



**Horace Park Board Meeting
Monday, June 23, 2025 – 5:30 P.M.
Horace Meeting House – 7951 Jack's Way #116**

Meeting Items

- 1. Call to Order**
- 2. Approve Order of Agenda**
- 3. Approve Minutes – May 28, 2025 (2 – 4)**

Consent Agenda

- 1. Bills – \$38,412.24 (5 – 8)**
- 2. Financial Report (attachment)**

Regular Agenda

- 1. Recognition of Audience / Public Comment**
- 2. Engineering Report – Dahlman**
- 3. Non-Agenda**
 - a. Additional business or items for discussion not included on the agenda.
- 4. Adjourn**



The Horace Park Board met at 5:30 p.m. on Wednesday, May 28, 2025 at the Horace Meeting House. President Frank Called the meeting to Order. In attendance were Jason Olsen (5:37pm), Shannon Kist, Paige Shockman, and Wade Frank. Alex Kjelland was not present.

Meeting Items and Consent Agenda

Motion: Approve the Order of the Agenda with the Addition of Freed Park Sponsorship.

1st Motion: Commissioner Shockman

2nd Motion: Commissioner Kist

Action Taken: Motion carried. No opposition.

Motion: Approve April 28, 2025 Minutes.

1st Motion: Commissioner Kist

2nd Motion: Commissioner Shockman

Action Taken: Motion carried. No opposition.

Motion: Approve Consent Agenda with Bills (\$42,081.25) and Financial Report.

1st Motion: Commissioner Shockman

2nd Motion: Commissioner Kist

Action Taken: Motion carried. No opposition.

1. Public Comment Period Policy

Clerk Germundson said SB2180 requires political subdivisions to have a formal policy for public comment periods.

Motion: Approve the Public Comment Period Policy as presented.

1st Motion: Commissioner Shockman

2nd Motion: Commissioner Kist

Action Taken: Motion carried. No opposition.

2. Recreation Update

Lance Belisle (West Fargo Parks) gave an update on events and registrations. Commissioner Shockman presented a Social Media Management Services proposal from Paul Hankel (City of Horace Communications Specialist). This independent contractor agreement covers June 2025 – September 2025 for \$6,000.



Motion: Approve the Social Media Management Services proposal upon review from Recreation staff.

1st Motion: Commissioner Kist

2nd Motion: Commissioner Shockman

Action Taken: Motion carried. No opposition.

3. Freed Park Sponsorship

Tim Gauer (West Fargo Softball) requested permission to sell naming rights to various components of Freed Park.

Motion: Allow West Fargo Softball to sell naming rights to Freed Park field (\$15,000 minimum), outfield, dugout, batting cage, scoreboard, and storage shed.

1st Motion: Commissioner Shockman

2nd Motion: Commissioner Olsen

Action Taken: Motion carried. No opposition.

4. Lost River West Special Assessments Estimates

Jim Dahlman (Park Engineer) presented estimates for the local assessments (\$458,999) and regional assessments (\$819,000) for Lost River West Addition.

5. Lost River West Addition

Jack Dwyer not present. The park parcel is around 15.7 acres.

Motion: Approve Lost River West Addition plat with park dedication as presented.

1st Motion: Commissioner Olsen

2nd Motion: Commissioner Kist

Action Taken: Motion carried. No opposition.

6. Inflatables Waiver Agreement

The purpose of this policy is to establish guidelines for the use of inflatable play equipment on park property.

Motion: Approve Inflatables Waiver Agreement with two-week liability insurance notice change.

1st Motion: Commissioner Shockman

2nd Motion: Commissioner Kist

Action Taken: Motion carried. No opposition.



7. Terra Gardens Green Space Repair Plan

Commissioner Shockman received complaints regarding weeds and lack of grass along with concrete issues at the playground. Micah Fraase will handle these issues.

8. Independence Park Update

Eric Larson (Interstate Engineering) said the NDPR grant was denied. Concept #1 was the favored layout to proceed.

9. Parks Facility Planning Next Steps

Dave Wiosna (Interstate Engineering) reviewed the proposal and the seven tasks.

Motion: Approve the Park Planning Services proposal for \$26,000.

1st Motion: Commissioner Shockman

2nd Motion: Commissioner Olsen

Action Taken: Motion carried. No opposition.

10. Engineering Report

Park Engineer Dahlman discussed future development progress for Sparks Addition, Energy Park, and Oak Valley.

