



THE REGULAR MONTHLY MEETING OF THE BOARD OF COMMISSIONERS OF THE PARK DISTRICT OF THE CITY OF FARGO WILL BE HELD ON **TUESDAY, DECEMBER 10, 2024, AT 5:30 P.M.** IN THE BOARD ROOM AT THE FARGO PARKS SPORTS CENTER AT 6100 38th STREET SOUTH, FARGO, WITH PRESIDENT AARON HILL, PRESIDING. **Please note:** This is an in-person event and streamed virtually. Members of the public and media can view the live meeting at www.fargoparks.com/news/park-board-meeting-december-agenda-2024

- A. Call to Order
- B. Board to Approve Order of Agenda

Consent Agenda - approve the following:

- a. Minutes - 11/12/2024
- b. November Bills
- c. Permission to bid 2025 Capital Projects

Regular Agenda

- 1. Recognition of Audience/Public Comments
- 2. Director's Report
- 3. EOLA Land Discussion: Broc Lietz, presenter
- 4. Scheels Arena Bond Refinancing; Broc Lietz, presenter
- 5. Planning Committee Update; Commissioner Dawson, presenter
- 6. Governance Committee Update; Commissioner Hill, presenter
- 7. Adjourn

Individuals who wish to attend Park Board meetings but need special arrangements or would like to address the Board, please contact the Fargo Park District office at 499-6060 by noon on the Monday before the Board Meeting.

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
OF THE FARGO PARK DISTRICT OF NOVEMBER 12, 2024**

The regular monthly meeting of the Board of Commissioners of the Park District of the City of Fargo was held on Tuesday, November 12, 2024, at 5:30 p.m. at the Fargo Park District office at 6100 38th Street South, Fargo, North Dakota and via Restream. Present at the meeting were Commissioners Aaron Hill, Jerry Rostad, Joe Deutsch, Zoé Absey and Vicki Dawson. Also present were: Jayne Gust, Susan Faus, Dave Bietz and attorney Jeffrey Gunkelman.

Approval of Agenda

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

Approval of Consent Agenda

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

- (a) The minutes from October 1, 2024 meeting;
- (b) The October 2024 bills;
- (c) Approve award of bid for winter tree pruning to Carr's Tree Service in the amount of \$62,780.00 as presented;
- (d) Approve award of bid for Roger G. Gress Northside pool pump replacement to Associated Pool Builders in the amount of \$99,750.00 for the base bid plus the add alternative as presented`;

Upon call of the roll, the motion passed unanimously.

Public Comments

Members of the public were afforded the opportunity to discuss issues with the Board.

Director's Report

Susan Faus presented this matter and provided an informational update to the Board on the respective departments. No action was taken on this matter.

Downtown Community Partnership Updated on Broadway Square

Rockey Schneider presented to the Board on updates to the proposed agreement between the Downtown Community Partnership and the Fargo Park District for the management of Broadway Square.

Planning Committee Update

Commissioner Vicki Dawson presented to the Board and provided an update on the Planning Committee from its October meeting. No action was taken on this matter.

Governance Committee Update

Commissioner Aaron Hill presented to the Board and provided an update on the Governance Committee from its October meeting. 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 5:55 p.m.

Jeff Gunkelman, Kennelly Business Law, Clerk



MEMORANDUM

DATE: December 10, 2024

TO: Fargo Park Board Commissioners

FROM: Tony Schmitt, Park Director
Tyler Kirchner, Project Manager

RE: Consent Agenda Item (c) - Permission to Bid 2025 Capital Projects

In alignment with our Procurement Policy, Policy No. 390, we are requesting permission to publicly bid the following 2025 Park District Capital Projects:

