



THE REGULAR MONTHLY MEETING OF THE BOARD OF COMMISSIONERS OF THE PARK DISTRICT OF THE CITY OF FARGO WILL BE HELD ON **TUESDAY, SEPTEMBER 7, 2021 AT 5:30 P.M.** IN THE BOARD ROOM OF THE PARK DISTRICT OFFICES AT 701 MAIN AVENUE, FARGO, WITH PRESIDENT VICKI DAWSON, PRESIDING. **Please note:** This is an in person and MS Teams Live Event. Members of the public and media can view the live meeting at www.fargoparks.com/news/park-board-meeting-september-agenda

6:00 p.m. BUDGET HEARING

Consent Agenda - approve the following:

- a. Minutes - August 3, 2021
- b. August Bills
- c. Order of Agenda
- d. Approve Memorandum of Understanding with City of Fargo as it relates to 2nd Street N Floodwall project.
- e. Approve and award bid for Osgood Golf Course Driving Range Improvements.

Regular Agenda

1. Recognition of Audience/Public Comments
2. Director's Report
3. Foundation Director's Report
4. River Keepers Presentation; Christine Holland, Executive Director, River Keepers; presenter.
5. Presentation of Island Park Pool Survey results; Dave Leker and Tony Wolf, Zerr Berg Architects; presenters.
6. Board to consider approval to solicit for Request for Qualifications for Island Park Master Planning Services, Request for Proposals for Construction Manager Agent (CMA) and Design Services for Island Park Pool Renovations; Dave Leker, presenter.
7. Board to consider approval of proposed changes to Naming Policy; Carolyn Boutain, presenter.

Individuals who wish to attend Park Board meetings but need special arrangements or would like to address the Board, please contact the Fargo Park District office at 499-6060 by noon on the Monday before the Board Meeting.

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
OF THE FARGO PARK DISTRICT OF AUGUST 3, 2021**

The regular monthly meeting of the Board of Commissioners of the Park District of the City of Fargo was held on Tuesday, August 3, 2021, at 5:30 p.m. at the Fargo Park District office at 701 Main Avenue, Fargo, North Dakota and via Microsoft Teams. Present at the meeting in person were Commissioners Stacey Griggs, Vicki Dawson, Dawn Morgan, and Jerry Rostad. Present at the meeting via Microsoft Teams was Commissioner Joe Deutsch. Also present were: Dave Leker, Broc Lietz, Carolyn Boutain, Brian Arett, Dave Bietz, Kevin Boe, and attorney Jeff Gunkelman.

Approval of Consent Agenda

Commissioner Jerry Rostad moved and Commissioner Stacey Griggs seconded a motion to approve the following actions on the consent agenda:

- (a) The minutes from July 13, 2021 meeting;
- (b) The July 2021 bills;
- (c) Approval and award of bid for Brunsdale Baseball Fencing Project to Dakota Fence in the amount of \$65,298.00.
- (d) Approval of both Joint Ownership and Use Agreement with Fargo Public Schools regarding Sullair Air Compressor.

Upon call of the roll, the motion passed unanimously.

Director's Report

Dave Leker presented to the Board on this matter. It was noted that the Park District is moving forward with soliciting further public engagement for the Island Park pool project.

Foundation Director's Report

Brian Arett presented to the Board on this matter. It was noted that the Foundation is moving forward with strategic planning for the future of plans and goals of the Foundation.

Urban Woods and Prairie Initiative Program

Sarah Hewitt presented to the Board on this matter as part of an ongoing series of Park District User Groups providing the Board and the public with information about the program. It was noted that the Program started in 2016 with the goals of identifying parks along the Red River that could have restored habitats and the creation of new recreational opportunities for the community. It was noted that to date, the Program has enrolled 13 urban nature parks in Fargo totaling 308 acres with an additional 189 acres to be enrolled in upcoming years. It was noted that some of the recreational amenities associated with this program includes trail system, birding, hiking, kayaking, cross-country skiing, and snowshoe. It was noted that environmental engagement includes community science, pollinator garden planting, native seed harvest and birding walks.

No action was taken on this matter.

Approval of Recommendation from Fargo Park District Foundation on Grant Match Applications

Brian Arett presented to the Board on this matter. It was noted that the foundation received three applications and the Foundation Board was recommending only one for approval. The first application was from Red River Infinity Volleyball, Inc. to receive money for court rentals. It was noted that this does not fit within the criteria of the grant match program. The second proposal was from Green Infrastructure Design for reviewing structures within the Park District and develop an App for the Park District. It was noted that this does not fit within the criteria of the grant match program. The third application was from Tri-City United Soccer Club to purchase twenty additional soccer goals. It was noted that the goals would be available to public when the fields were not being rented by Tri-City. It was noted that the Foundation Board recommended approving this application.

