

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE  
FARGO PARK DISTRICT OF JUNE 14<sup>th</sup>, 2011.**

The regular monthly meeting of the Board of Commissioners of the Park District of the City of Fargo was held on Tuesday, June 14<sup>th</sup>, 2011, at 5:30 p.m. at the Fargo Park District office at 701 Main Avenue, Fargo, North Dakota. Present at the meeting were Commissioners, Joel Vettel, Joe Deutsch, and Mary Johnson. Also present was Roger Gress, Jim Larson, and Attorney Greg Selbo. Barb Johnson and Ron Sorvaag were absent.

**Approval of Minutes**

Commissioner Barb Johnson moved and Commissioner Joe Deutsch seconded for approval of the minutes of the May 10, 2011 meeting. Upon call of the roll, the motion passed unanimously.

**Approval of May Bills**

Commissioner Joel Vettel moved and Commissioner Ron Sorvaag seconded a motion to approve the bills for May, 2011, as presented. Upon call of the roll, the motion passed unanimously.

**Approve Order of Agenda**

Commissioner Joe Deutsch moved and Commissioner Barb Johnson seconded a motion to approve the order of agenda. Upon call of the roll, the motion passed unanimously.

**Presentation of Proposed Levy Extension to Residential Home Near Lemke Park**

Roger Gress presented to the Board regarding this matter. Mr. Gress noted that Facilities Committee reviewed the matter and had initially approved its recommendation. Mike Lloyd, a landscape architect employed by Mr. Jim Engstad, also presented to the board. A detailed presentation was made regarding the current location of the levy and the location that it would be in once extended. It was also noted that Mr. Engstad would agree to move the gazebo to another location and would plant some additional trees in order to enhance the aesthetics of the area.

Commissioner Joel Vettel moved and Commissioner Joe Deutsch seconded the motion to approve the proposed levy extension to residential home located near Lemke Park as presented. Upon call of the roll, the motion passed unanimously.

**Board to Consider Approval of Valley Senior Services  
Drug and Alcohol Abuse Policy for Transit Employees**

Paul Grindelund presented to the Board regarding this matter. He noted that this was a required change to the policy in order to be in compliance with the programs within which the transportation program operates.

Commissioner Joel Vettel moved and Commissioner Joe Deutsch seconded the motion to approve the proposed required change to the Valley Senior Services Drug and Alcohol Abuse Policy for Transit Employees as presented. Upon call of the roll, the motion passed unanimously.

### **Board to Consider Approval of Mortgage Protection Agreement for Urban Plains Center**

Jim Larson and Greg Selbo presented the proposed agreement to the Board. Attorney Selbo explained to the Board that essentially this agreement allows Bremer and associate financial institutions to cure any default in the mortgage that may occur in order to protect their interests.

Commissioner Ron Sorvaag moved and Commissioner Barb Johnson seconded the agreement as presented. Upon call of the roll, the motion passed unanimously.

### **Board to Consider Approval of Proposed Funding Levels for Replacement of the Two Lift Bridges at Lindenwood and Oak Grove Parks**

Dave Leker presented to the Board regarding this matter. It was noted that Metro COG is looking for the City of Fargo Parks to pay \$75,000 per bridge for a total of \$150,000 in relation to this matter. It was noted that the Facilities Committee had reviewed this matter and recommended bringing it to the Board for their consideration and approval. Metro COG's letter requesting the funding was also attached and presented.

Commissioner Barb Johnson moved and Commissioner Joe Deutsch seconded the motion to approve the funding request of \$75,000 per bridge as presented. Upon call of the roll, the motion passed unanimously.

### **Board to Consider Approval of Proposed 2012 Recreational and Cultural Activity Fees**

Clay Whittlesey presented to the Board regarding the proposed 2012 increase in recreation fees. It was noted that generally a 3% increase was recommended for the programs across the board. A detailed review of the scheduled activities and the price increases were presented and reviewed to the full Board.

Commissioner Joe Deutsch moved and Commissioner Joel Vettel seconded the motion to approve the fee increases for the 2012 recreation programs as presented. Upon call of the roll, the motion passed unanimously.

### **Board to Review Options for Operations at Courts Plus Southwest Express**

Kevin Boe presented to the Board regarding this matter. It was noted that the Courts Plus Committee had met and recommended closing the Southwest Express location. Discussion continued regarding the benefits of such a move. These benefits included that the relocated equipment could be used at the primary Courts Plus location. Second, it was noted that another use could be put to the space that may generate some revenue for the Park District.

Commissioner Joe Deutsch moved and Commissioner Joel Vettel seconded the motion to approve closing the Courts Plus Southwest Express location effective June 1, 2011. Upon call of the roll, the motion passed unanimously.

Carolyn Boutain then presented to the Board regarding the 2012 cultural activity fees. It was noted that 3% was recommended as the increase for almost all programs.

Commissioner Barb Johnson moved and Commissioner Joe Deutsch seconded a motion to approve the cultural activity fees as presented. Upon call of the roll, the motion passed unanimously.

### **Board to Consider Approval of Annual T-Shirt Bid**

Clay Whittlesey presented to the Board regarding this matter. Whittlesey described the bid process in detail. It was noted that the park district had only gone out for a one year bid due to a dramatic hike in the cost of cotton. It was noted that the winning bidder was Brown & Saenger in the amount of \$33,905.

Commissioner Ron Sorvaag moved and Commissioner Joel Vettel seconded the to approve awarding a one year t-shirt contract to Brown & Saenger in the amount of \$33,905 as presented. Upon call of the roll, the motion passed unanimously.

### **Board to Consider Approval of Changes to Vacation Policy #230**

Jim Larson presented to the Board regarding this matter. A copy of the revised policy was presented for review. Larson noted that vacation policy #230 came up during a recent review as being very confusing and stated that it would be better to be clarified. Staff reviewed the policy and made modifications in order to ensure the same. It was noted that the primary purpose was to make the approval process from their supervisor for a vacation request more streamlined.

Commissioner Joel Vettel moved and Commissioner Ron Sorvaag seconded the motion to approve the changes to Vacation Policy #230 as presented. Upon call of the roll, the motion passed unanimously.

At the conclusion of the above agenda items, the meeting adjourned.

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Chris Kennelly