1. 2025 Concrete/Asphalt Improvement Projects
 - a. Friendship Park Basketball Court
 - b. Rose Creek Golf Course-Cart Paths on Holes 16, 17, 18
 - c. Longfellow Park Parking Lot-Mill and Overlay
 - d. Rheault Farm, Tharaldson Little League, and Fox Run Playground Borders
 - e. Starion Field Parking Lot Drainage Improvements
 - f. Davies Baseball Complex Sidewalk Addition
 - g. Courts Plus North Parking Lot-Mill and Overlay
 - h. Anderson Softball Complex Sidewalk Addition
 - i. Milwaukee Trail Offshoots
 - j. Island Park-Kiwanis Trail Additions
2. 2025 Playground Replacement Projects
 - a. Rheault Farm
 - b. Tharaldson Little League
 - c. Fox Run Park
3. Mickelson Field #4 Sports Field Lighting
4. Fargo South Pool Mechanical Replacement Project
5. Davies Pool Re-Surfacing Project
6. Jack Williams Stadium-Infield Wall Stabilization

Funds for these projects will be taken from the 2025 approved budget. Bid timelines for these projects have yet to be determined.

Susan Faus, Executive Director
Park Board Commissioners – Zoë Absey * Vicki Dawson * Joe Deutsch * Aaron Hill * Jerry Rostad
Clerk-Jeff Gunkelman

Our Core Values: *Be Authentic * Be Bold * Be Collaborative

If you have any questions prior to the Board Meeting, please contact one of us to discuss.

Thank you.

SAMPLE MOTION: I make a motion to approve to publicly bid the 2025 Capital Projects, as presented.



MEMORANDUM

DATE: December 10, 2024

TO: Fargo Park Board Commissioners

FROM: Broc Lietz, Finance Director

RE: Agenda Item No. 3 – EOLA Land Discussion

On April 11, 2020, The Fargo Park District received an offer from EPIC Companies as part of the Request for Proposals (RFP) for the sale of Anderson Park, see attached letter. Through this process, the district accepted this offer for \$6 million, which included 4+ acres of guaranteed green space, and would require no involvement by the Park District for maintenance or programming as part of the offer.

On January 12, 2021, the Fargo Park District closed on the sale of the Anderson property and received payment of \$5,751,692.91, which is the \$6 million purchase price, less applicable closing costs. The Park District is financially whole based on the sale price; however, consideration for the 4-acre guarantee remains in question. The Park District has a covenant on the 4-acres as agreed to in the original purchase agreement dated October 8, 2020.

Developers have approached local banks which hold mortgages on the EOLA Development on the former Anderson property to inquire about purchasing the mortgages. Developers are aware of the 4-acre commitment to the Fargo Park District, and in some cases have withdrawn interest based on that requirement of the former sale. As we review the development and dedication of the park space, it is not a desirable public space and has the appearance of a private park to the development.

J&O Real Estate LLC is in conversation with lenders and is interested in discussions with the Park District regarding our expectations of the 4-acres. J&O Real Estate LLC is presenting a cash in lieu offer to the Park District on the 4-acres in consideration of removing the covenant.

If you have any questions, do not hesitate to contact me prior to the meeting.

Thank you.

Susan Faus, Executive Director
Park Board Commissioners – Zoë Absey * Vicki Dawson * Joe Deutsch * Aaron Hill * Jerry Rostad
Clerk-Jeff Gunkelman

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MEMORANDUM

DATE: December 10, 2024

TO: Fargo Park Board Commissioners

FROM: Broc Lietz, Finance Director

RE: Agenda Item No. 4 -Scheels Arena Bond Refinancing

As part of the Urban Plains Development the Fargo Park District entered into a Lease Agreement with Metro Sports Foundation, Inc., for the operation of Scheels Arena.

As part of the agreements between the two parties, the Fargo Park District owns both the land and the arena in this development. Metro Sports Foundation operates the facility and is responsible for maintenance. They also secured a 25-year Bank Qualified Tax-Exempt Bond which matures every 5 years, secured by the Lease Agreement between the parties and assigned revenue from the arena operations. The current renewal matures January 1, 2025.

