

## HORACE PARK BOARD MINUTES

The Horace Park Board met at 7:00 p.m. on Monday, November 25, 2019 at Horace City Hall. Members present were Julie Dahlin, Shannon Kist, Sarah Jacobson, and Wade Frank. Commissioner Chad Urness was absent. President Frank called the meeting to order.

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

Commissioner Dahlin made a motion, seconded by Commissioner Jacobson to approve the minutes of the October 28, 2019 meeting as presented. No opposition; motion carried.

Commissioner Dahlin made a motion, seconded by Commissioner Jacobson to approve the following items on the Consent Agenda – Expenses of \$2,845.65 and Treasurer’s Report. No opposition; motion carried.

Chase Hoffman gave an update on the Scout project. There have been weather delays with the tree planting. Mr. Hoffman will request additional funds in the spring when the project is complete.

Jack Dwyer (developer) discussed Lost River Park. The park is in the final planning stages.

Jack Dwyer (developer) discussed Terra Gardens Park. The park details are a work in progress.

Jack Dwyer (developer) discussed Lakeview Addition. The development is north of Wall Avenue and east of County Road 17. There will be a park located in this development. The park details are a work in progress.

Chris Mack (Design Resources Group) presented South Farms First and Second Addition. Commissioner Dahlin made a motion, seconded by Commissioner Kist to accept park dedication (.42 acres) as presented in Southdale Farms First Addition with cash in lieu payment (1.36 acres) owed for park improvements. No opposition; Commissioner Urness absent; motion carried. Commissioner Kist made a motion, seconded by Commissioner Jacobson to accept park dedication (10.89 acres) as presented in Southdale Farms Second Addition. No opposition; Commissioner Urness absent; motion carried.

Nothing to report for board member reports.

Meeting adjourned.

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President Wade Frank

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Clerk Justin Germundson

## Justin Germundson

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**From:** Justin Germundson  
**Sent:** Thursday, December 19, 2019 8:47 AM  
**To:** Wade Frank  
**Subject:** RE: agenda notice

I have not heard from Jack or Andrew so I would assume we will approve plans in January. I don't think we will be ready until late this spring on our side so I don't see any issues with waiting until January to approve their plans.

I definitely agree about the 2020 Summer Programs on the agenda. I did not hear anything back regarding my email I sent to Julie a few weeks back about the use of Freed Field. I took the initiative and found an organization that would use Freed Field every Monday – Thursday nights from 5:00 – 9:00 along with some weekends. Obviously this would need board approval, but we can potentially lock up a huge user of those fields. That's why I sent out that earlier email. I want to know who, if they are paying, and how much any other user is using. We might need to make some hard decisions and move existing schedules around to get that field to maximize its use and exposure. We need to look at the bigger picture and get things going out there. We can talk more in detail at the meeting.

In regards to the online registration system. I can talk to my people here about the system we use. We use Active Net for our website. My initial thoughts are we should hold off doing an online system until we can get an updated website. I would suggest updating the website and rolling out the online registration at the same time – goal of spring 2021? We could do a mass media blitz and drive people to the new website and show them all the new capabilities. Without updating the website and the features I feel doing the online registration now is like putting a new engine into an old car. I think we allocate funds to do it right one time instead of piecing it together. It will cost some money, but I want the user to have an easy, good experience at our site or else they will not use it. We can talk more in detail at the meeting.

So as of now the agenda would look like this:

1. Summer Programming
2. Technology Improvements
  - a. Website
  - b. Online Registration
3. Board Member Reports

I will try to get the agenda out today, but I am swamped at work. It will go out tomorrow at the latest.

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

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**From:** Wade Frank <wfrank@cityofhorace.com>  
**Sent:** Wednesday, December 18, 2019 8:42 AM  
**To:** Justin Germundson <justin@wfparks.org>  
**Subject:** Re: agenda notice

I'd have to check my notes, but weren't we expecting to approve the plans for Meadowlark Park at this meeting?

I haven't received any other requests, but I think we should put the 2020 Summer Program on the agenda. Julie and Shannon said earlier this year that they wanted to get started on setting up the program sooner this year so I want to have the discussion as a reminder. I'd also like to look into hiring someone to set up an online registration system for us (maybe the City can do that?) Can you look into that before the meeting?

Sarah emailed me last week to let me know she won't be at the meeting. I haven't heard from anyone else.

Thanks

Wade

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**From:** Justin Germundson <[justin@wfparks.org](mailto:justin@wfparks.org)>  
**Sent:** Tuesday, December 17, 2019 4:43 PM  
**To:** Wade Frank <[wfrank@cityofhorace.com](mailto:wfrank@cityofhorace.com)>  
**Subject:** agenda notice

A reminder I am sending out the agenda later this week so let me know of anything you want added. I don't have anything on my end as of now.

**Justin Germundson**  
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