11. Board Member Reports

Commissioner Shockman requested a board retreat. President Frank discussed the budget. Micah Fraase requested a large mower in the 2026 budget. Clerk Germundson requested board input for the 2026 budget.

12. Non-Agenda Items

Nothing to report.

Meeting adjourned 7:22 p.m.

President Wade Frank

Clerk Justin Germundson

06/18/25
07:58:01

HORACE PARKS
Claim Approval List
For the Accounting Period: 6/25

Page: 1 of 4
Report ID: AP100V

* ... Over spent expenditure

Claim/	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
638			1 Cass County Electric	413.68						
		83279 06/06/25 freed		148.00			4030 451200	351		101000
		160739 06/06/25 independence		23.15			4030 451200	351		101000
		1085070 06/06/25 lions		30.00			4030 451200	351		101000
		1172715 06/06/25 meadowlark		212.53			4030 451200	351		101000
		Total for Vendor:		413.68						
648			33 Cassandra Oney	39.77						
		1078839 05/24/25 timecards reimb		39.77			4030 451200	420		101000
		Total for Vendor:		39.77						
640			119 CI Sport	1,218.25						
		875233 05/14/25 staff		349.05			4030 451400	500		101000
		875469 05/19/25 t-ball		408.00			4030 451400	500		101000
		875533 05/20/25 baseball		186.20			4030 451400	500		101000
		875892 05/27/25 staff		7.50			4030 451400	500		101000
		875929 05/28/25 sports sampler		230.00			4030 451400	500		101000
		876553 06/09/25 staff		37.50			4030 451400	500		101000
		Total for Vendor:		1,218.25						
639			22 City of Horace	760.87						
		11096-00 05/29/25 service; freed		641.44			4030 451200	351		101000
		11052-00 06/02/25 service; freed		77.22			4030 451200	351		101000
		44227-00 06/02/25 service; meadowlark		42.21			4030 451200	351		101000
		Total for Vendor:		760.87						
652			124 Clark Nelson	60.00						
		06/16/25 inter to pickleball		60.00			4030 451400	109		101000
		Total for Vendor:		60.00						
644			123 FM Pickleball Club	60.00						
		05/21/25 intro to pickleball		30.00			4030 451400	109		101000
		06/16/25 inter to pickleball		30.00			4030 451400	109		101000
		Total for Vendor:		60.00						

06/18/25
07:58:01

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
637		53 Jiffy Jon's 77384 05/31/25 ind, lions, terra Total for Vendor:	516.00 516.00 516.00			4030		451200	494		101000
647		106 Kailen Mattern 05/21/25 51 mileage; may Total for Vendor:	35.70 35.70 35.70			4030		451400	500		101000
646		94 MaryAnn Donnay 05/21/25 intro to pickleball Total for Vendor:	60.00 60.00 60.00			4030		451400	109		101000
650		24 Ohnstad Twitchell, PC 203643 06/12/25 general services Total for Vendor:	91.00 91.00 91.00			4030		451000	380		101000
641		120 Paul Hankel 1 06/01/25 social media management Total for Vendor:	1,500.00 1,500.00 1,500.00			4030		451000	109		101000
649		121 Paul Hankel 05/24/25 social media budget allocation Total for Vendor:	500.00 500.00 500.00			4030		451000	380		101000
651		125 Shawn Zander 06/16/25 inter to pickleball Total for Vendor:	60.00 60.00 60.00			4030		451400	109		101000
645		122 Terri Walker 05/21/25 intro to pickleball Total for Vendor:	60.00 60.00 60.00			4030		451400	109		101000
642		72 West Fargo Public Schools 250388 06/02/25 kid ventures ad Total for Vendor:	75.00 75.00 75.00			4030		451400	500		101000

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643			113 Widmer Roel	32,879.03						
	359235	04/30/25	2022 audit; final	15,260.00		4060	451000	631		101000
	359235	04/30/25	2023 audit; to date	633.22		4060	451000	631		101000
	359526	05/31/25	2023 audit; final	16,985.81		4060	451000	631		101000
			Total for Vendor:	32,879.03						
636			64 Xcel Energy	82.94						
	929924579	06/03/25	8873 lost river n; gas	35.54		4030	451200	351		101000
	929940787	06/03/25	8873 lost river s; gas	47.40		4030	451200	351		101000
			Total for Vendor:	82.94						
			# of Claims	17	Total:	38,412.24	# of Vendors	17		

Fund/Account		Amount
4030 GENERAL FUND		
101000 Cash Account		5,533.21
4060 RECREATION FUND		
101000 Cash Account		32,879.03
Total:		38,412.24