

## FACILITIES COMMITTEE MEETING NOTES

Wednesday, October 25, 2023

Depot Board Room

Attended: Commissioner Joe Deutsch, Commissioner Dawn Morgan, Commissioner Aaron Hill, Commissioner Vicki Dawson, Susan Faus, Dave Bietz, Kevin Boe, Broc Lietz, Tony Schmitt, Craig Bjur, Kali Mork, Tyler Kirchner, Luke Evenson, Randi Lichty, Chad Pfau, and Jodi Buzick

### - **Fargo Youth Baseball Update**

Susan Faus and Alex Sumner, presented. Susan introduced and welcomed Alex Sumner. Alex discussed a partnership with Sanford Health in an agreement to build an indoor facility out by the Fargo Parks Sports Center to provide year-round training and games for players in the Fargo area. Fargo Youth Baseball and Sanford would enter into a partnership to allow boys and girls to train year-round for skill development and push players to Sanford Performance for strength, speed, and agility. Sanford Health owns a piece of land next to the Fargo Parks Sports Center that would potentially donate to the Fargo Park District where this facility could be built. Alex discussed the Attic was built with the idea of two separate baseball groups. The organization has grown to over 1,000 participants. They have outgrown the attic and need more space to serve all their participants. Fargo Youth Baseball would make sure to not offer programs that would compete with offerings the Park District would have at the Fargo Parks Sports Center. They would like to have a 200-foot field with batting cages and fields, looking at 13 programs. The land being donated to the Fargo Park District is the area south which is west of the new sports center. Fargo Youth Baseball would own the building and the Fargo Park District would own the land if an agreement is reached with Sanford. Susan Faus stated there has been initial discussion with Sanford Health but will need additional conversations. Brock Lietz added to look at the pros and cons. There is a lot that works well, but to keep in mind long term risk mitigation. Dave shared in most of these agreements, the Fargo Park District either gets the land or building. We have something tangible if something falls apart. Commissioner Joe Deutsch and Commissioner Aaron Hill inquired that at this point it is a conceptual discussion. Susan stated no formal action today.

### - **Review the Red River Trail Memorandum of Understanding Agreement with the City of Fargo and Review the Bison Village Trail Memorandum of Understanding with City of Fargo**

Tony Schmitt, presented. The City of Fargo is planning to construct segments of two shared used paths in 2024 as part of the overall City of Fargo pedestrian transportation system. The two segments will be a portion of the Red River Trail and the Bison Village Trail. The City of Fargo and the Fargo Park District both own parcels on which the shared use path and other amenities will be constructed. The parties would agree to share in the responsibility of construction, inspection, and repair of the shared use path and amenities. The local cost share will be split between the City of Fargo and Fargo Park District for both projects. The City of Fargo applied and received a grant from the Federal Highway Administration for the remaining costs of the two projects. The match required for both trail segments was included in the Fargo Park District 2024 budget.

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

**Bring to full Board: November 14, 2023**

- **Permission to Apply for a Major League Baseball-Major League Baseball Players Association (MLB-MLBPA) Youth Development Foundation Grant**

Tony Schmitt, presented. The Major League Baseball and Major League Baseball Players Association Youth Development Foundation Grant offers grant opportunities to increase participation and expand access to youth baseball and softball opportunities for underprivileged youth. The Fargo Park District is planning to apply for a grant award of up to \$300,000.00 to match capital funds that are budgeted in 2024 for a field lighting project and a softball dugout upgrade at Anderson/Tharaldson Complex. If awarded, the funds would supplement the field lighting project, dugout upgrade, and allow for the improvement for four bullpen areas at two fields with portable pitching mounds and a new bullpen home plate area.

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

**Bring to full Board: November 14, 2023**

- **Request Addendum related to the Lift Station at North Softball Complex**

Dave Bietz, presented. The Water Reclamation Utility Director from the City of Fargo has put together an addendum to the existing agreement between the City of Fargo, Cass Rural Water Users District, and the Fargo Park District. The parties entered into an Agreement in 2014, which provided the City of Fargo leasing land it owns to the Fargo Park District. The Park District installed a sanitary lift station to serve the North Softball Complex. In that agreement it states the Park District is the owner of the lift station, this amendment states that the City of Fargo is the owner of this lift station. The First Addendum was amended relating to the operation, maintenance, and repair of the sanitary lift stations. The parties agreed the sanitary lift station is located on land owned by the City of Fargo and the City of Fargo be responsible for all operation and maintenance of the sanitary lift station as the owner. The Fargo Park District and Cass Rural Water District acknowledge they agree. The final step would act and have an amended agreement that spells out that change.

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

**Bring to full Board: November 14, 2023**

- **Review CC's 1<sup>st</sup> Addition Developer's Agreement**

Dave Bietz, presented. KLC Holdings, LLC is the developer for CC's 1<sup>st</sup> Addition that owns 28.48 acres of property located within the City of Fargo north of 52<sup>nd</sup> Avenue South, east of Cottagewood Park, and west of I-29. CC's 1<sup>st</sup> Addition is near existing parks and is not large enough where Fargo Park District would ask for park dedication which is typical of many of our developers' agreements. Instead, we will work for a cash in lieu payment to replace an actual land dedication. Developer is requesting and the Park District agrees to a cash payment of \$174,941.25 in lieu of land for a park dedication. The dollars will be

utilized to improve and possibly add amenities to Cottage wood Park and or The Pines Park.