Presented this evening is the proposal letter from Bremer Bank for the Bond Renewal to Metro Sports Foundation, Inc., and a Leasehold Mortgage addendum for your consideration.

If you have questions, please do not hesitate to reach out to me prior to the meeting.

Thank you.

Recommended Motion: I move to approve the Metro Sports Foundation, Inc., Bond Renewal, and Leasehold Mortgage as presented.

Susan Faus, Executive Director
Park Board Commissioners – Zoë Absey * Vicki Dawson * Joe Deutsch * Aaron Hill * Jerry Rostad
Clerk-Jeff Gunkelman

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Bremer Bank
1444 45th St S
Fargo, ND 58104

bremer.com

September 26, 2024

Metro Sports Foundation
5225 31st Ave S
Fargo, ND 58104

RE: Bond Renewal

Bremer Bank, N.A. (hereinafter referred to as "Bremer" or "Lender") has completed its preliminary review of the information provided concerning the above-referenced financing and is pleased to issue this preliminary term sheet for discussion purposes. The terms do not constitute an offer, agreement, or commitment to lend. This term sheet is intended as an outline only and does not purport to summarize all the terms, conditions, covenants, representations, warranties or other provisions, which would be contained in definitive legal documentation of the financing contemplated herein. The actual terms and conditions upon which the Lender may extend credit to the Borrower are subject to further due diligence, formal credit approval, satisfactory review of documentation, and other terms and conditions as may be determined by the Lender and its Counsel. Preliminary terms and conditions of our proposal are as follows:

Borrower:	Metro Sports Foundation, Inc.
Type:	Bank Qualified Tax Exempt Bond
Loan Amount:	Approximately \$5,577,939
Loan Purpose:	Renew Bond maturing 1/1/2025
Term Maturity:	5 years
Amortization:	25 years
Repayment:	Quarterly interest payments; Annual Principal Payments
Interest Rate:	Rate shall be fixed at closing based on the NY Prime Rate – 1.00%, which is 7.00% as of today. As of today; BQTE rate (79%) would be 5.53%. Rate may be fixed up to 5 days prior to loan closing.
Origination Fee:	No origination fee for renewal.
Costs and Expenses:	Expenses incurred by the Bank including, but not limited to, bond renewal fee with the City of Frontier, attorney fees, appraisal fee, recording fees, title insurance, environmental fees, etc. are to be paid for or reimbursed by the borrower at loan closing or upon request by the bank.
Guaranty:	None.
Deposit Account:	Borrower will maintain its operating and reserve deposit accounts with Bremer Bank throughout the term of the loan.
Collateral:	1 st Real Estate Mortgage, fixture filing and assignment of leases related to the subject property located at 5225 31 st Ave S, Fargo, ND. The bank will also have a security interest in the assigned revenue sources.

Prepayment: None.

Participation: Bank to participate with the following financial institutions:

AgriVision 6.34%
Bell State Bank 20.89%
Border Bank 14.92%
Choice Financial 7.09%
First International Bank 22.39%
Starion Financial 2.24%

Proposal is also subject to each bank's formal credit approval.

Subordinate Debt: Any and all debt, including AgriVision, Ace Brandt and Bell Bank, subordinated to Bremer Bank senior debt.

Additional Terms:

