

FARGO PARK DISTRICT  
701 MAIN AVENUE  
FARGO ND 58103



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**FACILITIES COMMITTEE MEETING**  
**Wednesday, June 29, 2022; 8:00 a.m.**  
Fargo Park District Board Room  
701 Main Avenue, Fargo

**Board Committee Members:**  
***Vicki Dawson & Dawn Morgan***

**AGENDA**

1. Continue discussion on a two-sheet ice facility in collaboration with Angel Hockey and Fargo Youth Hockey Association; Dave Leker, presenter.
2. Review consideration of Gift Agreement between Cass Clay Disc Golf Club and the Fargo Park District; Dave Bietz, presenter.
3. Review request to solicit for bids for the Sports Arena Roofing Project; Dave Bietz, presenter.
4. Review request to solicit for bids for the Metro Recreation Center Roofing Project; Dave Bietz, presenter.
5. Other

***Next Fargo Park Board Meeting: July 12, 2022; 5:30 p.m.***  
***Next Budget/Facilities Committee Meeting: July 27, 2022; 8:00 a.m.***



## MEMORANDUM

DATE: June 22, 2022

TO: Fargo Park Board Facilities Committee

FROM: Dave Leker, Executive Director

RE: Agenda Item No. 1 – Continue discussion on a two-sheet ice facility in collaboration with Angel Hockey and Fargo Youth Hockey Association

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We would like to continue discussing future Ice Facility needs for the Fargo community. A kickoff meeting was held on June 1, 2022 with representatives from the Fargo Park District, Fargo Youth Hockey Association and Angel Hockey. The focus of this meeting was to gather information from each group and discuss working together on a facility, associated with the new Fargo Parks Sports Complex, that will benefit everyone's needs.

Discussion items included:

1. Number of Ice sheets for replacement and future needs
2. Design scope for future facility
3. Potential public and private funding
4. Construction timeline

At the Park Board meeting on June 14, 2022, the Board directed the staff to secure a proposal for a pre-design study and bring initial findings to the June 29 Facilities Committee Meeting and options to move forward with constructing a two-sheet ice facility connected to the Fargo Parks Sports Complex. The pre-design study will include two parts, a pre-design layout and a pre-design estimate as part of part one. We will need to discuss these very preliminary numbers of part one and how best to move forward with part two.

We will also need to discuss participation numbers, programming options, operational expenses, funding options and timeline.

A preliminary predesign layout and estimate along with potential programming options are still being worked on and will be brought to the Facilities Committee for discussion.

If you should have any questions, feel free to contact me prior to the meeting.

Thank you.

**Dave Leker, Executive Director**  
**PARK COMMISSIONERS – Vicki Dawson \* Joe Deutsch \* Stacey Griggs \* Dawn Morgan \* Jerry Rostad**  
**CLERK – Dave Leker**



## MEMORANDUM

DATE: June 22, 2022

TO: Fargo Park Board Facilities Committee

FROM: Dave Bietz, Parks Director

RE: Agenda Item No. 2 – Review consideration of Gift Agreement between Cass Clay Disc Golf Club and the Fargo Park District

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Staff has been working with the Cass Clay Disc Golf Club on a gift agreement. The disc golf club desires to donate 18 new DGA Mach 5 Disc Golf Baskets for Trollwood Park. The cost of the donated Golf Baskets is \$7695.82. The agreement includes specific language to address the request of the disc golf club to donate the old golf baskets to the Casselton Park Board for the establishment of a disc golf course in Casselton.

The Park District will agree to install the improvements under the terms and conditions of the gift agreement attached to this memo. The Park District shall notify the Cass Clay Disc Golf Club at least fourteen (14) days prior to the removal of the existing 18-disc golf baskets at Trollwood. Cass Clay Disc Golf Club, or Casselton Park Board, will be obligated to pick up the existing baskets from Trollwood after removal.

The Park District agrees it will use its best efforts to maintain the Disc Golf Baskets for a period of not less than ten (10) years.

If you should have any questions, please feel free to contact me prior to the Meeting.

Thank you.

## **GIFT AGREEMENT**

**THIS AGREEMENT** (The “Agreement”) is made this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, by and between **Cass Clay Disc Golf Club**, 301 5<sup>th</sup> Ave E, West Fargo, ND 58078 and **THE FARGO PARK DISTRICT OF THE CITY OF FARGO**, a municipal subdivision and a park district under Chapter 40-49 NDCC, whose office address is 701 Main Avenue, Fargo, ND 58103 (“Park District”).

**WHEREAS** the Park District owns and operates a park which is located in North Fargo (“Trollwood Park”) and

**WHEREAS** the Cass Clay Disc Golf Club desires to donate 18 new DGA Mach 5 Disc Golf Baskets at Trollwood Park, and to donate the old baskets to the Casselton Park Board.

**WHEREAS**, the Park District has agreed to install the improvements herein described under the terms and conditions of this Gift Agreement.