Commissioner Jerry Rostad moved and Commissioner Dawn Morgan seconded a motion to approve the application to the grant match program by Tri-City United Soccer Club in an amount up to \$6,500.00 for the purchase of soccer goals. Upon call of the roll, the motion passed unanimously.

Approval of Preliminary 2022 Budget

Dave Leker and Broc Lietz presented to the Board on this matter. It was noted that staff is presenting a balanced budget for 2022. It was noted that staff is requesting that the mil levy remain the same for the general fund. It was noted that the mil levy would be increasing for the two main capital projects: the Sports Complex and Island Park Pool. It was noted that these projects would primarily be funded through general bond obligations. It was noted that some of the primary additional expenses would include the equivalent of 3.5 full-time employment positions, a 4% raise for the compensation pool, a 7% increase in health insurance, \$1,600,000 increase in capital expenditures to maintain current facilities.

Commissioner Stacey Griggs moved and Commissioner Jerry Rostad seconded a motion to approve the Preliminary 2022 Budget. Upon call of the roll, the motion passed unanimously.

At the conclusion of the above agenda items, a motion to adjourn was made and seconded, and upon unanimous consent the meeting adjourned at approximately 6:45 p.m.

Dave Leker, Clerk



MEMORANDUM

DATE: September 2, 2021

TO: Fargo Park Board Commissioners

FROM: Dave Bietz, Parks Director

RE: Consent Agenda Item No. (d) – Approve Memorandum of Understanding with City of Fargo as it relates to 2nd Street N Floodwall project

In 2017 the Metro Flood Diversion Authority constructed a flood wall on property owned by the City of Fargo and Fargo Park District, resulting in a shifting of the road and increase of land on the river side of the floodwall along 2nd Street North. Since 2017 there have been various delays for the vacation of the old 2nd Street North right of way and just recently the vacation was approved by the City Commission and it has been recorded. The replat designated the land on the river side of the floodwall as Park District property. The Diversion Authority constructed additional amenities in the vicinity of the floodwall. The Memorandum of Understanding sets out in detail the agreement between the City of Fargo and the Fargo Park District to share in the responsibility of construction, maintenance, inspection, and repair of the dedicated land and park amenities. As part of the approved vacation, the City of Fargo is also requesting two floodwall and storm sewer easements.

Staff recommends approving the Memorandum of Understanding and the two permanent flood wall and storm sewer easements.

It was recommended at the August 25, 2021, Facilities Committee Meeting to bring this to the full board for consideration and approval.

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

Thank you.

Sample Motion: I make a motion to approve the Memorandum of Understanding and two permanent floodwall and storm sewer easements with the City of Fargo as they relate to the 2nd Street N Floodwall project.

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

**MEMORANDUM OF UNDERSTANDING REGARDING CONSTRUCTION AND
MAINTENANCE**

This Memorandum of Understanding (“MOU”) is entered into between the City of Fargo, whose address is 225 Fourth Street North, Fargo, North Dakota 58102 (“Fargo”), and the Park District of the City of Fargo, whose address is 701 Main Avenue, Fargo, North Dakota 58103 (the “Park District”).

WHEREAS, North Dakota Century Code § 40-05.1-6 and Article 3 of Fargo’s Home Rule Charter authorizes Fargo to enter into contracts; and

WHEREAS, North Dakota Century Code § 40-49-04 authorizes the Park District to enter into contracts; and

WHEREAS, the Metro Flood Diversion Authority (Diversion Authority”) has constructed a flood wall on property owned by Fargo and the Park District, resulting in a shifting of the road, and increase of land on the river side of the floodwall; and

WHEREAS, Fargo has completed a replat of the property adjacent to the re-aligned 2nd Street, including the designation of the land on the river side of the floodwall as Park District land, attached as Exhibit “A”; and

WHEREAS, Diversion Authority has constructed additional amenities in the vicinity of the floodwall, including a plaza at the corner of 1st Avenue North and 2nd Street, plantings along the installed bike path, trees and native grasses, metal benches and trash receptacles, and specialty stamped concrete; and

WHEREAS, the parties have agreed to share in the responsibility of construction, maintenance, inspection, and repair of the dedicated land and park amenities, subject to the terms of this Agreement.

NOW THEREFORE, in consideration of the mutual terms, covenants, conditions, and agreements contained herein, it is hereby agreed by and between the parties as follows:

1. Construction.
 - a. The Diversion Authority has constructed a plaza on Park District Land on the North East corner of the intersection of 1st Avenue N and 2nd Street N.
 - b. The Diversion Authority placed decorative concrete East of the floodwall near the intersection of 2nd Street North and 4th Avenue North.
2. General Maintenance. Park District shall be responsible for the repair and maintenance of the improvements placed by the Diversion Authority and/or City on Park District land, except that area designated as the plaza area, including the monuments and planter beds, which will be maintained by City.