- Updated collateral evaluation on subject property and which form and substance must be acceptable to the Bank. The loan amount will be limited to the lesser of 65% of appraised value or cost.
- Updated environmental due diligence on subject property, which may include Phase 1 or Phase 2 if applicable.
- Title insurance for the full amount of the loan, providing standard coverage.
- Evidence of insurance coverage in amounts acceptable to the Bank. The Bank shall be named mortgagee, loss payee and additional insured on said policy.
- Borrower to provide Quarterly Financial Statements, Audited Annual Financial Statements and tax return annually.
- Borrower to provide Annual Projections within 30 days of each fiscal year end.
- Fargo Force Hockey Club LLC to provide Quarterly Financial Statements and Annual Financial Statements.
- Maintain a Debt Service Coverage Ratio of not less than 1.20 to 1 as of the end of each fiscal year for the fiscal year then ended. For the purposes hereof, Debt Service Coverage Ratio shall mean the ratio of a party's "Secured Assigned Revenue" to the "Senior Debt Service" based on the Borrower's Audited Financial Statements.
- Borrower shall maintain such Debt Service Coverage ratios as required on "CPRP note" and other requirement per Loan Agreement dated 9/30/2020.
- Borrower shall not incur additional indebtedness in excess of \$250,000, without the prior written consent of the Bank.
- Documentation will be prepared in form and substance acceptable to the Bank and its legal counsel. The Borrower shall provide the Bank such resolutions, certificates, estoppels and opinions as the Bank and its counsel may request.

Thank you again for allowing Bremer Bank to present this Discussion Proposal. This Discussion Proposal will expire in 30 days. Please do not hesitate to call me with any questions or concerns.

Sincerely,



Jessica Broers
SVP – CRE Relationship Manager



Bremer Bank
1444 45th St S
Fargo, ND 58104

[bremer.com](https://www.bremer.com)

Accepted By:

Name, Title

Date

Name, Title

Date

**THIRD ADDENDUM TO LEASEHOLD MORTGAGE,
SECURITY AGREEMENT AND FIXTURE FINANCING STATEMENT**

THIS THIRD ADDENDUM TO LEASEHOLD MORTGAGE, SECURITY AGREEMENT AND FIXTURE FINANCING STATEMENT, dated as of December 1, 2024, by and between **METRO SPORTS FOUNDATION, INC.**, a North Dakota nonprofit corporation, whose address is 5225 31st Avenue South, Fargo, North Dakota 58103 (the “Mortgagor”), and **BREMER BANK, NATIONAL ASSOCIATION**, 1444 45th Street South, Fargo, North Dakota 58103 (the “Mortgagee”),

W I T N E S S E T H :

WHEREAS, the City of Frontier, North Dakota (the “Issuer”), previously issued its Arena Facilities Revenue Bonds (Metro Sports Foundation, Inc. Project), Series 2008, dated April 9, 2008, in the principal amount of \$9,950,000 (the “Series 2008 Bonds”), and loaned the proceeds of the Series 2008 Bonds to the Mortgagor pursuant to a certain Loan Agreement dated as of April 1, 2008 (the “2008 Bond Loan Agreement”); and

WHEREAS, the Mortgagor and the Mortgagee entered into a Parity Loan Agreement dated as of April 1, 2008 (the “2008 Parity Loan Agreement”), pursuant to which the Mortgagee loaned the sum of \$4,050,000 to the Mortgagor as evidenced by a promissory note dated April 1, 2008, payable on or before April 1, 2018 (the “2008 Parity Loan”); and

WHEREAS, the proceeds of the Series 2008 Bonds and the 2008 Parity Loan were used by the Mortgagor for the purposes of: (i) constructing and equipping a 5,000-spectator multipurpose events facility on the real property described in Exhibit A attached hereto (the “2008 Facilities”), and (ii) paying the costs of originating the Series 2008 Bonds and the 2008 Parity Loan; and

WHEREAS, at the inception of the 2008 Bond Loan Agreement and the 2008 Parity Loan, the Mortgagor held a certain Ground Lease Agreement dated as of March 25, 2008, between Urban Plains Arena Land LLC, as lessor, and the Mortgagor, as lessee (the “Ground Lease”), which demised a leasehold interest in the land of the lessor as described therein; and

WHEREAS, as security for the payment of the principal of and any interest due on the Series 2008 Bonds and the 2008 Parity Loan and the performance of the Mortgagor’s obligations under the 2008 Bond Loan Agreement and the 2008 Parity Loan Agreement, the Mortgagor executed and delivered that certain Leasehold Mortgage, Security Agreement and Assignment dated as of April 1, 2008, which document was recorded on April 8, 2008, as **Document No. 1230722**, wherein the Mortgagor pledged its interest in the Ground Lease and all other interests of the Mortgagor in the underlying property whether then existing or thereafter acquired (the “Mortgage”); and

