



The West Fargo Park Board met at 5:30 p.m. on Wednesday, July 10, 2019 at Rustad Recreation Center. Members present were: Todd Rheault, Jeff McCracken, Chris Heise, Ken Zetocha, and Jake Lauritsen. The meeting was called to order by President Todd Rheault.

Commissioner Heise made a motion, seconded by Commissioner McCracken to approve the order of the agenda with the following addition – Review Process. All board members present voting aye; motion carried.

Commissioner Zetocha made a motion, seconded by Commissioner Heise to approve minutes of the June 12, 2019 Building Authority; June 12, 2019; and June 26, 2019 meetings as presented. All board members present voting aye; motion carried.

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

Approve Bills – \$789,982.51  
Monthly Report

Commissioners McCracken, Heise, Zetocha, Lauritsen, and Rheault voting aye; motion carried.

Matt Welle (Moore Engineering) reviewed the plans and specs for Park Improvement District No. 2019-1. Commissioner Lauritsen made a motion, seconded by Commissioner McCracken to approve Plans & Specs and authorize Ad for Bids for Park Improvement District No. 2019-1. Commissioners Heise, Zetocha, Lauritsen, McCracken, and Rheault voting aye; motion carried.

Finance Director Germundson presented the West Fargo Hockey Association agreement. The existing two-year agreement expires on August 31, 2019. Due to continued declining use, there is no summer ice in the new agreement. In order to help the WFHA with their scheduling constraints, the board suggested two updated options with one being a smaller guaranteed hour commitment or the other being a flat rate per hour. Informational purposes only, no action taken.

Finance Director Germundson previewed the 2020 budget. Finance Director Germundson recommended the mill levy to remain at 26.99 mills for 2020. The actual dollars levied will increase 5%. Informational purposes only, no action taken.

Finance Director Germundson reported that Cass County needs our Preliminary Budget by August 12. The next regularly scheduled board meeting is on August 14. There will be a special meeting on Wednesday, August 7 at 11:30 am to approve the 2020 Preliminary Budget.

Director Erbstoesser gave an update on capital improvements. West Fargo resident Lars Drysdale asked questions and gave comments on the Tintes Park resurfacing project.




Facility Manager Olson presented the West Fargo Islamic Society contract. The Veterans Memorial Arena contract is for August 11 or 12, 2019. Facility Manager Olson recommended approving the contract. Commissioner Heise made a motion, seconded by Commissioner Lauritsen to approve the contract as presented. Commissioners McCracken, Heise, Zetocha, Lauritsen, and Rheault voting aye; motion carried.

Director Erbstoesser gave an update on the West Fargo Park District Foundation.

Director Erbstoesser gave an update on the employee annual review process. Evaluations next year will be earlier. Commissioner Heise recommended a semiannual review for the Director position (similar to what other organizations do that he is familiar with). Commissioner Zetocha questioned the need for semiannual. President Rheault appointed Commissioner Heise and Commissioner Zetocha to administer the Director review. Commissioner McCracken made a motion, seconded by Commissioner Heise to authorize semiannual reviews for the Director position and reappoint the reviewers each time. Commissioners Lauritsen, McCracken, Heise, and Rheault voting aye; Commissioner Zetocha voting nay; motion carried.

The meeting was adjourned.



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President Todd Rheault



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Clerk Justin Germundson