

FACILITIES COMMITTEE MEETING NOTES

Wednesday, September 28, 2022; 11:00AM Depot Board Room

Attended: Commissioner Dawn Morgan, Commissioner Joe Deutsch, Commissioner Vicki Dawson, Commissioner Aaron Hill, Commissioner Jerry Rostad (via Teams), Dave Leker, Carolyn Boutain, Dave Bietz, Broc Lietz, Kevin Boe, Brian Arett, Paul Grindeland, Craig Bjur, Tyler Kirchner, Luke Evenson, Katie McCormick, Kelly Kuntz, Rob Remark (JLG Architects), Cindy Boettcher

Item #6 was moved up to item #2

Update on Part 2 of the pre-design for Phase II of Fargo Parks Sports Complex.

Dave Leker and Rob Remark, JLG Architects, presenters.

Rob Remark presented their findings related to Part 2 of the pre-design phase II of the Fargo Sports Complex. Part 2 includes updated drawings that show massing and adjacency of the amenities. The amenities include:

1. (4) hardwood courts
2. (2) sheets of ice
3. (2) community rooms
4. (6) pickleball courts
5. Indoor play area with (4) associated birthday rooms
6. Backup generator to provide power which will provide lower utility rates for the entire facility.

JLG also provided updated numbers for discussion. Their goal is to have the finalized estimates ready for the Park Board Packet that goes out to the Commissioners on Thursday September 29, 2022.

JLG is looking for direction on what the budget is going to be then will work to meet that budget with design and options.

There are now potential parking lots showing on the diagrams as there are certain parking requirements for building additions. There is one on the North side of the building with 320 parking stalls, and that total number may be reduced to the minimum number required.

When looking at the main entrance to the Fargo Parks Sports Complex you will see the indoor play area and that is positioned there for visibility purposes.

Commissioner Dawson asked what the distance is from the drop off area to the North door, and the driveway to the South door? Rob was not sure on the distance currently. Also, the North entrance is so far back from the corner due to costs of further extending the hallway. In regard to additional entrances that is yet to be determined as time goes on and the design phases moves

forward. Commissioner Dawson stated it would be ideal to have a shorter entrance area for drop off.

Commissioner Deutsch stated that its also important to not have stairways and bathrooms only on one end of the building and have them be more spread out throughout the building.

Commissioners will compile all the questions and comments they have and get those sent to the design team.

The Committee recommends this item be brought forward to the full board and for JLG to present an overview at the board meeting on October 4, 2022.

Update on negotiations with Youth Hockey Organizations.

Brian Arett and Craig Bjur, presenters.

Brian Arett and Craig Bjur have been meeting with Paul Noah (Angels Hockey) and Dan Ness (Fargo Youth Hockey) over the last few weeks and all parties have come to an agreement and expect to have a contract signed by the October 4th Board meeting. Dave Leker thanked all involved for acting quickly with such a quick turnaround.

Some of the key points in the agreement are:

- Need to continue using the existing ice in the metro area
- Advertising and sales for support with dasher boards, wall space, etc.
- Scheduling ice time at 875 hours at a non-prime rate

Commissioner Deutsch appreciated all the work the staff and hockey groups did and that all groups benefit from this agreement.

This item was for information only.

Review 2023 Budget.

Dave Leker and Broc Lietz, presenters.

Broc Lietz summarized the overall preliminary 2023 budget that was approved at the August 2, 2022, Park Board meeting.

Administration has made minor line-item adjustments within the budget since preliminary approval.

The general fund mill levy will be going from 14.98 to 15.98. One mill is equal to \$714,900.00. The difference in collection is approximately \$1.6M. Special assessment mill levy will go from 9.08 to 12.63 due to the 3.55 proposed mill levy increase to service the debt for phase II of the Fargo Sports Complex.

The preliminary general budget for 2023 is \$30,578,869.00.

Some items included are:

- A compensation pool of 5%, and the recommendation would be for 4% COLA and 1% for merit increase.
- Health Insurance premiums is an 18% increase in total premium, and we have a built-in employer portion of 14% to the general fund.

Commissioner Dawson asked about expenses with events and Kevin Boe said that Ana had a 2nd person at Broadway Square with her and that person will move to the events department and develop that team.

