



The West Fargo Park Board met at 5:30 p.m. on Wednesday, March 11, 2020 at Rustad Recreation Center. Members present were Todd Rheault, Chris Heise, Ken Zetocha, and Jake Lauritsen. Vice President Jeff McCracken was absent. President Rheault called the meeting to order.

Commissioner Zetocha made a motion, seconded by Commissioner Heise to approve the order of the agenda with the following change – switch item #1 and #2. No opposition; motion carried.

Commissioner Zetocha made a motion, seconded by Commissioner Heise to approve minutes of the February 12, 2020 meeting. No opposition; motion carried.

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

- a. Bills = \$178,402.04
- b. Monthly Report

No opposition; motion carried.

Capital Improvement Agreement Proposal

Executive Director Erbstoesser discussed the proposal from Zerr Berg Architects for preliminary project estimation and design for Veterans Memorial Arena and Rustad Recreation Center. The cost is \$2,500 for each site. Executive Director Erbstoesser said these estimates are for future planning purposes. President Rheault said with the possible VMA expansion, there would be opportunities for partnerships between West Fargo Schools and West Fargo Parks. Jim Jonas (West Fargo School Board) spoke on possible future athletic amenity needs at West Fargo High School. Park Operations Manager Mathern discussed the proposal from JLG Architects for the preliminary project estimation and design for the Maintenance Facility. The cost is \$9,500. President Rheault said his priorities in order were Maintenance Facility, Veterans Memorial Arena, and Rustad Recreation Center. Finance Director Germundson requested use of the Capital Improvement Fund for these fees. Commissioner Zetocha made a motion, seconded by Commissioner Lauritsen to approve the capital improvement preliminary estimate and design proposals from Zerr Berg Architects and JLG Architects as presented and to use the Capital Improvement Fund for such fees. No opposition; motion carried.

Vending Contract

Events and Concessions Specialist Styf reviewed the request for proposals. Nugget Vending submitted the only proposal. The contract is for 3 years with the option of additional years. Nugget Vending is our current vendor and has been for decades. Events and Concessions Specialist Styf recommended approval. Commissioner Heise made a motion, seconded by Commissioner Lauritsen to approve the vending contract with Nugget Vending as presented. No opposition; motion carried.



Field Use Agreement

Executive Director Erbstoesser presented the agreement. It defines the facilities, sets priorities in scheduling, and gives specifics for park use and policies. Fee implementation will be in 2021. Commissioner Lauritsen made a motion, seconded by Commissioner Zetocha to approve the field use agreement as presented. No opposition; motion carried.

Rustad Rental Contract

Executive Director Erbstoesser presented the West Fargo Sheyenne Post Graduation Party contract. The "after hours" rental is for May 31 – June 1, 2020. Executive Director Erbstoesser recommended approving the contract. Commissioner Lauritsen made a motion, seconded by Commissioner Heise to approve the Rustad rental contract as presented. No opposition; motion carried.

Reports

Executive Director Erbstoesser:	foundation first meeting on April 1
Facility Manager Olson:	upcoming events at VMA
Park Operations Manager Mathern:	outdoor rinks closed, new assistant park foreman
Recreation / Rustad Manager Belisle:	not present

Meeting adjourned.

A large, stylized handwritten signature in black ink, appearing to read "Todd Rheault", written over a horizontal line.

President Todd Rheault

A smaller, stylized handwritten signature in black ink, appearing to read "Justin Germundson", written over a horizontal line.

Clerk Justin Germundson