

The West Fargo Park Board met at 5:30 p.m. on Wednesday, July 8, 2015 at West Fargo City Hall. Members present were: Sharon Odegaard, Todd Rheault, Ken Zetocha, Kathy Scully, and Jeff McCracken. The meeting was called to order by Chair Sharon Odegaard.

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

Commissioner Rheault made a motion, seconded by Commissioner Scully to approve minutes of the June 10, 2015 and June 24, 2015 meetings as presented. All board members present voting aye; motion carried.

Commissioner Zetocha made a motion, seconded by Commissioner McCracken to approve the following items on the Consent Agenda:

Approve Bills (\$79,820.73)
Monthly Report

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

Business Manager Germundson noted there will be another set of bills this month due to the earliness of this month's board meeting.

Jeff Young, Gerald Urlaub, and Ben Potter (West Fargo Baseball) presented the Legion Baseball Infield Turf Project. Mr. Young described the project in detail. The proposal is turf for the infield portion of the Legion Field from dugout to dugout. The base bid plus add-ons is \$446,225.

West Fargo Baseball requested \$100,000 from the Park District and to co-sign (or pledge) on the loan. The loan is through Western State Bank. The exact loan amount is not known at this time, but it would be a maximum of \$251,225. West Fargo Baseball already received financial commitments from the West Fargo School District and West Fargo Exchange Club. West Fargo Baseball would repay the loan through naming rights (sponsorships) and internal fees. The payback is estimated at 3 – 5 years.

Commissioner Zetocha liked the project, but was concerned about setting a precedent with the Park District signing a loan document with a private group and how that affects future requests. Commissioner Odegaard shared the concern. Director Erbstoesser felt this request was unique due to the strong partnership history of joint projects with West Fargo Baseball and the strong and lengthy history of West Fargo Baseball board members. Commissioner Odegaard suggested creating a set of rules / guidelines for requests such as this.

Business Manager Germundson reported there is unallocated funds available in the 2015 budget to grant this request.

Commissioner Zetocha made a motion, seconded by Commissioner Scully to commit \$100,000 to West Fargo Baseball for the Legion Baseball Infield Turf Project and to hold off on the co-sign (pledge) until further review by the board and legal counsel. Commissioners McCracken, Rheault, Zetocha, Scully, and Odegaard voting aye; motion carried.

Director Erbstoesser discussed 2015 capital improvement projects. Items discussed were the paving projects, Rustad Park, Rivers Bend Park, new playground sites, and Rendezvous ball fields. Director Erbstoesser said there was a request by a Rendezvous Park neighborhood resident in regards to cost sharing of a fence. The fence would separate the new Rendezvous ball fields and his property. The fence would be on his property. The estimated total cost is \$27,000. Commissioner Odegaard requested to contact our legal counsel and ask his opinion on the structuring of a potential agreement.

Business Manager Germundson gave an update on the budget. Through June, General Fund Revenue is up 14% year over year, while General Fund Expenditures are flat. If this trend continues, there will be a healthy budget surplus at the end of the budget year. A large portion of any surplus would get transferred into our Special Assessment Fund.

Commissioner Rheault asked the status of the potential salary adjustments in this year's budget. Commissioner Rheault was at the sub-committee meeting last month, but not at the regular board meeting. Commissioner McCracken was favorable to the proposed adjustments and said you have to look at replacement costs. Commissioner Scully agreed and said we don't need to fall behind our peers.

Commissioner Rheault said the full time personnel cost percentage has and will (2016 projected) remain the same for the sixth year in a row; 42% (salaries, insurance, and retirement percent of general budget expenditures). Commissioner Zetocha said the salary adjustments should have been done sooner so some of the individual percentages wouldn't have been to this level. Director Erbstoesser said that Business Manager Germundson has repeatedly mentioned over the years that some salaries were falling behind, but management was hesitant to aggressively pursue the adjustments.

Five positions were recommended for salary adjustments. Business Manager Germundson said the total cost for adjusting those five salaries would be around \$12,000 in the 2015 budget.

Commissioner Rheault made a motion, seconded by Commissioner McCracken approve the salary adjustment recommendations as presented effective July 1, 2015. Commissioners Scully, McCracken, Rheault, Zetocha, and Odegaard voting aye; motion carried.

The meeting was adjourned.

Chair Sharon Odegaard

Clerk Justin Germundson