WHEREAS, the Park District of the City of Fargo has become the owner of underlying real property and of the improvements thereon, and as landlord has since entered into a replacement lease with the Mortgagor as tenant, which lease is represented by that certain lease between the Park District of the City of Fargo and the Mortgagor dated November 1, 2008, and which Lease was recorded June 5, 2009, as **Document No. 1266235** (the “Park District Lease”); and

WHEREAS, the Issuer also issued its Arena Facilities Revenue Refunding Bonds (Metro Sports Foundation, Inc. Project), Series 2012 in the principal amount of \$4,245,325 (the “Series 2012 Bonds”), dated October 30, 2012, with a final maturity date of February 1, 2018, for the purpose of refunding the Series 2008 Bonds; and

WHEREAS, the Mortgagor and the Mortgagee entered into an Amended and Restated Parity Loan Agreement dated as of October 29, 2012 (the “2012 Parity Loan Agreement”), pursuant to which the Mortgagee has loaned the sum of \$1,754,677.11 to the Mortgagor as evidenced by two promissory notes dated October 30, 2012, payable on or before February 1, 2018, in the principal amounts of \$1,299,765.45 and \$454,911.66 (the “2012 Parity Loan”) to refinance the 2008 Parity Loan; and

WHEREAS, as security for the payment of the principal of and any interest due on the Series 2012 Bonds and the 2012 Parity Loan and the performance of the Mortgagor’s obligations under the 2012 Bond Loan Agreement and the 2012 Parity Loan Agreement, the Mortgagor executed and delivered that certain Addendum to Leasehold Mortgage, Security Agreement and Fixture Financing Statement dated as of October 29, 2012, which document was recorded on February 20, 2013, as **Document No. 1379349** (the “First Addendum to Mortgage”); and

WHEREAS, the Issuer also issued its Arena Facilities Revenue Bonds (Metro Sports Foundation, Inc. Project), Series 2017 in the principal amount of \$6,700,000 (the “Series 2017 Bonds”), dated December 20, 2017, with a final maturity date of January 1, 2025, pursuant to a Financing Agreement dated as of December 1, 2017, among the Issuer, the Mortgagor and the

Mortgagee (the “Financing Agreement”), for the purpose of refinancing the Series 2012 Bonds, the 2012 Parity Loan and certain other indebtedness;

WHEREAS, as security for the payment of the principal of and any interest due on the Series 2017 Bonds and the performance of the Mortgagor’s obligations under the 2017 Bond Financing Agreement, the Mortgagor executed and delivered that certain Addendum to Leasehold Mortgage, Security Agreement and Fixture Financing Statement dated as of December 1, 2017, which document was recorded on December 20, 2017, as **Document No. 1528052** (the “Second Addendum to Mortgage”); and

WHEREAS, the Issuer also issued its Arena Facilities Revenue Refunding Bonds (Metro Sports Foundation, Inc. Project), Series 2024 in the principal amount of \$5,500,000 (the “Series 2024 Bonds”), dated December 30, 2024, with a final maturity date of January 1, 2030, pursuant to a Financing Agreement dated as of December 1, 2024, among the Issuer, the Mortgagor and the Mortgagee (the “Financing Agreement”), for the purpose of refinancing the Series 2017 Bonds.

