

The West Fargo Park Board met at 5:30 p.m. on Wednesday, April 9, 2014 at West Fargo City Hall. Members present were: Sharon Odegaard, Todd Rheault, Denise Johnson, Kathy Scully, and Jeff McCracken. The meeting was called to order by Chair Sharon Odegaard.

Commissioner Johnson made a motion, seconded by Commissioner Scully to approve the order of the agenda.

Commissioner Scully made a motion, seconded by Commissioner Rheault to approve minutes of the March 12, 2014 meeting as presented. All board members present voting aye; motion carried.

Commissioners Scully made a motion, seconded by Commissioner Johnson to approve the following items on the Consent Agenda:

Approve Bills - \$993,248.54
Monthly Report

Commissioners Rheault, Johnson, Scully, McCracken, and Odegaard voting aye; motion carried.

Matt Welle (Moore Engineering) discussed The Preserve site. Mr. Welle handed out a bid tab review for the scenic lookouts. Due to bid prices, ease of access for construction, ease of access for future maintenance, and the proximity to adjacent homes; Mr. Welle recommended not including Location #2 in this project. Mr. Welle recommended accepting the low bid from Key Contracting in the amount of \$113,782 for Location #1 and Location #3.

Commissioner Johnson made a motion, seconded by Commissioner Scully to accept the bid of \$113,782 from Key Contracting for Locations #1 and #3, show receipt of engineer's statement of estimated cost, and direct the execution of the contract. Commissioners Rheault, Johnson, Scully, McCracken, and Odegaard voting aye; motion carried.

Director Erbstoesser summarized the architectural meeting from last week. Three firms were interviewed for The Preserve site. Previous related work experience, fee structure, and staff qualifications were some of the topics that were discussed. Director Erbstoesser, along with

key staff members, recommended awarding the architectural contract to Zerr Berg Architects.

Commissioner Scully made a motion, seconded by Commissioner Johnson to award the architectural contract for The Preserve site to Zerr Berg Architects with the approved fee structure as presented. Commissioners McCracken, Rheault, Johnson, Scully, and Odegaard voting aye; motion carried.

Business Manager Germundson presented the 2012 audit. Commissioner Rheault made a motion, seconded by Commissioner McCracken to receive and file the 2012 audit. Commissioners Johnson, Scully, McCracken, Rheault, and Odegaard voting aye; motion carried.

Business Manager Germundson receives ongoing requests by local financial institutions to begin a relationship with them. Currently, the Park District has a depository relationship with one financial institution. Business Manager Germundson recommended establishing secondary deposit accounts at two local financial institutions. Business Manager Germundson will deposit an amount equal to the minimum unassigned general fund balance as per our Fund Balance Policy.

Commissioner Johnson made a motion, seconded by Commissioner Scully to authorize Business Manager Germundson and Director Erbstoesser to open secondary deposit accounts as needed. Commissioners McCracken, Rheault, Johnson, Scully, and Odegaard voting aye; motion carried.

Business Manager Germundson presented the Nugget Vending contract. Business Manager Germundson recommended approving the contract for another three years. Commissioner Scully made a motion, seconded by Commissioner Rheault to approve the Nugget Vending contract as presented. Commissioners Johnson, Scully, McCracken, Rheault, and Odegaard voting aye; motion carried.

Recreation Manager Belisle gave an update on the recreation programs.

The meeting was adjourned.

Chair Sharon Odegaard

Clerk Justin Germundson