3. Ownership and Responsibility for Amenities. Park District understands and agrees that the transfer of land accomplished by the plat includes the amenities installed thereon pursuant to the contracts of the Diversion Authority and/or City, including but not limited to trees, benches, trash receptacles, native grasses and the bike trail, and that Park District accepts responsibility for the same.
4. Access. Park District agrees to ensure unimpeded access to the installed amenities for whatever purpose deemed necessary by City, including patrol, emergency access, and that necessary to maintain the lift station adjacent to the flood wall as necessary for the operation, including truck access through the plaza, as necessary. Each party will grant to the other party any and all necessary easements to enable the other party to perform their obligations under the terms of this Agreement.
5. Floodwall Responsibility. Fargo shall be responsible for the structural integrity, cosmetic repairs and maintenance of the floodwall.
6. Dispute Resolution.
 - a. Fargo and the Park District will each designate a representative who will be the party's representative with respect to any matters relating to the repair and/or maintenance of the improvements and amenities identified herein, which may be in dispute or requiring agreement under the terms of this Agreement. Such representative may be changed from time to time. The representatives will be responsible for resolving any dispute between the parties concerning this Agreement and for the preparing an annual schedule of maintenance and repairs.
 - b. If the designated representatives cannot agree with respect to any matter requiring agreement or with respect to any dispute concerning this Agreement, the parties will submit the matter to their respective Boards (or a committee established by the Board) to resolve the dispute.
7. Term. The term of this Agreement will be 10 years. This Agreement will automatically renew for successive periods of 10 years.
8. Release and Waiver. In consideration of the mutual promises of the parties and to the fullest extent permitted by law, each party assumes all risk of personal injury or death and property damage or loss from whatever causes arising while that party, its agents, employees or designees are conducting work pursuant to this MOU and each party releases the other party, its officers, employees, agents or designees relating to or arising out of that parties', agents, employees or designees work pursuant to this MOU, whether known or unknown, foreseen or unforeseen, liquidated, unliquidated, fixed, contingent, material or immaterial, disputed or undisputed, suspected or unsuspected, direct or indirect, at law or in equity, from the beginning of time, and each party understands and acknowledges the significance of such release and waiver and hereby assumes full responsibility for any injuries, damages or losses that it may incur as a result of its execution of this MOU.

9. Notice. Any notice or election required or permitted to be given or served by any party to this MOU upon any other will be deemed given or served in accordance with the provisions of this MOU if said notice or election is (a) delivered personally, or (b) mailed by United States certified mail, return receipt requested, postage prepaid, and in any case properly addressed as follows:

If to Fargo:

City of Fargo
ATTN: City Auditor
Fargo City Hall
225 Fourth Street North
Fargo, ND 58102

If to the Park District:

Park District of the City of Fargo
ATTN: Executive Director
701 Main Avenue
Fargo, ND 58103

Each such mailed notice or communication will be deemed to have been given on the date the same is deposited in the United States mail. Each such delivered notice or communication will be deemed to have been given upon the delivery. Any party may change its address for service of notice in the manner specified in this MOU.

10. Time is of the Essence. Time is of the essence of each provision of this entire MOU and of all the conditions thereof.

11. Entire Agreement. This MOU constitutes the entire and complete agreement between the parties and supersedes any prior oral or written agreements between the parties. It is expressly agreed that there are no verbal understandings or agreements which in any way change the terms, covenants and conditions set forth herein, and that no modification of this MOU and no waiver of any of its terms and conditions will be effective unless in writing and duly executed by the parties. It does not negate the parties' rights, duties and obligations under prior agreements/easements related to the floodwall, storm sewer construction and operation, and maintenance of the floodwall and storm sewer.

12. Amendments. No amendment, modification, or waiver of any condition, provision or term will be valid or of any effect unless made in writing signed by the party or parties to be bound, or a duly authorized representative, and specifying with particularity the extent and nature of such amendment, modification or waiver.

13. No Forbearance. The failure or delay of any party to insist on the performance of any of the terms of this MOU, or the waiver of any breach of any of the terms of this MOU, will not be construed as a waiver of those terms, and those terms will continue and remain in full force and effect as if no forbearance or waiver had occurred and will not affect the validity of this MOU, or the right to enforce each and every term of this MOU.

14. Remedies. Except as expressly and specifically stated otherwise, nothing herein will limit the remedies and rights of the parties under and pursuant to this MOU.

15. Binding Effect. All covenants, agreements, warranties and provisions of this MOU will be binding upon and inure to the benefit of the parties and their respective representatives, successors and assigns.

16. Governing Law. This MOU has been made and entered into under the laws of the State of North Dakota, and said laws will control its interpretation. Any litigation arising out of this MOU will be venued in State District Court in Cass County, North Dakota, and the parties waive any objection to venue or personal jurisdiction.