NOW, THEREFORE, the Mortgagor does hereby covenant and agree that upon their issuance, the Mortgage will secure the Series 2024 Bond, and that (i) the Mortgage constitutes a mortgage and pledge of the Mortgagor’s interest in the Park District Lease and has constituted a mortgage and pledge of the Mortgagor’s interest in the Park District Lease since the inception of such Lease; (ii) the references in the Mortgage and related collateral documents to the Ground Lease shall be deemed to be references to the Park District Lease, which Park District Lease includes not only the land but also the building and other improvements upon such land; and (iii) the Mortgage constitutes a lien on the fee title to the land as well as the Lease, and the land which is subject of the Mortgage is comprised of property in Cass County, North Dakota described on Exhibit A attached hereto (the “Mortgaged Property”).

IN WITNESS WHEREOF, the parties have caused this instrument to be executed the day and year first-above written.

**BREMER BANK,
NATIONAL ASSOCIATION**

Jessica Broers, Senior Vice President

METRO SPORTS FOUNDATION, INC.

Jon Kram, President

_____, Secretary/Treasurer

STATE OF NORTH DAKOTA)
) ss.
COUNTY OF CASS)

The foregoing instrument was acknowledged before me this December __, 2024, by Jessica Broers, Senior Vice President, of Bremer Bank, National Association, a national banking association, on behalf of the association.

Notary Public

(SEAL)

STATE OF NORTH DAKOTA)
) ss.
COUNTY OF CASS)

The foregoing instrument was acknowledged before me this December __, 2024, by Jon Kram, the President and _____, the Secretary/Treasurer, of Metro Sports Foundation, Inc., a North Dakota nonprofit corporation, on behalf of the corporation.

Notary Public

(SEAL)

SUBJOINED CONSENT AND ACKNOWLEDGMENT

The Park District of the City of Fargo as the lessor of the Mortgaged Property described in the forgoing Third Addendum to Leasehold Mortgage, Security Agreement and Fixture Financing Statement does hereby consent to the foregoing action of its tenant Metro Sports Foundation, Inc., and as the owner of such Mortgaged Property the Park District does hereby confirm that its interest in the Mortgaged Property remains subject to and subordinate to the lien of the Mortgage above-described as so modified.

THE PARK DISTRICT OF THE CITY OF FARGO

Aaron Hill, President
Board of Commissioners

Jeffrey Gunkelman
Clerk

STATE OF NORTH DAKOTA)
) ss.
COUNTY OF CASS)

The foregoing instrument was acknowledged before me this December __, 2024, by Aaron Hill, the President and Jeffrey Gunkelman, the Clerk, of the Board of Commissioners of the Park District of the City of Fargo, a park district under the laws of the State of North Dakota, on behalf of the Park District.

Notary Public

(SEAL)

**Exhibit A to Third Addendum to Leasehold Mortgage,
Security Agreement and Fixture Financing Statement (Mortgaged Property)**

Lot One (1), Block One (1), Urban Plains Recreational Addition to the City of Fargo and Lot One (1), Block One (1), Urban Plains Recreational Second Addition to the City of Fargo, together with nonexclusive easements for the purposes of vehicular and pedestrian ingress and egress and parking over and upon designated portions of Lot One (1), Block Four (4), Urban Plains Center Addition to the City of Fargo, and designated portions of Lot One (1), Block Four (4), Urban Plains By Brandt Second Addition to the City of Fargo, all in Cass County, North Dakota.

Planning Committee Meeting Minutes

Wednesday, November 20, 2024; 8:30 am

Fargo Sports Center Lindenwood

Conference room

EOLA Land Discussion:

Broc Lietz, presented. Broc discussed the Anderson property on 45th Street that Fargo Parks agreed to sell. Broc stated that there were 3 offers on the property. The decision was to take the offer from Epic Companies, this included the offer to have 4 acres of green space that would be available in that area. Fargo Parks has a covenant on the green space. Epic has fallen on financial difficulties, because of that, this project has stopped. We have received the whole payment of \$6M purchase price less appropriate fees.

Currently we have had developers approach lending institutions about stepping in and looking at options for that ELOA property. Some of the concerns raised is the 4-acre requirement that Fargo Parks has a covenant on, some developers have withdrawn interest because of our requirement to do something with the 4 acres. What is our expectation with this?

