

The West Fargo Park Board met at 5:30 p.m. on Wednesday, July 14, 2010 at West Fargo City Hall. Members present were: Denise Johnson, Todd Rheault, Kathy Scully and Jeff McCracken. Sharon Odegaard was absent. The meeting was called to order by Vice-Chair Denise Johnson.

Commissioner Scully made a motion, seconded by Commissioner Rheault to approve the order of the agenda with the following changes:

- Deletion – Rendezvous Park Entrance (withdrawn until next month)
- Deletion – Land Dedication Update (nothing to report)

All board members present voting aye; motion carried.

Commissioner Rheault made a motion, seconded by Commissioner Scully to approve park board minutes of the June 9, 2010 and June 22, 2010 meetings (with the name change of Todd Rheault to Sharon Odegaard on the June 22, 2010 minutes) as presented. All board members present voting aye; motion carried.

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

- Approve Bills
- Monthly Report

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

Frank Lenzmeier, representing the West Fargo Senior Committee, gave an overview of the goals of the committee. The city of West Fargo has committed funds for assistance to the senior committee in 2010 and 2011. The senior committee is looking for the park district to administer the senior program. Recreation Manager Belisle explained the current role the seniors have with the park district. Recreation Manager Belisle also expressed concerns about the ability for the park district to handle this commitment with the current staff. Commissioner Rheault inquired about the level of commitment the senior committee is looking from the park district. The senior committee is looking for daily administration support of approximately two hours a day. The senior committee is also looking for an entity so they could fall under our insurance, liability, etc. coverage (similar to other programs

when held in conjunction with the park district). Mike Reitan also spoke as a member of the West Fargo Senior Committee. Mr. Reitan stressed the need for administration help. The senior committee has the space, funding, and meals lined up for the program. Commissioner Rheault said the park district wants to be involved, but does not feel comfortable committing to this project until more information can be gathered. The park district does not want to commit and then underperform that commitment. Commissioner Rheault would like to revisit the issue next month and decide the level of involvement at that time.

Recreation Manager Belisle was seeking input in regards to special event food amounts and how much the park should provide. There needs to be a monetary balance between providing food for attendees and cost (especially at large events). Commissioner Rheault recommended charging \$1 for water, hot dog, and chips at large events.

Recreation Manager Belisle gave an update on the recreation programs.

Business Manager Germundson read an email from Roger Yliniemi about updates regarding the West Fargo Hockey Association. According to the email, the WFHA will mail a check this week for past due ice amounts. The WFHA also has posted the welcome letter from the park district and placed it on their website.

Business Manager Germundson informed the park board on the near future plan to hire a full time employee. The new hire would be a Rec Specialist II and the primary duties would be assisting the recreation staff and managing the concession stands.

Business Manager Germundson explained the process of the upcoming budget season.

Commissioner Odegaard proposed portfolio assignments to Director Erbstoesser earlier this month. Commissioner Scully made a motion, seconded by Commissioner Rheault to approve the following portfolio assignments:

Public Relations / Policy / Personnel – Johnson, McCracken  
Finance / Budget / Legal / Legislation – Rheault, Johnson  
Land Acquisition / Facility Development – Odegaard, Rheault  
Recreation Programming – Scully, Odegaard  
Veterans Memorial Arena / Pool – McCracken, Scully

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

Upcoming meetings with dates to be decided at a later date included: budget meeting with finance committee, September park board possible date change, annual park tour, and park board retreat.

The meeting was adjourned.

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Park Board Vice-Chair, Denise Johnson

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Park Board Clerk, Justin Germundson