pool**

Kevin Boe and Dave Klundt, presented. Staff reevaluated the fees at Island Park Pool and are proposing an adjustment to the daily admission fees and the season passes to be more comparable with facilities with similar amenities. Commissioner Dawson asked if the scholarship program would work with this, are we going to offer five for one or how will this work? Kevin confirmed that a meeting has been set up to discuss this. Commissioner Absey asked what the scholarship program is. Dave Klundt stated that it is a program that we have identified a number of youth programs for kids under the age of 18. Applicant must be a Fargo resident. If they qualify for the school district’s free and reduced hot lunch program or if they are on SNAP, they qualify for the scholarships. They qualify for either a free or reduced season pass.

**Bring to full Board: August 6th, 2024**

**Review bill of sale for utility cart to the City of Fargo.**

Susan Faus, presented. Asking the board to approve selling a utility cart that we were going to eliminate from our fleet to the Harms Reduction group. This would help make contact with the people in encampments, but also to collect and transport bags of garbage from these areas.

**Bring to full Board: August 6th, 2024**

**Review request for proposals for Park System Master Plan Consulting Services for the Fargo Park District of the City of Fargo.**

Tyler Kirchner, presented. Received four proposals for the RFP master plan consulting services. They were from Confluence, HKGi, SRF, and RDG Planning & Design. Staff reviewed the proposals. It was narrowed down to two who were invited to come in for an interview. After the interviews it was recommended to enter into an agreement with Confluence to provide these services. Tyler stated they have a unique approach. They were more data driven to community engagement and advanced analytics. They also highlighted a lot of use in the winter and cold climate months. They proposed to use the IAP2 spectrum which Susan has a lot of experience using and they have a local presence.

**Bring to full Board: August 6th, 2024**

**Review Final Draft of Fargo Park District Strategic Plan.**

Susan Faus, presented. Susan stated that she would like to bring the final draft of the Strategic Plan to the full board for approval.

**Bring to full Board: August 6th, 2024**

 Other: none

Minutes submitted by Carmen Johnson, Executive Assistant