17. Rules of Construction. The parties acknowledge that they have had the opportunity to review this MOU, and that they have an equal bargaining position in this transaction. No rule of construction that would cause any ambiguity in any provision to be construed against the drafter of this document will be operative against any party to this MOU.

18. Representation. The parties, having been represented by counsel or having waived the right to counsel, have carefully read and understand the contents of this MOU, and agree they have not been influenced by any representations or statements made by any other parties.

19. Headings. Headings in this MOU are for convenience only and will not be used to interpret or construe its provisions.

(Signatures appear on the following pages)

Dated this _____ day of _____, 2021.

CITY OF FARGO, NORTH DAKOTA, a
municipal corporation

By: _____
Timothy J. Mahoney, Mayor

ATTEST:

Steve Sprague, City Auditor

Dated this ____ day of _____, 2021.

Park District of the City of Fargo

_____, President

ATTEST:

, Clerk

EXHIBIT "A"
Plat

PERMANENT EASEMENT
(Floodwall and Storm Sewer)

KNOW ALL MEN BY THESE PRESENTS that the **PARK DISTRICT OF THE CITY OF FARGO**, hereinafter referred to as “Grantor”, whether one or more, for and in consideration of the sum of One and no/100 Dollars (\$1.00) and other valuable consideration, to it in hand paid, the receipt whereof is hereby acknowledged, **HEREBY GRANT UNTO THE CITY OF FARGO, CASS COUNTY, NORTH DAKOTA**, a municipal corporation, its successors and assigns, hereinafter referred to as “Grantee”, a permanent and perpetual easement, under, upon and in the land hereafter described (the “Property”) for the purpose of constructing, operating, maintaining and repairing a storm sewer and floodwall, together with any and all other appurtenant structures or devices, said tracts of land being more particularly described as follows:

That part of the South 150.00 feet of Block 18, Keeney & Devitt’s Second Addition to the City of Fargo, Cass County, North Dakota, described as follows:

Commencing at the southwest corner of Block 5, North Dakota R-1 Urban Renewal Addition, said plat being on file at the Cass County Recorder’s Office, said point also lying on the northerly line of the South 150.00 feet of said Block 18; thence North 87°06’52” East, along the northerly line of the South 150.00 feet of said Block 18, for a distance of 11.37 feet to a point of intersection with the easterly line of 2nd Street North, and the true point of beginning; thence North 87°06’52” East, along the northerly line of the South 150.00 feet of said Block 18, for a distance of 109.03 feet; thence South 43°57’58” West for a distance of 52.89 feet; thence South 05°46’33” West for a distance of 67.97 feet, more or less, to a point of intersection with the northerly line of 1st Avenue North; thence North 58°41’49” West, along the northerly line of said 1st Avenue North, for a distance of 63.83 feet to a point of intersection with the easterly line of said 2nd Street North; thence North 05°46’42” West, along the easterly line of said 2nd Street

North, for a distance of 39.82 feet to a point of tangential curve to the left, having a radius of 100.00 feet; thence northwesterly, along the easterly line of said 2nd Street North and along said curve, for a distance of 28.34 feet, through a central angle of 16°14'25" to the true point of beginning.

Said tract of land contains 6,074 square feet, more or less.

The Property is pictorially represented on an Easement Plat attached hereto and incorporated herein by reference as Exhibit "A".

Grantor, its successors and assigns, hereby covenants to and with Grantee that Grantee's officers, contractors, agents and employees may, at any and all times when necessary or convenient to do so, go over and upon the Property to perform any and all acts necessary or convenient to carry into effect the purpose for which the grant is made.

Grantor, its successors and assigns, further understands and agrees that they will not disturb, injure, molest or in any manner interfere with said storm sewer or floodwall as constructed and the customary appurtenances thereto, or with material for laying, maintaining, operating or repairing the same, in, over or upon the Property, and Grantor expressly warrants and states that no buildings, trees, shrubs, sprinkler systems or other obstacles of any kind shall be placed or located upon the Property, and Grantor shall not interfere in any manner with said floodwall and storm sewer, provided that Grantee, at its own expense, shall refill any excavation it makes and level the ground thereafter, leaving the premises in as good condition as it was prior to the time of constructing said storm sewer and floodwall, and customary appurtenances thereto.

IN WITNESS WHEREOF, Grantor has set its hand and caused this instrument to be executed this ____ day of _____, 2021.

(Signatures on the following page)

Park District of the City of Fargo

By: _____
Its: Executive Director

STATE OF NORTH DAKOTA)
) ss:
COUNTY OF CASS)

On this ___ day of _____, 2021, before me, a notary public in and for said county and state, personally appeared _____, to me known to be the Executive Director of the **Park District of the City of Fargo**, described in and who executed the within and foregoing instrument, and acknowledged to me that he executed the same.