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

**Bring to full Board: November 14, 2023**

- **Review Contract for Services between the Fargo Public School District and Fargo Park District for the request to install a Storywalk near Madison Elementary School**

Tony Schmitt, presented. Fargo Public School District is requesting to create a Storywalk near Madison Elementary School where members of the public can engage in an educational experience while enjoying park amenities. The Fargo Public Library has a similar story walk at Brunsdale Park on the trail. Discussed the story boards being on one side of the trail for ease of maintenance. The parties will agree on the location of the story boards. In exchange for the Fargo Park District providing use of physical space, the Fargo Public School District will provide all the materials required for the story boards. The Agreement states the Fargo Public School District will maintain the story board and if vandalized they are responsible to repair.

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

**Bring to full Board: November 14, 2023**

- **Review Title VI of the Civil Rights Act of 1964**

Dave Bietz, presented. The Civil Rights Act of 1964 ensures that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from the participation in, be denied the benefits of, or otherwise subjected to discrimination, including sex, age, disability low income, limited English proficiency discrimination, under any program or activity for which the recipient receives federal financial assistance. Staff is advocating to develop a Title VI Policy providing the Fargo Park District won't discriminate against anyone for use of our programs, facilities, or anything the Fargo Park District is involved in. Currently, there is not a great means for the public to contact us if they feel they have been discriminated against. This policy will put a process in place to allow more easily anyone to submit a complaint dealing with discrimination. Title VI is also tied into federal grants which require entities to be Title VI compliant. Staff worked with the North Dakota Parks and Recreation Department and their grant coordinator to review our documentation. Staff will work to put on the website information about Title VI and the process of how the public can contact us. The named coordinator for the Fargo Park District is the Deputy Director of Operations who will receive complaints/concerns. The Park Director is named the Specialist. The process will be to investigation and determinations will be made as to where the concern fits in the organization.

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

**Bring to full Board: November 14, 2023**

- **Review bids or the 2024 Winter Tree Pruning**

Tony Schmitt, presented. Bids were received and opened Tuesday, October 17, 2023. Two bids were received: (1) Cougar Tree Care for a total combined bid amount of \$76,612.00, and (2) Carr's Tree Service, Inc., for a total combined bid amount of \$97,440.00. Staff is recommending accepting the low bid from Cougar Tree Care. The 2024 budget amount was \$70,000.00. The \$6,612.00 overage will come from other 2024 budgeted funds for tree work.

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

**Bring to full Board: November 14, 2023**

- **Review Request to Solicit Bids for 2024 Park District Equipment**

Tony Schmitt, presented. In alignment with our Procurement Policy, Policy No. 390, staff is requesting permission to publicly bid the 2024 Park District equipment. The equipment is bid annually, and funds are included in the 2024 budget.

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

**Bring to full Board: November 14, 2023**

**Review Request to Solicit Bids for 2024 Park District Pickups**

Tony Schmitt, presented. In alignment with our Procurement Policy, Policy No. 390, staff is requesting permission to publicly bid the 2024 Park District pickups. Funds will come from the 2024 budget.

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

**Bring to full Board: November 14, 2023**

- **Review bids for Cab & Chassis 4x4 1.5-Ton and Drop Side Truck Dump Body**

Tony Schmitt, presented. Bids were received and opened Tuesday, October 10, 2023. Two bids were received; (1) Nelson Auto Center for a bid amount of \$66,948.00 for the truck, and \$34,999.00 for the truck body dump, and (2) Aspen Equipment Company for a bid amount of \$71,866.00 for the truck and \$72,165.00 for the truck dump body. Staff is recommending accepting the low bid from Nelson Auto Center. Discrepancy between the bids was due to Aspen Equipment Company bidding above and beyond the specifications by providing a stainless-steel dump box. We are utilizing Emerald Ash Borere contingency funds for this purchase.

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

**Bring to full Board: November 14, 2023**

- **Review Purchase Offer for Robert D. Johnson Building**

Susan Faus, presented. The Fargo Park District has been considering the sale of the Robert D. Johnson building. This facility was purchased originally to provide space for the FM Activity Center and some Fargo Park District offices. It was originally purchased from the Fargo School District. This was discussed at the August 26, 2023, Facilities Committee Meeting and at that time, the Park District received a verbal offer from Cass County Commission of \$750,000.00. The original appraisal at the time for the property value was \$950,000.00. The committee advised staff to seek an updated appraisal. The new appraisal listed the property at \$1,270,000.00 and the County's assessed value was \$1,094,100.00. Staff reached out to Cass County advising them of the new appraised valuation. The Cass County Commission made a formal offer of \$750,000.00. The Park Board Commissioners counteroffered for \$1,120,000.00 which Cass County Commission rejected. On October 16, 2023, the Cass County Commission updated the offer to the Fargo Park District for \$825,000.00, contingent upon an inspection. The inspection is scheduled for October 27, 2023. The Fargo Park District has been very transparent with building conditions etc. Dave Bietz added the Fargo Park District did invest and have done updates to the building, adding more improvements would be needed if the Fargo Park District was to keep the building. Commissioner Dawn Morgan discussed her conversations with the Cass County Commissioners. Susan stated both sides must compromise, and that the importance of the building as a public building can be achieved. Discussed reaching out the tenants to advise them where the Fargo Park District stands now.

The committee recommends moving to the full board for consideration and approval.

**Bring to full Board: November 14, 2023**

**NRPA Conference Update**

Staff discussed their take ways and experience from the 2023 NRPA Conference. Staff included the Park Director, IT Director, Recreation, Marketing, Concessions, and Park Board Commissioners.

Notes submitted by Jodi Buzick, Administrative Specialist