

FACILITIES COMMITTEE MEETING NOTES

Wednesday, August 31, 2022; 11:00AM, Depot Board Room

Attended: Commissioner Dawn Morgan, Commissioner Joe Deutsch, Commissioner Vicki Dawson, Commissioner Aaron Hill, Commissioner Jerry Rostad, Dave Leker, Carolyn Boutain, Dave Bietz, Broc Lietz, Kevin Boe, Luke Evenson, Katie McCormick, Kelly Kuntz, Rob Remark (JLG Architects), Jodi Plecity, Sarah and Arlin Fisher, Paul Noah, Cindy Boettcher

Absent: Brian Arett

Update on Garden of Healing at Urban Plains Park current and future phases.

Kevin Boe, Jodi Plecity and Sarah and Arlin Fisher, presenters.

With the completion of Phase 1, Jodi, Sarah and Arlin would like to ask for the approval to construct a structure to the east of the existing Garden of Healing at Urban Plains Park. The intent for the new structure (The Phone to Nowhere but Everywhere) would be to create a private and secure area for the public to make a phone call to relatives and loved ones who have passed away.

The structure would consist of concrete and looks like stone. The structure would be about 20 ft long and 10 ft wide. There would be 4 ft walkways and an access way out. There could be LED lighting and plantings on top of the columns. The only maintenance would be a UV coating every 5 years or so.

Commissioner Dawson asked who would be responsible for the maintenance of the structure during the winter months. Dave Bietz stated that this park is 3rd on our priority list, and we don't have the labor force.

Commissioner Rostad thinks the concept is a wonderful idea and interesting but would like to see a master plan.

Arlin stated they are working with Confluence and it would be a \$60,000 project that would not begin this year. Arlin also thought of connecting with the Angel of Hope as an option. Commissioner Deutsch stated we just want it on paper and in writing to have a starting point. There is a memo of understanding for phase 2 and this could be added and then brought back to the commissioners for further discussion.

Commissioner Morgan asked about the entrance to the park and that is on the south side at 51st street into phase 1 of the garden.

Kevin Boe will continue working with the Garden of Healing staff getting the master plan and details for the memo of understanding and returning to the commissioners in the near future.

Update on pre-design of Phase II of Fargo Parks Sports Complex and discuss scope of Phase II. Dave Leker and Rob Remark, JLG Architects, presenters.

Continued discussion on the scope of what Phase II would include. Rob remark with JLG provided a ROM (Rough Order Magnitude) estimate for the two packaged levels of scope.

1. Reduced Scope to include (4) hardwood courts, (1) sheet of ice, (2) community rooms and backup generator to provide power and lower utility rates for the entire facility.
2. Full Scope to include (4) hardwood courts, (2) sheets of ice, (2) community rooms, (6) pickleball courts, indoor play area with associated birthday rooms and backup generator to provide power and lower utility rates for the entire facility.

In both of the above options there are code implications. The goal of the design team is to make it feel as one building and treat it as one building.

Rob also included a list of amenities and estimates if packaged separately. The costs of each of these options include all the soft costs.

Dave Leker mentioned that with the playground and birthday party rooms that there are concerns of the supervision of the youth, and this could require someone to monitor this. There are also several options to consider for the youth during the winter season.

Commissioner Morgan stated that the reason this expansion came up was due to the need for additional ice, and she is in support of the second option.

Commissioner Hill inquired on the building times and if one of these options will be built at the same time. Phase 2 can be started while working on phase 1.

Commissioner Rostad asked about cost reductions while phase 1 is getting built now and Rob stated that is possible when adding on with phase 2. The square footage also seems high and what is factored in is that these items have been previously bid from a year ago and there have been unprecedented escalations now.

Regarding the generators, option 1 provides a quicker ROI and for option 2 it doesn't create the value as quickly. There is a 30-year lifespan on the generator, and it becomes more of a value if it would last longer than 30 years.

Commissioner Dawson asked if there are incentives to put in the generators with programs, grants, etc.. This is something that would be investigated.

Commissioner Hill asked if there would need to be any changes to phase 1 if we go ahead with phase 2, and Rob stated there is, but very strategic changes.

Commissioner Deutsch would opt for option 2. This could bring in more corporate sponsors, and have full tournaments with volleyball, pickleball, and basketball.

Commissioner Rostad stated after talking with people he has received a lot of encouragement and good feedback to get option 2 completed. Commissioner Dawson also agreed and hasn't had any negative feedback, and she would like action taken as quickly as possible to get moving on option 2.