Embedded into the overall expenditure are new additional positions for a total of \$731,000 for people hired as of 01/01/2023 or after.

We are in the process now of interviewing for the Foundation Director and the Valley Senior Services Director. There will also be two Deputy Director positions and staff will be reviewing applicants and trying to narrow down to 4-6 applicants for interviews.

Commissioner Morgan asked if there were thoughts and opinions by the Park District regarding BerryDunn and the Director staff stated they liked the communication and structure. This process was good and highlighted items that need to be worked on along with learning what their strengths and weaknesses are. Now need to move forward with implementing.

Commissioner Deutsch thanked the staff for the hard work on the budget and going through the BerryDunn process and moving forward.

Broc thanked Luke and staff for all the work everyone put in working on the budget.

The annual budget hearing will be on October 4, 2022, for the purpose of public input on the 2023 budget.

The Committee recommends this item be brought forward to the full board for approval at the board meeting on October 4, 2022.

Review request to advertise for Request for Qualifications for Construction Manager at Risk for Phase II of Fargo Parks Sports Complex project.

Dave Leker, presenter.

This item is contingent on the budget being approved as is.

Staff met this week with the directors and the design team and decided that due to the tight timelines and bidding schedule they would like to go with the below timeline if approved.

- Submit legal notice on Wednesday October 5th to be published on Saturday October 8th and start the 21 day public notice for the RFQ's.
- Request to move the October facilities meeting back one week to November 2nd and the November Board meeting from November 8th to November 15th.

This would allow time to put the notice out and receive proposals with the deadline on October 31st, interview on Tuesday November 1st, and bring to the facilities meeting on November 2nd.

The Committee recommends this item be brought forward to the full board to consider for approval request to advertise at the board meeting on October 4, 2022.

Review bids for Cornerstone Bank Ice Arena LED light upgrades.

Dave Bietz, presenter.

Bids were opened for this project and there were 8 bidders. Staff recommends we award this contract to Kody's Electric LLC which had the lowest bid at \$92,447.92 and met all the qualifications.

The funds for this project are coming out of the arrangement with Cornerstone Bank. There was \$200,000 set aside for updates to the facility. We are also hopeful that we can get a grant through the ND Energy Department to help offset this cost.

The completion date for this project is July 2023.

The Committee recommends this item for the Consent agenda for approval at the board meeting on October 4th, 2022.

Review purchase of four replacement vans for Valley Senior Services.

Paul Grindeland, presenter.

There are four new vans needed at this time. Two for West Fargo and two for Fargo. These vans are purchased from the ND State Bid for \$155,392.00 along with donations from West Fargo in the amount of \$58,000 for the West Fargo vans. The Cass County Senior mill levy will also be used to purchase the other two vans for Fargo, and the State of ND matches 87.5% on the dollar.

Currently we have 13 vans we use in Fargo and West Fargo. The existing 4 vans will go to auction. Nelson Auto currently has the State contract and it will be about 4-6 months to get the vans.

The Committee recommends this item for the Consent agenda for approval at the board meeting on October 4th, 2022.

Other.

1. Review request to begin the re-organization process for the Fargo Park District as recommended by Phase I of the Strategic Plan.

The Committee recommends this item for the Consent agenda for approval at the board meeting on October 4th, 2022.

2. We have had a handful of inquiries regarding phase II of the Fargo Sports Complex funding and to make sure we are being completely transparent. Some may feel there may be a lack of communication and visibility into the fundraising to the public.

This year so far, we have raised about \$9M and in total to date \$41M has been raised.

Brian Arett and Craig Bjur will bring a full report to the board meeting on October 4, 2022.

Commissioner Morgan added an additional item and stated staff should begin looking at the contract for Broadway Square. Kevin Boe stated that is in the works now. The current contract is in effect until 01/2024.

With no further questions, the meeting adjourned at 12:50 PM

Notes submitted by: Cindy Boettcher, Administrative Specialist

Next Fargo Park Board Meeting: October 4, 2022; 5:30 p.m.

Next Budget/Facilities Committee Meeting: November 2, 2022; 3:00 p.m.