

Horace Park Board Meeting

Monday October 24, 2022 – 5:30 P.M.

Fire Hall Event Center – 413 Main Street

Meeting Items

- A. Call to Order
- B. Approve Order of Agenda
- C. Approve Minutes – September 26, 2022 (pages 2 – 3)

Consent Agenda (approve the following)

- a. Bills – \$33,367.32 (pages 4 – 6)
- b. Financial Report

Regular Agenda

- 1. Lost River West Addition – Jack Dwyer
 - a. Discussion
- 2. Sparks Addition – Jack Dwyer
 - a. Discussion
- 3. Engineer Report – Jim Dahlman
 - a. Future Improvements
 - i. Freed Park
 - ii. Independence Park (page 7)
 - b. Capital Improvement Plan
 - i. Update
- 4. Warming House Plan – Olsen
 - a. Discussion
- 5. Portfolio Assignments – Olsen
 - a. Discussion
- 6. Board Member Report
- 7. Recreation Report
- 8. Clerk Report – Germundson (page 8)
- 9. Non-Agenda Items
- 10. Adjourn

HORACE PARK BOARD MINUTES

The Horace Park Board met at 5:30 p.m. on Monday, September 26, 2022 at the Fire Hall Event Center. Members present were Jason Olsen, Shannon Kist, Alex Kjelland, Paige Shockman, and Wade Frank. President Frank called the meeting to order.

Commissioner Kist made a motion, seconded by Commissioner Olsen to approve the order of agenda. No opposition. Motion carried.

Commissioner Olsen made a motion, seconded by Commissioner Kjelland to approve minutes of the August 22, 2022 meeting as presented. No opposition. Motion carried.

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

- a. Bills = \$11,525.71
- b. Financial Report

No opposition. Motion carried.

Lost River West

Brock Wieber (Dwyer Law Office) presented a preliminary plat for discussion purposes. Commissioners had questions regarding the planned natural grasses. Informational only. No action required.

Lakeview Addition

Andrew Thill (Lowry Engineering) reviewed the future potential project for the new commissioners. The updated estimate is now at \$2.9M, but there are many variables involved. President Frank requested the amphitheater site to be multi-use. Informational only. No action required.

Board Member Reports

Commissioner Shockman gave a positive update on the use of the Meadowlark Park hockey rink. Commissioner Olsen is working on board portfolios.

Recreation Report

Not present.

Clerk Report

Jim Dahlman (Interstate Engineering) will get quotes for two options at Adelman Park (not present, email).

HORACE PARK BOARD MINUTES

2023 Annual Budget

At 6:00 p.m., the public hearing began for the approval of the 2023 annual budget. Clerk Germundson discussed the budget with a presentation. Resident Stephanie Landstrom requested to keep the mills at 17.50. Residents Ron Erickson and Julie Hochhalter had general budget comments and questions. At 6:31 p.m., the public hearing closed. Commissioner Olsen made a motion, seconded by Commissioner Kjelland to approve the 2023 annual budget with expenditures of \$610,000 and to set the 2023 annual levy at \$580,450. No opposition. Motion carried.

Non-Agenda Items

Nothing to report.

Meeting adjourned at 6:36 p.m.

President Wade Frank

Clerk Justin Germundson

10/17/22
19:16:25

HORACE PARKS
Claim Approval List
For the Accounting Period: 10/22

Page: 1 of 3
Report ID: AP100V

* ... Over spent expenditure

Claim/	Check	Invoice	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
309	83279	10/05/22	1 Cass County Electric freed	297.90 109.00*			4030		451200	351		101000
	160739	10/05/22	restrooms	23.15*			4030		451200	351		101000
	1085070	10/05/22	lions	30.00*			4030		451200	351		101000
	1172715	10/05/22	meadowlark	135.75*			4030		451200	351		101000
	Total for Vendor:			297.90								
310	18205	09/25/22	52 Cass Rural Water Users District meadowlark	2,557.07 2,540.68			4030		451200	494		101000
	18206	09/25/22	meadowlark	16.39			4030		451200	494		101000
	Total for Vendor:			2,557.07								
308	11052-00		22 City of Horace service; freed bldg	108.26 70.16*			4030		451200	351		101000
	44227-00		service; meadowlark bldg	38.10*			4030		451200	351		101000
	Total for Vendor:			108.26								
313	MP409444	09/30/22	2 Forum Communications Co. final budget	42.12 42.12*			4030		451000	380		101000
	Total for Vendor:			42.12								
311	71061	09/30/22	53 Jiffy Jon's toilets; independence	501.00 167.00			4030		451200	494		101000
	71062	09/30/22	toilets; lions	167.00			4030		451200	494		101000
	71063	09/30/22	toilets; terra gardens	167.00			4030		451200	494		101000
	Total for Vendor:			501.00								
314	45	10/12/22	81 Kenny's Tree Care tree removal; independence	3,000.00 3,000.00			4030		451200	494		101000
	Total for Vendor:			3,000.00								
307	10/14/22	20 bonds; int	45 UMB Bank	26,760.00 18,968.75*			5011		490000	720		101000
	10/14/22	21 bonds; int		7,791.25*			5021		490000	720		101000
	Total for Vendor:			26,760.00								