Commissioner Morgan prefers option 2 but would like to see continuity in the designs and try keep all the amenities if possible.

Broc Lietz reminder everyone that we are currently in the 60-day probation period and nothing can be formally approved until that ends.

Once the scope has been set, we can move forward with Part 2 of the Pre-Design Study. This will take a deeper look at design and will include working with the engineers (civil, structural, electrical and HVAC) to provide a more detailed estimate for the project. This work would take place in September and be reviewed at the September Facilities Committee Meeting.

The Direction that was given is to do additional research prior to the October 4th Park Board meeting.

Review updated Policy for use of Fargo Park District Golf Courses by the Public and Non-Public High Schools. Carolyn Boutain, presenter.

Throughout the summer discussions have been held between the golf pros, high school golf coaches and directors. The original policy was adopted in 1999.

The reasons for the updates include:

- 1) The age of the policy
- 2) Since 1999 six golf teams have been added due to three public high schools opening in Fargo and West Fargo- Davies, Sheyenne, and Horace
- 3) Team sizes are growing at the high schools to 30-40 students trying out.
- 4) The student's skills vary. They may have no golf experience or be a season pass holder.
- 5) Post-COVID players have continued to fill tee times between 3:30-8:00 pm when golf teams practice

The proposed updates are as follows:

- In regard to the policy name, we propose removing the name Fargo and just using Public and Non-Public High Schools in the name of the policy since we entertain West Fargo schools
- Charging a flat fee for the use of the golf courses per team per season that would include
 - Up to three tee times per day
 - Average of three days per week available for tee times

- Four players per tee time
- Six-week season
Using the current 18-hole twilight rate
- Apply a 75% discount

Teams will be limited to 20 player's total with a tournament fee of \$60.00 per team and this would include any range practice balls. Golf carts are not included in any fee.

Commissioner Deutsch asked how its decided what school uses which course? The coaches have worked out the schedules and requested what course they prefer with the golf pros.

Commissioner Dawson asked if we are prioritizing the Fargo schools, and there is no priority list at this time.

The current fee is \$630.00, and the new fee will be \$1309.50.

The committee recommended this item for the consent agenda at the September 6th, 2022 Park Board meeting.

Review employee one-time inflationary compensation adjustment.

Broc Lietz, presenter

To remain competitive in the local market and positively impact employees of the Fargo Park District, administration is recommending a one-time inflationary adjustment for all regular fulltime employees.

It is recommended that the inflationary adjustment be paid on 09/30/2022, which provides relief to employees while market conditions are most unstable. The adjustment will not be added to base pay, nor will the inflationary adjustment affect the proposes 2023 salary recommendation.

Employees that are not eligible are:

- Seasonal Employees
- Franchise Players
- Regular Part-time Employees
- Any employee who has a resignation date or retirement date before 09/30/2022.

Commissioner Deutsch, along with Commission Dawson, Commissioner Rostad, and Commissioner Morgan expressed that this was a good idea and will truly impact the people that need it most.

The Committee is in favor of the inflationary one-time payout and recommends it be brought forward to the full board for consideration and approval on September 6th, 2022.

Review recommendation for Yunker Farm Master Plan consultant.

Carolyn Boutain, presenter.

The Park District advertised Requests for Proposals (RFP) for Master Planning Services for Yunker Farm. RFP was advertised on July 13, 20, and 27, 2022. Proposals were to be submitted on August 3, 2022.

Six Master Planning Services for Yunker Farm proposals were received. After the interviews, staff recommend Norris Design for Master Planning Services for Yunker Farm. Bill Mahar will be the Principal in Charge. The base price is \$85,800 with two alternate deliverables for Conservancy Park Comparative Analysis and study of grant funding resources for a cost of \$2,200 for both deliverables.

The committee recommended this item for the consent agenda at the September 6th, 2022 Park Board meeting.

Review request for an easement from PKG Contracting.

Dave Bietz, presenter.

Staff received a request from Darin Pfingsten who is the president and owner of PKG Contracting in Fargo to obtain permission to add on to his parking lot at his place of business. PKG contracting is located at 4301 South University Drive. PKG shares a property line with our South Maintenance facility. Mr. Pfingsten is asking for an easement that is approximately 25 feet by 100 feet in length.

Mr. Pfingsten is offering to pay for all costs associated with this, all costs associated with the construction of the parking area and the landscaping around this area as well as any and all future maintenance of this area. Mr. Pfingsten is also offering to have a clause in any agreement that would spell out his obligation to remove and return the area back to its current state should the Park District ever sell this area or develop other plans for this area.