(SEAL)

Notary Public
Cass County, North Dakota

The legal description was prepared by:
James A. Schlieman
Registered Land Surveyor
LS-6086
Houston Engineering Inc.
1401 21st Ave. N.
Fargo, ND 58102
(701) 237-5065

This document was prepared by:
Nancy J. Morris
Assistant City Attorney
Erik R. Johnson & Associates, Ltd.
505 Broadway N., Ste. 206
Fargo, ND 58102
(701) 280-1901
nmorris@lawfargo.com

PERMANENT EASEMENT
(Floodwall and Storm Sewer)

KNOW ALL MEN BY THESE PRESENTS that the **PARK DISTRICT OF THE CITY OF FARGO**, hereinafter referred to as “Grantor”, whether one or more, for and in consideration of the sum of One and no/100 Dollars (\$1.00) and other valuable consideration, to it in hand paid, the receipt whereof is hereby acknowledged, **HEREBY GRANT UNTO THE CITY OF FARGO, CASS COUNTY, NORTH DAKOTA**, a municipal corporation, its successors and assigns, hereinafter referred to as “Grantee”, a permanent and perpetual easement, under, upon and in the land hereafter described (the “Property”) for the purpose of constructing, operating, maintaining and repairing a storm sewer and floodwall, together with any and all other appurtenant structures or devices, said tracts of land being more particularly described as follows:

That part of Blocks 2, 3, 4 and 5, North Dakota R-1 Urban Renewal Addition, together with part of vacated 2nd Street North, all in the City of Fargo, Cass County, North Dakota, described as follows:

Commencing at the southwest corner of said Block 5; thence North 87°06’52” East, along the southerly line of said Block 5, for a distance of 11.37 feet to a point of intersection with the easterly line of 2nd Street North, and the true point of beginning; thence North 87°06’52” East, along the southerly line of said Block 5, for a distance of 109.03 feet; thence North 43°57’58” East for a distance of 73 feet, more or less, to the westerly bank of the Red River of the North; thence northwesterly along the westerly bank of said river, for a distance of 44 feet, more or less; thence South 43°57’58” West for a distance of 129 feet, more or less; thence North 24°40’25” West for a distance of 288.34 feet; thence North 13°23’59” West for a distance of 66.50 feet; thence North 76°36’01” East for a distance of 120 feet, more or less, to the westerly bank of said river; thence northwesterly along the westerly bank of said river, for a distance of 41 feet, more

or less; thence South $76^{\circ}36'01''$ West for a distance of 113 feet, more or less; thence North $13^{\circ}23'59''$ West for a distance of 138.13 feet; thence North $32^{\circ}49'16''$ West for a distance of 47.97 feet; thence North $05^{\circ}07'39''$ West for a distance of 270.89 feet; thence North $18^{\circ}30'03''$ East for a distance of 148.76 feet; thence North $34^{\circ}05'21''$ East for a distance of 79.97 feet; thence North $27^{\circ}04'19''$ East for a distance of 88.65 feet to a point of intersection with the northerly line of said Block 5; thence South $87^{\circ}07'40''$ West, along the northerly line of said Block 5, for a distance of 7.03 feet to a point of intersection with the easterly line of vacated 2nd Street North, said point lying on a non-tangential curve, concave to the west, having a radius of 640.99 feet; thence northerly, along the easterly line of said vacated 2nd Street North and along said curve, for a distance of 19.91 feet, through a central angle of $01^{\circ}46'48''$, said curve having a chord bearing of North $01^{\circ}48'47''$ West; thence North $02^{\circ}49'53''$ West, along the easterly line of said vacated 2nd Street North, for a distance of 22.71 feet, to a point of intersection with the southerly line of said Block 4; thence North $87^{\circ}06'59''$ East, along the southerly line of said Block 4, for a distance of 31.20 feet; thence North $27^{\circ}04'19''$ East for a distance of 11.18 feet; thence North $19^{\circ}27'32''$ East for a distance of 107.96 feet; thence North $87^{\circ}06'59''$ East for a distance of 11.00 feet; thence North $16^{\circ}42'43''$ East for a distance of 42.46 feet to a point of intersection with the northerly line of said Block 4; thence South $87^{\circ}06'59''$ West, along the northerly line of said Block 4, for a distance of 74.21 feet to a point of intersection with the easterly line of said 2nd Street North; thence South $19^{\circ}27'32''$ West, along the easterly line of said 2nd Street North, for a distance of 122.31 feet; thence South $62^{\circ}55'41''$ East, along the easterly line of said 2nd Street North, for a distance of 6.00 feet; thence South $27^{\circ}04'19''$ West, along the easterly line of said 2nd Street North, for a distance of 80.00 feet; thence North $62^{\circ}55'41''$ West, along the easterly line of said 2nd Street North, for a distance of 6.00 feet; thence South $27^{\circ}04'19''$ West, along the easterly line of said 2nd Street North, for a distance of 159.70 feet to a point of tangential curve to the left, having a radius of 350.00 feet; thence southerly, along the easterly line of said 2nd Street North and along said curve, for a distance of 181.18 feet, through a central angle of $29^{\circ}39'37''$; thence South $02^{\circ}35'19''$ East, along the easterly line of said 2nd Street North, for a distance of 104.21 feet to a point of tangential curve to the left, having a radius of 1800.00 feet; thence southerly, along the easterly line of said 2nd Street North and along said curve, for a distance of 232.54 feet, through a central angle of $07^{\circ}24'07''$; thence South $09^{\circ}59'26''$ East, along the easterly line of said 2nd Street North, for a distance of 16.72 feet; thence North $76^{\circ}22'31''$ East, along the easterly line of 2nd Street North, for a distance of 23.74 feet; thence South $13^{\circ}23'59''$ East, along the easterly line of said 2nd Street North, for a distance of 114.92 feet; thence South $76^{\circ}36'01''$ West, along the easterly line of said 2nd Street North, for a distance of 14.84 feet; thence South $12^{\circ}42'41''$ East for a distance of 11.44 feet; thence South $24^{\circ}44'12''$ East, along the easterly line of said 2nd Street North, for a distance of 345.55 feet to a point of tangential curve to the right, having a radius of 100.00 feet; thence southerly, along the easterly line of said 2nd Street North and along said curve, for a distance of 4.74 feet, through a central angle of $02^{\circ}43'04''$ to the true point of beginning.