**NOW, THEREFORE, IN CONSIDERATION** of the above recitals, it is agreed as follows:

1. Gift. The Cass Clay Disc Golf Club agree to purchase (18) Disc Golf Baskets, as a gift, an amount equal to the cost of \$7695.82 for (18) Disc Golf Baskets for Trollwood Park. The Cass Clay Disc Golf Club is asking to receive the existing 18-disc golf baskets at Trollwood. The Cass Clay Disc Golf Club will donate these baskets to the Casselton Park Board in Casselton North Dakota.

2. Gift Schedule. The gift to be made by Cass Clay Disc Golf Club to the Park District shall be paid as follows:

a. The Cass Clay Disc Golf Club will purchase 18-disc golf baskets and have the baskets shipped to the Park District.

3. Cass Clay Disc Golf Club’s Obligations for Existing Baskets. The Park District shall notify Cass Clay Disc Golf Club at least fourteen (14) days prior to the removal of the existing 18-disc golf baskets at Trollwood of the day(s) which the Park District will be removing the existing baskets. Cass Clay Disc Golf Club, or Casselton Park Board, will be obligated to pick up the existing baskets from Trollwood after removal. The Park District shall use its best efforts to not damage or destroy any of the existing baskets but cannot guarantee there will not be damage with the removal.

4. Maintenance. The Park District agrees that it will use its best effort to maintain the Disc Golf Baskets for a period of not less than ten (10) years

The expense of maintaining the Disc Golf Baskets and installation of the baskets shall be at the sole cost and expense of the Park District. The Park District agrees to maintain the Disc

Golf Baskets and the site in accordance with and in similar manner it maintains other disc golf facilities within the Park District system.

5. Hold Harmless. The Park District agrees to hold the Cass Clay Disc Golf Club harmless from and against any and all claims that may arise as a result of the site preparation, the installation of the Disc Golf Baskets and the use of the Disc Golf Baskets as part of the Park District program. The Cass Clay Disc Golf Club shall have no liability for any additional costs or any damage to person or property resulting from the construction and/or later use of the disc golf baskets.

6. Charitable Donation. The Park District represents to the Cass Clay Disc Golf Club that it is a municipal corporation under North Dakota law. The Cass Clay Disc Golf Club agree that they will consult with their tax advisors as it relates to the donation contemplated in this Agreement.

7. Entire Agreement. This Agreement constitutes the entire and complete agreement between the Cass Clay Disc Golf Club and the Park District and supersedes any prior oral or written discussions between the parties, or their representatives, with respect to the gift contemplated herein and the gift of 18 Disc Golf Baskets at Trollwood Park. No change in the terms and conditions of this Agreement shall be enforceable unless in writing and duly executed by the Cass Clay Disc Golf Club.

8. Binding Effect. All provisions of this Agreement shall be binding upon and incur to the benefit of the parties and their respective heirs, personal representatives, successors, and assigns, specifically it being understood the Park District will be commencing actions necessary to make final determinations on the site preparation for adding the disc golf baskets.

9. Controlling Law. This Agreement has been made and entered into under the laws of the State of North Dakota and the laws of North Dakota shall control its interpretation.

10. Time is of the Essence. The parties expressly agree that time shall be of the essence in the performance of the parties under this Agreement.

IN WITNESS WHEREOF, the parties hereto have entered into this Agreement the day and year first above written.

CASS CLAY DISC GOLF CLUB

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Kalen Hogan

THE FARGO PARK DISTRICT

By: \_\_\_\_\_  
Its: President

By: \_\_\_\_\_  
Its: Clerk



## MEMORANDUM

DATE: June 22, 2022

TO: Fargo Park Board Facilities Committee

FROM: Dave Bietz, Parks Director

RE: Agenda Item No. 3 - Review request to solicit for bids for the Sports Arena Roofing Project

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The roof on the Sports Arena has been planned to be replaced. In alignment with our Procurement Policy, Policy No. 390, we are requesting permission to publicly bid the Sports Arena Roofing project. Funds for this project were budgeted in the 2022 capital budget. We are asking the Committee to move to the full board for consideration to approve the public bid for this project. Staff is still working out the details of the design of the roof replacement, so we do not yet have a timeline for a bid opening.

If you should have any questions, please feel free to contact me prior to the Committee Meeting.

Thank you.



## MEMORANDUM

DATE: June 22, 2022

TO: Fargo Park Board Facilities Committee

FROM: Dave Bietz, Parks Director

RE: Agenda Item No. 4 - Review request to solicit for bids for the Metro Recreation Center Roofing Project

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The roof at the Metro Recreation Center has sustained damage during a wind event on the 13<sup>th</sup> of May. Staff has worked with local contractors to secure the roof membrane temporarily but have been told the roof needs replacement and it should be replaced prior to the winter season. In alignment with our Procurement Policy, Policy No. 390, we are requesting permission to publicly bid the Metro Recreation Center Roofing project. Funds for this project have not been budgeted, but we are planning to utilize the dollars saved from the reduction of the Osgood Slope Project as well as funds saved because of the grant from ND Parks and Recreation Park District Revitalization Grant.

Potential Timeline:	Bid opening	August 4 <sup>th</sup>
	Review Bids at Facility Meeting	August 31 <sup>st</sup>
	Consideration of bids at Board Meeting	September 6th

If you should have any questions, please feel free to contact me prior to the Committee Meeting.

Thank you.