Staff has consulted with our legal representation and if permission is granted, we would enter into a license agreement which would allow Mr. Pfingsten to start construction this year. In that agreement would be language that would require Mr. Pfingsten to do a survey and obtain the needed exact legal information and then execute an easement agreement with this information. Essentially this would happen parallel with any construction.

Commissioner Dawson asked if the owner would ever vacate the property what would happen to that easement property. Dave Bietz stated we would put that in the agreement for the easement to come back to us, also if we change our plans for this area that is would be possible that area comes back to us or can be used by us at the owners expense.

Other areas we granted easements:

- Prairiewood Meadows (widen access road)
- Red River Human Services (storm water requirements)
- Private homeowners

Included with this memo is a draft license agreement which could be executed should approval be given.

Staff recommends we allow this easement in exchange for the maintenance of the area that has been described above.

The committee recommended this item for the consent agenda at the September 6th, 2022 Park Board meeting.

Review bids for the Metro Rec Center project.

Dave Bietz, presenter.

The roof at the Metro Recreation Center has sustained damage during a wind event on the 13th 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.

The Board gave approval to bid this project at the July Park Board Meeting. A public bid was held on August 25, 2022. We had four bidders for this project. Staff recommends we award this bid to Fargo Roofing and Siding, LLC in the amount of \$943,282.20. This would be for the base bid and the performance bond. Included with this memo is a bid tab as well as a letter of recommendation from our architect.

Staff would like the Metro Rec center to remain a staple for us. Our goal would be to use the Metro Rec center as a central distribution area.

Timeline will start once approved and then staff will initiate contracts the next day and the work could start by the end of September.

The committee recommended this item for the consent agenda at the September 6th, 2022 Park Board meeting.

Discuss offer from Cass County to purchase the Robert D. Johnson Building.

Dave Leker, presenter.

Dave Leker received a call from Cass County several weeks ago inquiring about purchasing the Robert D. Johnson Building. We have had some past discussions with them regarding the potential sale of this property, but it never amounted to an offer for the property.

Some of the discussion points with Cass County included an appraisal for property from Appraisal Services Inc along with a list of Park District improvements to the building and original purchase price, which totaled \$745,000.00. This appraisal was done in 2018 and appraised in the amount of \$950,000.00.

At this time, the Park District has received a verbal offer from Cass County to purchase the Robert D. Johnson Building in the amount of \$ 750,000.00. The City of Fargo values this property at \$1.12M.

Commissioner Hill asked how many tenants were at this facility and Kevin Boe will check on that.

The tenants do pay rent and we have leases with all the tenants.

We would like permission to continue formal discussions with Cass County regarding the sale of this property and draft a purchase agreement. This agreement would be brought to the September Facilities Committee Meeting for review.

The Committee did recommend further discussion with the county regarding the price offered and bring to the September Facilities Committee meeting.

Review Easement Agreement between YMCA Cass and Clay Counties, Fargo Park District and Metro Sports Foundation, Inc.

Broc Lietz, presenter.

YMCA of Cass and Clay County is acquiring land described in the easement and attached documents for the purpose of constructing a new daycare facility and parking lot. The easement among the parties is to provide overflow access to Metro Sports Foundation for event parking and operation of Scheels Arena.

We are a party to the easement as the owner of the land for which Scheels Arena sits. This easement also provides additional access to the Park District for events at Scheels Arena and Urban Plains Park should it be needed. There is no cost to these improvements to the Park District nor any maintenance costs moving forward.

The easement agreement has been reviewed by legal counsel of the Park District without concern.

The Committee recommends this item be brought to the full board for consideration and approval on September 6th, 2022.

Other- Island Park Pool Project Update

Dave Leker, presenter.

As we move into the design phase of the Island Park pool project there are two types of construction systems for pools.

- Typical shotcrete, which is a concrete type of system with a 1-year warranty
- Myrtha system (Component type system) and this system has a 15-year warranty

The cost savings and additional warranty with possibly quicker construction time the Myrtha system seems to be the better option of the two.

With no further questions, the meeting adjourned at 1:40 PM

Notes submitted by: Cindy Boettcher, Administrative Specialist

Next Fargo Park Board Meeting: September 6, 2022; 5:30 p.m.

Next Facilities Committee Meeting: September 28, 2022; 11:00 a.m.