10/17/22
19:16:25

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Claim/	Check	Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
312	798460741	09/30/22	64 Xcel Energy lost river n; gas	100.97			4030	451200	351	101000
	798510311	09/30/22	lost river s; gas	38.95*			4030	451200	351	101000
				62.02*						
			Total for Vendor:	100.97						
			# of Claims	8	Total: 33,367.32		# of Vendors	8		

10/17/22
19:16:26

HORACE PARKS
Fund Summary for Claims
For the Accounting Period: 10/22

Fund/Account		Amount
4030 GENERAL FUND		
101000 Cash Account		\$6,607.32
5011 MEADOWLARK PARK DS		\$18,968.75
101000 Cash Account		
5021 TERRA GARDENS DS		\$7,791.25
101000 Cash Account		
Total:		\$33,367.32

From: Justin Germundson
Sent: Tuesday, October 18, 2022 3:38 PM
To: dusty.vosberg@interstateeng.com
Subject: RE: Independence Park Survey

Hey Dusty,

I'm the clerk for Horace Parks. Todd forwarded your email to me. Attached is the signed proposal for Independence Park.

Justin Germundson
Clerk
Horace Parks
Direct: 701-551-7119

Justin Germundson
Finance Director
West Fargo Parks
Direct: 701-551-7119

From: Todd Pillen <tpillen@cityofhorace.com>
Sent: Tuesday, October 18, 2022 8:13 AM
To: Justin Germundson <justin@wfparks.org>
Subject: Fw: Independence Park Survey

From: Dusty Vosberg <dusty.vosberg@interstateeng.com>
Sent: Monday, October 17, 2022 11:35 AM
To: Todd Pillen <tpillen@cityofhorace.com>
Subject: Independence Park Survey

Todd,

Attached is a survey proposal I have prepared for the survey of Independence Park. When I spoke to you on the phone, I mentioned that this would generally be a \$2,500 survey (ballpark). After further research, I am finding out that almost all of the original monumentation as shown on both plats has been obliterated and no longer in place. This complicates the survey processes which results in additional field work to resolve the plat boundaries and the parcels contained within. With that being said, we propose to provide the services listed in the attached proposal at our hourly rates with an estimated amount of \$3,800 to \$6,800.

If you find this proposal to be acceptable, please sign, date, and return the attached to either my email or the hard copy can be dropped off at our office.

If you have any questions, please don't hesitate to call, text, or email me.

Thank you,

Dusty Vosberg, PLS
Professional Land Surveyor
Interstate Engineering

p: (701) 642.5521 c: (701) 640.9423

a: 1999 4th Street North, Suite A, Wahpeton,
ND 58075

w: interstateeng.com

2023 Contract

Horace Park District Field Usage Contract

Fee schedule:

Freed fieldLions park

Game \$100

Game with lights \$150

Concessions \$50

Practice days \$30 ea.

If more than 3 times a week \$100 weekly

Game \$75

Practice days \$25 ea.

If more than 3 times a week \$75 weekly

I TODD RHEAULT am with West Fargo Baseball requesting to rent
 field space from the Horace Park District starting this day 4/24/2023 - July 21st ^{NOT Inclusion}
 until July 21st ^{w/o July 4}. Days and times are as follows M/T/W/Th
 from 5:00 - 9:00. For the purpose of (practice or a game) practice
 at Lions field for the amount of \$ 75⁰⁰ Week x 12 Weeks
\$ 900.⁰⁰

I agree to pay the required payment prior to or on the day of use according to the fee schedule
 set forth by the Horace Park District.

Board member or Park Manager signature _____ date _____

Renter signature  date 8-15-2022

I have been notified that the Horace Park District is not liable in the event of any injury to person (persons) or damage to personal property or
 renters equipment at said time I have rented field space for the purpose of recreational or sports use. I will notify the proper person or
 (persons) of any hazard or maintenance needed of something owned or maintained by the Park District.