

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
OF THE FARGO PARK DISTRICT OF MAY 11, 2021**

The regular monthly meeting of the Board of Commissioners of the Park District of the City of Fargo was held on Tuesday, May 11, 2021, 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 in person were Commissioners Stacey Griggs, Vicki Dawson, Dawn Morgan, and Joe Deutsch. Present at the meeting via Microsoft Teams was Commissioner Jerry Rostad. Also present were: Dave Leker, Broc Lietz, Carolyn Boutain, Brian Arett, Dave Bietz, Kevin Boe, and attorney Jeff Gunkelman.

Approval of Amended Consent Agenda

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

- (a) The minutes from the April 13, 2021 meeting;
- (b) The April 2021 bills;
- (c) The Order of Agenda.
- (d) *Moved to Part of the Regular Agenda*
- (e) License Agreement with FM Trailbuilders to place a storage shed on Park District property at South Maintenance Shop location at 4515 South University Drive, Fargo, North Dakota
- (f) Easement request form Prairiewood Meadows Apartments

Upon call of the roll, the motion passed unanimously.

Director's Report

There was no discussion and no action was taken for the Director's Report.

Foundation Director's Report

Brian Arett presented to the Board on this matter. It was noted that a Foundation meeting was scheduled for May 17, 2021, and that the Foundation Golf Tournament was scheduled for May 19. It was noted that Valley Senior Services will commence in person meals starting June 1, with the assistance from the state epidemiologist.

No action was taken on this matter.

Approval of 2020 Audit

Brian Stavenger from Eide Bailly presented to the Board on this matter. It was noted that the Park District received a clean unmodified opinion and that it shows no material weaknesses. It was noted that the Park District managed the Covid-19 pandemic and saw an increase in its general fund.

Commissioner Joe Deutsch moved and Commissioner Vicki Dawson seconded a motion to approve the 2020 Audit as presented to the Board. Upon call of the roll, the motion passed unanimously.

Approval of Request for Community Garden at Dike West

Dave Bietz and Kevin Boe presented to the Board on this matter. It was noted that the proposal is for a 50 foot by 100 foot community garden to be located north of the skate park and east of the building at Dike West. It was noted that the plan is to construct a simple chicken-wire fence to contain and protect the garden, as well as to make a sign to properly label it as a volunteer-run garden.

Commissioner Vicki Dawson moved and Commissioner Jerry Rostad seconded a motion to approve the community garden at Dike West as presented to the Board. Upon call of the roll, the motion passed unanimously.

Alcohol Beverage Policy Discussion

Dave Leker and Carolyn Boutain presented to the Board on this matter. It was noted that Broadway Square needs to be added to Schedule B of the current Alcohol Beverage Policy. It was noted that the Board should consider whether cider drinks and wine should be part of the limited alcohol sale permits. It was noted that the Park District is looking to add a provision to the policy that does not allow for Park District associated logos to be branded with alcohol. Staff asked for further time to review the policy with a plan to present the revised policy to the Board at the next meeting.

No action was taken on this matter.

Discussion on Signature Sponsorship Agreements for Broadway Square

No presentation was made on this matter following the discussion related to the Alcohol Beverage Policy.

Commissioner Jerry Rostad moved and Vicki Dawson seconded a motion to reject the proposed signature sponsorship agreements for Broadway Square. Upon call of the roll, the motion passed unanimously.

Discussion on Scope and Timeline for Island Park Pool Remodel and Replacement Project

Dave Leker presented to the Board on this matter. It was noted that the Board was able to walk the Island Park Pool grounds on May 7 to get a feel for the current layout and the proposed layouts. It was noted that the Park District received 2,500 responses on the survey across multiple platforms. It was noted that the email blast received a 30% click through rate when the industry average is only 3%. It was noted that the Park District could put out a request for proposal for demolition this fall while plans are still being developed. It was noted that staff is looking into ways to make the pool house operable year round.

Jerry Rostad noted that the Park District needs to consider the master plan for Island Park as a whole, while making decisions regarding the pool. Dawn Morgan noted that she would like to see the pool more accessible during more months out of the year and for people of all ages. Vicki Dawson noted that master planning the park is a big deal and that demolition can start this fall before plans are finalized. Joe Deutsch noted that the Park District needs to do due diligence in planning the pool along with the master plan of the park.

Not action was taken on this matter.

Approval of Easement Request for Royal Oaks as it relates to Houston Park

Dave Bietz presented to the Board on this matter. It was noted that the Park District previously granted a temporary easement to the City of Fargo along Royal Oaks Drive in north Fargo to unload some of the slope on a flood project. It was noted that after finalizing their levee plan, the City updated the scope of the area and is asking for an additional Temporary Easement and Permanent Easement.

Commissioner Joe Deustch moved and Commissioner Vicki Dawson seconded a motion to approve granting the updated easements to the City of Fargo for Royal Oaks as it relates to Houston Park as presented to the Board. Upon call of the roll, the motion passed unanimously.

Approval and Award of Bid for Video Wall System for Broadway Square

Ana Rusness-Petersen presented to the Board on this matter. It was noted that the Park District received two bids for the video wall system: LiveWire for \$118,195.37 and ICON HD for \$85,787.00. It was noted that LiveWire agreed to provide a temporary screen at no additional cost until construction of the permanent screen. It was noted that ICON HD would not agree to provide a temporary screen and that it would cost the Park District \$28,000.00 in rental fees for events over the next two months. It was noted that LiveWire provided the required detailed specifications in the bid package. It was noted staff recommended approving the LiveWire bid.

Commissioner Dawn Morgan moved and Commissioner Joe Deutsch seconded a motion to approve and award the bid for the video wall system for Broadway Square to LiveWire in the amount of \$118,195.37 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 7:30 p.m.

Dave Leker, Clerk