Said tract of land contains 82,597 square feet, more or less.

The Property is pictorially represented on an Easement Plat attached hereto and incorporated herein by reference as Exhibit "A".

Grantor, its successors and assigns, hereby covenants to and with Grantee that Grantee's officers, contractors, agents and employees may, at any and all times when necessary or convenient to do so, go over and upon the Property to perform any and all acts necessary or convenient to carry into effect the purpose for which the grant is made.

Grantor, its successors and assigns, further understands and agrees that they will not disturb, injure, molest or in any manner interfere with said storm sewer or floodwall as constructed and the customary appurtenances thereto, or with material for laying, maintaining, operating or repairing the same, in, over or upon the Property, and Grantor expressly warrants and states that no buildings, trees, shrubs, sprinkler systems or other obstacles of any kind shall be placed or located upon the Property, and Grantor shall not interfere in any manner with said floodwall and storm sewer, provided that Grantee, at its own expense, shall refill any excavation it makes and level the ground thereafter, leaving the premises in as good condition as it was prior to the time of constructing said storm sewer and floodwall, and customary appurtenances thereto.

IN WITNESS WHEREOF, Grantor has set its hand and caused this instrument to be executed this ____ day of _____, 2021.

(Signatures on the following page)

Park District of the City of Fargo

By: _____
Its: Executive Director

STATE OF NORTH DAKOTA)
) ss:
COUNTY OF CASS)

On this ___ day of _____, 2021, before me, a notary public in and for said county and state, personally appeared _____, to me known to be the Executive Director of the **Park District of the City of Fargo**, described in and who executed the within and foregoing instrument, and acknowledged to me that he executed the same.

(SEAL)

Notary Public
Cass County, North Dakota

The legal description was prepared by:
James A. Schlieman
Registered Land Surveyor
LS-6086
Houston Engineering Inc.
1401 21st Ave. N.
Fargo, ND 58102
(701) 237-5065

This document was prepared by:
Nancy J. Morris
Assistant City Attorney
Erik R. Johnson & Associates, Ltd.
505 Broadway N., Ste. 206
Fargo, ND 58102
(701) 280-1901
nmorris@lawfargo.com



MEMORANDUM

DATE: September 2, 2021

TO: Fargo Park Board Commissioners

FROM: Dave Bietz, Parks Director

RE: Consent Agenda Item No. (e) – Approve and award bid for Osgood Golf Course Driving Range Improvements

Osgood Golf Course Driving Range Improvements bids were received and opened August 12, 2021, at 2PM at the Park District Office. Attached to this memo is a letter of recommendation from MBN Engineering, along with the bid tab.

Five bids were received: All Finish Concrete, Inc., Northern Improvement Company, Opp Construction LLC, Accelerated Green Works, Inc., and Earthworks Services, Inc. Earthworks Services, Inc., did not include their contractor's license, so that bid was unopened and returned.

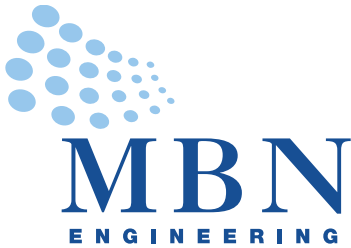
Staff recommends we accept the bid from Accelerated Green Works, Inc., with a total bid of \$73,710. This project was budgeted through 2021 capitals with a budget amount of \$70,000.