Brent Olson with J&O Real Estate, LLC, mentioned that this project was brought to him by ELOA a month ago. The property is broken up into 2 halves. Brent stated that they entered into a purchase agreement with ELOA, and working on a purchase agreement with Wade. In the purchase agreement, there is a condition on redoing the park dedication. There is recorded on the deed, a park dedication that requires 4-acres of dedicated park property. Brent reviewed different options for the land. He stated that there is a need for parking for the ball diamonds, he put in dedication for parking. On the maps presented, all the green areas are for park dedication.

Dave Bietz stated that the land was never dedicated as park, so we do not have ownership on the land, there is just a covenant on the land. Susan said there was no actual plan for the land. Dave stated that there was a discussion internally, is the importance for us to gain the actual land dedication or just continue with a covenant that allows for a public use. With the centralized green space, that could have the look for a park for residents of just those buildings. Also, the storm water retention pond that is already in existence and part of this, Fargo Parks doesn't want to take that on. Most of the time our developers' agreements work with the cities amenities plan where the city would take that on the dedicated property.

Commissioner Hill asked if we just get out of the covenant, so it is privately owned land. Discussion of a shared use agreement.

Dave said if we came to a cash in lieu agreement, we could use those dollars to help augment our existing facilities to the west and north.

Commissioner Dawson and Hill stated we need to discuss if Fargo Parks is willing or open to options.

Commissioner Dawson told Susan to discuss what makes sense, to get dedicated land or move forward and bring it back to the board meeting and get back to Brent.

Permission to bid 2025 Capital Projects

Tony Schmitt and Tyler Kirchner, presented. Tony and Tyler reviewed the 2025 capital projects and asked for permission to bid on the projects.

1. 2025 Concrete/Asphalt Improvement Projects
 - a. Friendship Park Basketball Court
 - b. Rose Creek Golf Course-Cart Paths on Holes 16, 17, 18
 - c. Longfellow Park Parking Lot-Mill and Overlay
 - d. Rheault Farm, Tharaldson Little League, and Fox Run Playground Borders
 - e. Starion Field Parking Lot Drainage Improvements
 - f. Davies Baseball Complex Sidewalk Addition
 - g. Courts Plus North Parking Lot-Mill and Overlay
 - h. Anderson Softball Complex Sidewalk Addition
 - i. Milwaukee Trail Offshoots
 - j. Island Park-Kiwanis Trail Additions
 - k. Trollwood Park Sidewalk Addition Along Kandi Lane
2. 2025 Playground Replacement Projects
 - a. Rheault Farm
 - b. Tharaldson Little League
 - c. Fox Run Park

The plan this year is to give the contractors a budget and for each park and engage the community and get feedback and what is your preference: A, B or C. Tools in place with PSMP with social pinpoint. There are many options for these projects. Dave stated this is our first attempt to get public engagement. Commissioner Dawson asked about accessibility features for future projects. Tony stated that it is required to have something in each design. Tyler stated that there are 3 governances, there is ADA, Inclusive Design and a new standard called Universal design, captures everything. This is things Fargo Parks are working on.

3. Mickelson Field #4 Sports Field Lighting
4. Fargo South Pool Mechanical Replacement Project
5. Davies Pool Re-Surfacing Project

The committee recommends moving this to the full board and placing it on the Consent Agenda for consideration and approval.

3rd Quarter Budget Review

Broc Lietz and Luke Evenson presented. Broc stated the summary is through the end of the 3rd quarter. We generate about 90% of the revenue in advance of the 3rd quarter, but there is regular ongoing overhead costs such as salary and benefits. What you see here is going to change significantly when we get to 4th quarter.

Luke reviewed the income statements and board summary.

