

Planning Committee Meeting Minutes
Wednesday, February 18, 2026; 8:15 am
Fargo Parks Sports Center
Alex Stern Boardroom

Present: Vicki Dawson, Jerry Rostad, Joe Deutsch, Aaron Hill, Zoe Absey, Susan Faus, Dave Bietz, Jayne Gust, Tyler Kirchner, Stephanie D'Ambrosio, Cassie Doll, Kenna Krchnavy, Tony Schmitt, Kali Mork, Kelly Kisell

Courts Plus Facility and Maintenance Update

Kelly Kisell, presented

- Training/Lessons Policy: Only Courts Plus–employed or contracted pros may give private lessons. Casual tips between partners are fine; enforcement targets obvious commercial training (e.g., standing and instructing only, buckets of balls, repeated sessions).
- Cleaning & Maintenance: Courts are scrubbed once every 3 weeks and swept daily. Added larger trash cans, nightly garbage checks, HVAC noise/heat fixes, painting and repairs throughout, and scheduled carpet cleaning. Roof/insulation issues will likely require a future capital project.
- Equipment & Checklists: About \$50K/year for equipment; cardio replaced on a 10–12-year cycle; older weight machines gradually replaced. New staff checklists and supervisor priority lists in place.
- Surveys & Branding: Quarterly member surveys guide priorities; cleaning scores trending positive. Surveys are being standardized with marketing for consistent branding.
- Usage & Revenue Trends: Memberships declining slightly after a post-COVID high, affected by new competitors and seniors moving to insurance-based programs. Tennis and playground usage down; working on marketing and pricing (especially for playground and birthday parties). Courts Plus still compares well to local competitors. Considering a “home pool” concept with optional paid upgrades to access all pools.

Review Charitable Gaming Funds and Establish Funding Priorities

Craig Bjur, presented

- Gaming launched in April 2025; with 4 sites it's expected to contribute about \$117K to the trust in 2025.
- Scholarships in 2025 totaled about \$86K, now including adults; fully funded by gaming plus events/grants.
- Board feedback:

- Keep scholarships as the primary use of gaming funds for now.
- Revisit precise percentages and possible caps after 1–2 more years of data.
- Continue exploring grants for other projects so foundation dollars can stay focused on access and equity.

Consideration of North Maintenance Shop Fence Improvement Project Bids

Tony Schmitt, presenter

- Bids for the North Maintenance Shop Fence Improvement Project were received and publicly opened on Wednesday, February 4, 2025, at 1:00 p.m., at the North Maintenance Shop. Attached to this memo is the bid tabulation.
- Bids were received from Absolute Fence in the amount of \$87,760, Precision Fence in the amount of \$66,803, Newman Fence in the amount of \$64,033.50, and Dakota Fence in the amount of \$38,849. After reviewing the bid information, staff recommend awarding the bid to Dakota Fence in the amount of \$38,849. The bid met all specifications, is the lowest bid, and is within the budgeted amount of \$60,000 for this project

The committee recommends moving this to the full board and placing it on the Consent Agenda for consideration and approval.

Consideration of Lindenwood Park Bike Rental Shelter Improvement Project Bids

Tony Schmitt, presenter

- Bids for the Lindenwood Park Bike Rental Shelter Improvement Project were received and publicly opened on Wednesday, February 4, 2025, at 1:30 p.m., at the North Maintenance Shop. Attached to this memo is the bid tabulation.
- Bids were received from Crouch Recreation in the amount of \$70,147, My Turn Playsystems in the amount of \$69,810, WRD Dakota in the amount of \$61,303.63, and Park and Play U.S.A. in the amount of \$57,864. After reviewing the bid information, staff recommends awarding the bid to Park and Play U.S.A. in the amount of \$57,864. The bid met all specifications, is the lowest bid, and is within the budgeted amount of \$70,000 for this project.

The committee recommends moving this to the full board and placing it on the Consent Agenda for consideration and approval.

Consideration of Pepsi Soccer and North Softball Complexes Shelter Improvement Project Bids

Tony Schmitt, presenter

- Bids for the Pepsi Soccer and North Softball Complexes Shelter Improvement Project were received and publicly opened on Wednesday, February 4, 2025, at

2:00 p.m., at the North Maintenance Shop. Attached to this memo is the bid tabulation.

- Bids were received from Crouch Recreation in the amount of \$183, 884, WRD Dakota in the amount of \$124,396.73, and Park and Play U.S.A. in the amount of \$118,083. After reviewing the bid information, staff recommends awarding the bid to Park and Play U.S.A. in the amount of \$118,083. The bid met all specifications, is the lowest bid, and is within the budgeted amount of \$140,000 for this project. Two (2) 20' x 20' shelters will be installed at each location for a total of four (4) shelters as part of this project.

The committee recommends moving this to the full board and placing it on the Consent Agenda for consideration and approval.

Consideration of Security Staffing Services Bids

Kali Mork, presenter

- The need for security staff during peak hours has been discussed, this will help handle incidents and deter them from starting. They will be stationed at the Welcome Desk and be able to view the security cameras. The hours will depend on season and events.
- Bids for security staffing services for the Fargo Parks Sports Center were received and publicly opened on Thursday, February 5, 2026, at 2pm at the Sports Center. Bids were submitted by ASP of Moorhead, General Security Services Corporation, Allied Universal and Signal Security of North Dakota.
- Staff recommends awarding the bid to General Security Services Corporation. While their submitted hourly rate is 50 cents higher than the lowest bidder for guards equipped with OC spray, cuffs and a baton, their rate of \$34/hour is still within the budgeted amount of \$40/hour for this service and their overall score is significantly higher than the lowest bidder.