It was recommended at the August 25, 2021, Facilities Committee Meeting to bring this to the full board for consideration and approval.

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

Thank you.

Sample Motion: I make a motion to approve and award the bid to Accelerated Green Works, Inc., for the Osgood Driving Range Improvements.



August 17, 2021

Dave Bietz
Director of Operations
Fargo Park District
701 Main Avenue
Fargo, ND 58102

Subject: Fargo Park District
Osgood Golf Course Driving Range Improvements
Fargo, North Dakota
MBN Project No. 21-053

On August 12, the Fargo Park District received and publicly opened four (4) bids with one (1) bid rejected for the Osgood Golf Course Driving Range Improvement project. It is our recommendation that the Fargo Park District award the contract to Accelerated Greenworks for the total amount of **\$73,710 (Bid Schedule No.1 and No. 2 Combined)**.

Enclosed is one (1) copy of the bid tabulation for your use. If you have any questions, please contact me at 701-478-6336.

Sincerely,

A handwritten signature in blue ink, appearing to read "T. Eukel", written over a light blue circular stamp.

Tony Eukel, P.E.
Civil Engineer

enclosure



The Park District of the City of Fargo
Osgood Golf Course Driving Range Improvements Bid Schedule No. 1 Sitework
Bid Date: August 12, 2021 @ 2:00 pm

Company	Contractor's License	Bid Bond	Addendum	Bid Schedule No. 1 Sitework	Bid Schedule No. 2 Synthetic Turf
Accelerated Green Works, Inc.	49701B	X	X	\$28,080.00	\$45,630.00
All Finish Concrete	40695A	X	X	\$51,901.00	No Bid
Northern Improvement Company	13A	X	X	\$63,300.00	No Bid
Opp Construction	25425A	X	X	\$72,100.00	No Bid
Earthwork Services	No Contractors License	Bid Rejected			



MEMORANDUM

DATE: September 2, 2021

TO: Fargo Park Board Commissioners

FROM: Dave Leker, Executive Director

RE: Agenda Item No. 4 – River Keepers Presentation

At the Park Board Meeting on September 7, 2021, Christine Holland, Executive Director, with River Keepers will be giving an update on projects that River Keepers partners with the Fargo Park District on to help the community learn about the Red River, help sustain the Red River and safely enjoy it.

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

Thank you.



MEMORANDUM

DATE: September 2, 2021

TO: Fargo Park Board Commissioners

FROM: Dave Leker, Executive Director

RE: Agenda Item No. 5 – Presentation of Island Park Pool Survey results

This summer the Board directed staff to gather additional input regarding the reconstruction of the pool, concentrating on the adjacent core neighborhoods and downtown community.

The Park District sent out RFQ's to receive proposals for this work. Three quotes were received and reviewed in July. Zerr Berg Architects was the firm chosen. They completed Phase II of the community input survey and meetings on August 30, 2021.

Attached is a copy of the survey results. At the September Board meeting the results of the survey and meetings will be presented to the board by Dave Leker, Executive Director and Tony Wolf, Zerr Berg Architects.

Staff would like to initiate discussion about the scope of the Island Park Pool Amenities.

Please let me know if you have any questions, prior to the board meeting.

Thank you!

Island Park Pool Renovations | Phase II

Public Input Results



Prepared for Fargo Park District
by Zerr Berg Architects
September 1, 2021





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4	Process Overview & Project Schedule
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Process Overview

Zerr Berg Architects was hired in July of 2021 to complete Phase II of Public Engagement to solicit feedback and provide outreach for the upcoming renovations of Island Park Pool. Key drivers for the project included seeking more specific and detailed information, ideas, and community input beyond what was learned in the first phase of this project. This was done through a deeper level of outreach to adjacent neighborhoods, districts and citizen stakeholder groups.

The approach to the project included the following tactics:

Custom Website: IslandParkPool.com was secured as a domain and a public-facing, custom website was created where people could take the survey, find up-to date concept designs, see past survey results, and access the repository of information that was housed within.

Online Survey: Using the SurveyMonkey platform we gathered feedback and input on details relating to the renovations of Island Park Pool. We collected all submission ideas and aggregated all feedback and data.

Public Input Meetings: A series of two public input meetings were hosted at the Fargo Park District office. To ensure maximum attendance, meetings were held both during the day and in the evening. The option to join virtually via Zoom was also available.

Marketing and Communications: Working closely alongside the Fargo Parks marketing team, a comprehensive marketing plan was executed to support engagement and boost awareness amongst the community. A wide variety of tactics were used including various social media platforms, paid advertising, press releases, and out-of-home tactics as well as leveraging the Fargo Parks distribution channels amongst their website traffic and email subscriber list.