Minutes submitted by Carmen Johnson, Executive Assistant

Governance Committee Meeting Minutes

Wednesday, November 27, 2024; 8:15 am

Island Park Conference room

Park Ordinances:

Susan started the discussion regarding reviewing the ordinances, she stated that Dave had a great suggestion to reach out nationally and finding out what other parks and recreation departments are doing with their ordinances. Do we want to look at them individually, collectively, but figure out what makes the most sense. Dave stated we access to NRPA Connect; it is a great resource for exchanging information. We had people for North Carolina and Michigan reach out, we received Bismarck's ordinances through Tony. Dave mentioned, instead of prioritizing which ordinance to start with just redo them all, it comes down to about 10-12 basic ordinances.

Susan stated that going the PSMP and the consultants comparing us to different cities, reach out to those cities and request their ordinances.

Commissioner Hill asked regarding timeline, Susan stated that this will take some time, we need to include staff and Jeff Gunkleman. Should some of the ordinances show up on the park's signs. Commissioner Rostad asked if we should coordinate with the City of Fargo police department? Dave said they could review it but that is where Jeff comes in.

Commissioner Hill suggested to keep this topic as a standing item on the agenda.

State Election Results-Strategy for upcoming legislative session

Commissioner Rostad stated there are already property tax reform bills in the works.

There is one bill having property tax by real estate square footage instead of value. Susan said she and Broc are on the NRPA Policy Committee, they sent out a report regarding legislative priorities for 2025. Commissioner Rostad asked when the Parks and Recs Day is. Dave said it is no longer a stand-alone day, but it is in February. Susan stated that she and other staff feel like it is important to be more involved at the legislative sessions. Jayne stated that Paul Grindeland from Valley Senior Services is very involved and makes trips out to Bismarck.

Governance Annual Work Plan

Commissioner Hill stated there is no Governance meeting in December and it will start again in January. GP-6 and OE 1 and 5 will be reviewed. Discussed how the process will go and what needs to be done. Susan stated that for the workshop in March possibly discussing the PSMP and Strategic Plan and reviewing what has been accomplished. Commissioner Hill said that he and Commissioner Absey have met regarding the board orientation and starting to revise the process.

Governance Committee Purpose

Commissioner Hill said he would like to keep reviewing the purpose of the Governance Committee and making sure things are getting done properly. Please keep on the agenda.

Other

1. Susan stated we are working on and internal financial/payroll, one system that can be used for both and many different areas of the park district. Broc is taking the lead on this, Jayne stated Broc met with Jamestown, they use Tyler Technologies, the City uses

this as well. Jayne said it seemed very “old”. The payroll portion is very different. We need to look at other systems. Commissioner Rostad asked if there are potential opportunities for us to share capabilities with the city. Jayne said Paylocity has more modules that are not being utilized, not sure if there are limitations or if it was the ability to use the system fully. The City of Fargo is on the list to discuss options.

2. Susan suggested to discuss the EOLA situation. At the last Planning Meeting, Brent Olson was there, he is a developer. They are negotiating a cash in lieu and letting them take the land or other options. The developers are hoping we decide soon. Susan said the staff thinks the best option is to get cash in lieu. Looking to get a recommendation in the next week and be ready at the next board meeting.
3. Commissioner Rostad mentioned talking with Jayne Miller. She had said she was surprised that the Park District operates as well as it does based on somethings. He asked how are we going to address this and how are we proceeding? Susan stated there is a meeting today and Jayne Miller is going to provide us with a summary of what she heard from the staff and internal interviews. It will be a deeper conversation and discussion. We need to prioritize, and she will have an assessment of what the next steps are.
4. Commissioner Absey brought up the issue of taking time off to vote on election day. There was a staff member that didn't know why they had to use personal time to go and vote. Susan and Commissioner Absey had a good conversation regarding Century codes and there is not much the park system can do. She suggested to include this in the policy to make it clear on why you have to go on your own time, so they have an understanding.
5. Commissioner Rostad asked if a new golf director has been chosen, Jayne and Dave said they are working on making the decision and making an offer.

Minutes submitted by Carmen Johnson, Executive Assistant