The committee recommends moving this to the full board and placing it on the Consent Agenda for consideration and approval.

Request to apply for a Garrison Diversion Grant on behalf of Post 2 Baseball for the backstop netting project at Jack Williams

Dave Bietz, presenter

- Jack Williams Stadium Netting: Park District would like apply for a Garrison Diversion grant on behalf of Post 2 to extend backstop netting dugout-to-dugout; no new district capital dollars requested beyond staff time.
- The project cost is estimated to be \$91,819. We will apply for a grant in the amount of \$22,954 which is 25% of the total project. Post 2 will utilize funds from other grants received from the Hector Foundation and the CVB to fund the remaining project cost.

The committee recommends moving this to the full board and placing it on the Consent Agenda for consideration and approval.

Consideration of 2026 Pavement Improvement Project - Parking Lots Bids

Tyler Kirchner, presenter

- Four bids were received, three were opened for the 2026 Projects: (1) Northern Improvement Company with a bid amount of \$698,206.45; (2) Border States Paving, Inc. with a bid amount of \$718,915.60; and (3) Earthwork Services with a bid amount of \$765,230.50.
- Upon review of the bids, staff recommends awarding the bid to Northern Improvement Company in the amount of \$698,206.45. The bids met all specifications, is the lowest bid and within our concrete/pavement improvements budget of \$1,500,000.00. The project includes three areas which are the area in front of the Sports Arena, Longfellow parking lot-the north half of it will be removed and replaced. The parking lot west of Lindenwood Rotary playground will be removed and replaced.

The committee recommends moving this to the full board and placing it on the Consent Agenda for consideration and approval.

Consideration of 2026 Pavement Improvement Project - Trails and Sidewalks Bids

Tyler Kirchner, presenter

- Bids for the 2026 Pavement Improvement Project - Trails and Sidewalks were received and opened on February 12, 2026, at 1:20 P.M., online and at the MBN Office. Attached to this memo is the letter of recommendation and bid tabulation from MBN Engineering.
- Two bids were received for the 2026 Projects: (1) Roers Construction with a bid amount of \$354,105.00; and (2) Earthwork Services Inc. with a bid amount of \$405,914.00.
- Upon review of the bids, staff recommends awarding the bid to Roers Construction in the amount of \$354,105.00. The bids met all specifications, is the lowest bid and within our concrete/pavement improvements budget of \$1,500,000.00.

The committee recommends moving this to the full board and placing it on the Consent Agenda for consideration and approval.

Consideration of Oak Grove Road Replacement Project Bids

Tyler Kirchner, presenter

- Bids for the Oak Grove Road Replacement Project were received and opened on February 12, 2026, at 2:00 P.M., online and at the MBN Office. Attached to this memo is the letter of recommendation and bid tabulation from MBN Engineering.
- Five bids were received for the 2025 Projects: (1) All Finish Concrete, Inc. with a bid amount of \$760,425.00; (2) Border States Paving, Inc. with a bid amount of

\$684,527.30; (3) Roers Construction with a bid amount of \$959,988.00; (4) Earthwork Services with a bid amount of \$924,455.00; and (5) Northern Improvement Company with a bid amount of \$705,915.60.

- Upon review of the bids, staff recommends awarding the bid to Border States Paving, Inc. in the amount of \$684,527.30. The bids met all specifications, is the lowest bid and within our concrete/pavement improvements budget of \$850,000.
- We received a SRF Grant of \$300,000 from the state to help with this project.

The committee recommends moving this to the full board and placing it on the Consent Agenda for consideration and approval.

Consideration of Lions Conservancy Park Trail Extension and Trailhead Improvement Project Bids

Tyler Kirchner, presenter

- Bids for the Lions Conservancy Park Trail Extension and Trailhead Improvement Project were received and opened on February 12, 2026, at 1:40 P.M., online and at the MBN Office. Attached to this memo is the letter of recommendation and bid tabulation from MBN Engineering.
- One bid was received for the 2026 Projects: (1) Earthwork Services Inc. with a bid amount of \$474,987.00.
- Upon review of the bids, staff recommends awarding the bid to Earthwork Services Inc. in the amount of \$474,987.00. The bids met all specifications, is the lowest bid and within our concrete/pavement improvements budget of \$514,000.
- We received a RTP grant of \$239,000.

The committee recommends moving this to the full board and placing it on the Consent Agenda for consideration and approval.

Other

- Roof Leaks & Warranty: Several leaks traced to HVAC behavior and snow/ice at roof overlaps; working through McGough and system warranties. Some fixes must wait for warm weather; more issues may appear as earlier leaks are resolved.
- Playground Projects: Adventure course and two traditional playgrounds bid; only one compliant adventure-course bid, but there are multiple options for the two traditional playgrounds. Community engagement will shape final selections and colors.
- Giving Hearts Day: Strong fundraising for the Park Foundation and Valley Senior Services (VSS ~ \$57K). Personalized donor phone calls and handwritten notes were praised and will continue.

- 988 Suicide & Crisis Lifeline Signs: Park leadership and commissioners support installing 988 crisis hotline signage at Forest River, Orchard Glen, Heritage Hills and similar parks, in coordination with Cass County Sheriff and ND Dept. of Health.

Meeting adjourned at 9:45 am.

Minutes submitted by Carmen Johnson, Executive Assistant