

The West Fargo Park Board met at 5:30 p.m. on Wednesday, August 12, 2015 at West Fargo City Hall. Members present were: Sharon Odegaard, Ken Zetocha, Kathy Scully, and Jeff McCracken. Commissioner Rheault was absent. The meeting was called to order by Chair Sharon Odegaard.

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

Addition – West Fargo Fireman’s Ball

Commissioner Zetocha made a motion, seconded by Commissioner McCracken to approve minutes of the July 8, 2015 meeting as presented. All board members present voting aye; motion carried.

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

Approve Bills (\$852,630.48)
Monthly Report

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

Tim Solberg (City of West Fargo Senior Planner) discussed an upcoming comprehensive plan. The last plan was in 2008. The City is looking for a partnership which requires a small financial commitment. Mr. Solberg said the financial commitment would not exceed 10% of the cost (or \$25,000). Although public input will be a big component of the plan, park staff and board are invited to be involved. This plan will guide land use decisions in the future. Director Erbstoesser recommends joining the project. No action is required at this point, informational purposes only.

Mr. Solberg also discussed that the City is potentially changing the land dedication zoning ordinance. The City is proposing an annual resolution setting land values. This change will alleviate the uncertainty amongst all parties (City, Park, developer). The known upfront costs will be welcomed information. Mr. Solberg said the potential ordinance change would begin in October. No action is required at this point, informational purposes only.

Randy Kramer (developer) gave an update on their Brooks Harbor development. The West Fargo School District has approached them in regards to a potential school site. The potential general layout consists of a school, park, Nokomis, townhomes, and a Veterans Memorial. No action is required at this point, informational purposes only.

Justin Odegaard discussed his Odegaard Preserve Subdivision. Commissioner Odegaard said she will not vote on this item due to the conflict of interest (son). Mr. Odegaard is in the West Fargo Extraterritorial Area. The subdivision, which is 2.75 acres, is being rezoned from agricultural to rural residential. The park dedication requirement is .275 acres. Commissioner Zetocha recommended cash in lieu.

Commissioner Zetocha made a motion, seconded by Commissioner McCracken to accept cash in lieu for Odegaard Preserve Subdivision. Commissioners Scully, McCracken, and Zetocha voting aye; Commissioner Odegaard abstaining; motion carried.

Director Erbstoesser discussed the pledge portion of the West Fargo Baseball Legion Turf Project. John Shockley (Ohnstad Twichell) crafted an agreement which states that it is a pledge commitment, not a cosign commitment. Director Erbstoesser read through the agreement and recommended approval. Commissioner Odegaard reminded everyone of the strong history between the two entities (Park and West Fargo Baseball).

Commissioner Scully made a motion, seconded by Commissioner McCracken to approve the resolution authorizing the joint venture with West Fargo Baseball and pledging funds to complete the improvement. Commissioners Zetocha, Scully, McCracken, and Odegaard voting aye; motion carried.

Business Manager Germundson presented an overview of the 2016 budget. The total mills levied for 2016 will be around 29.95. The value of one mill for 2016 is \$112,915. The taxpayer should see little to no change in their property taxes (assuming their tax value has stayed the same).

Commissioner Zetocha summarized the sub-committee meeting, which discussed the 2016 budget. Business Manager Germundson reviewed the salary schedules. Along with previously discussed salary adjustments, there were also recommended salary freezes. Primarily due to longevity, certain employees are over the salary range. Commissioner Rheault and Commissioner Zetocha recommended salary freezes for three employees and only a 0.5% salary increase for another three employees (all in the same department).

Commissioner Zetocha made a motion, seconded by Commissioner Scully to approve the 2016 preliminary budget as presented with total expenditures of \$7,564,575. A public hearing will be held at 6:00 on September 9, 2015 at West Fargo City Hall to approve the final budget. Commissioners McCracken, Zetocha, Scully, and Odegaard voting aye; motion carried.

Director Erbstoesser mentioned that the November Park Board meeting is scheduled for Veterans Day (November 11th). The office is closed that day. It was suggested to move the meeting to the following Wednesday to November 18th. Commissioner Zetocha made a motion, seconded by Commissioner Scully to move the November Park Board meeting to November 18th.

Director Erbstoesser presented the West Fargo Fireman's Ball contract. The Veterans Memorial Arena rental will be on September 19, 2015. Director Erbstoesser recommended approval.

Commissioner Scully made a motion, seconded by Commissioner McCracken to approve the contract as presented. Commissioners Zetocha, Scully, McCracken, and Odegaard voting aye; motion carried.

The meeting was adjourned.

Chair Sharon Odegaard

Clerk Justin Germundson