Project Schedule

Week of 8/2/2021

- IslandParkPool.com content is reviewed & approved by Fargo Parks, goes live
- Survey reviewed & approved by Fargo Parks, live on website
- Public Meeting Dates announced
- Communication/Marketing Plan launches (runs through 8/30)

Week of 8/9/2021

- Signage up at all pool locations
- Neighborhoods contacted

Week of 8/16/2021

- Public Meetings held in-person and virtually

Week of 8/23/2021

- Signage remains up at Island Park Pool (exterior) & Davies

Week of 8/30/2021

- Survey closes online
- Marketing Communications wrap up
- Results prepped and distributed for September Board Meeting

Week of 9/6/2021

- Results presented at September 7 Board Meeting
- Results posted at IslandParkPool.com

Detailed Marketing Communications Plan can be found in the appendix

Kickoff Meeting Minutes



510 4TH AVENUE NORTH
FARGO, ND 58102
701.280.0187
ZERRBERGARCHITECTS.COM

July 23, 2021

Island Park Pool Renovations Phase II Public Input
Fargo, ND

ZBA Project No: 21-025

Re: Kickoff Meeting Notes

1. Review Project History

- a. FPD conducted online survey and outreach through a variety of outlets including
 - i. Email distribution list
 - ii. Eblast
 - iii. Media outlets
 - iv. Paid digital ads
 - v. Social media
 - vi. FPD website
- b. Neighborhoods targeted include those closest to Island Park – Downtown, Hawthorne, Jefferson/Carl Ben
- c. Stakeholder groups included FM Gators, IPP users, Neighborhood associations
- d. Feedback from public that they wanted more opportunities to give input – in-person meetings were not held as part of Phase I due to COVID concerns
- e. Proposing a refreshed launch of outreach with new inclusion of in-person meetings open to public

2. Marketing/General

- a. Identify Stakeholder groups – similar to Phase I, with more emphasis on neighborhood groups
- b. Calendar/timeline for website, surveys, meetings
 - i. Support through website, social and PR/news, yard signs at pools with meeting info and link to survey
- c. Ann/ZBA will produce graphics/handouts
- d. Identify internal groups/committees for action items – Ann (ZBA) to coordinate with Katie, Kayle, Carolyn (FPD) on communication and marketing plan. Tony (ZBA) will facilitate communication/approvals on survey questions, public meeting dates/times, and content for public meetings
- e. Project Timelines
 - i. Aug 15 most pools close, Aug 22 Davies & IPP close
 - ii. Public input meetings week of Aug 16 – one lunch time & one evening
 - iii. IPP show Aug 28-29, would be nice to have survey open through that
 - iv. Close survey noon on Aug 30
 - v. Report to FPD by noon on Sept 1 for board to review before their Sept 7 meeting

3. Survey

- a. Cover what was done for Phase 1 – Katie to send over survey example & results to Ann

- b. Proposed questions for new survey will be put together by ZBA and sent to FPD to review and sign off on before the survey goes live
- c. Include same questions from Phase I with the option to opt out of them if the already took the first survey (all respondents will see the questions for Phase II, but only those who did NOT already take Phase I will see the Phase I questions)
- d. Methods for distributing survey - FPD website, social sites, Chamber, news outlets, direct mailings, flyers at pool, mail/email pool membership holders. Ann will coordinate with FPD marketing on approach

4. Custom Website

- a. Select URL: IslandParkPool.com was decided on, ZBA will secure the url
- b. Website to go live within the next 2 weeks
- c. The following content will be included on the website
 - i. Drawings/Design Concepts
 - ii. Link to survey
 - iii. Past survey results from Phase I
 - iv. Information on public input meetings including Zoom information to join remotely
 - v. News section for past new articles
 - vi. Timelines for the renovations – be sure to include the one season pool closing
- d. When the study is complete, that information will also be posted to the website (after ZBA/WTI presents at the board meeting)

Prepared by: Zerr Berg Architects

Online Survey Results

Q1

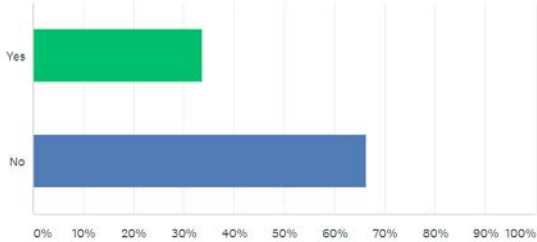
Phase I responses: 2,548

Total individuals responding to surveys across Phase I & II: 4,231

Qs2-5 showed only if response to Q1 was "NO"

Did you take the Phase I Island Park Pool Survey already?

Answered: 2,534 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	33.58%	851
No	66.42%	1,683
TOTAL		2,534

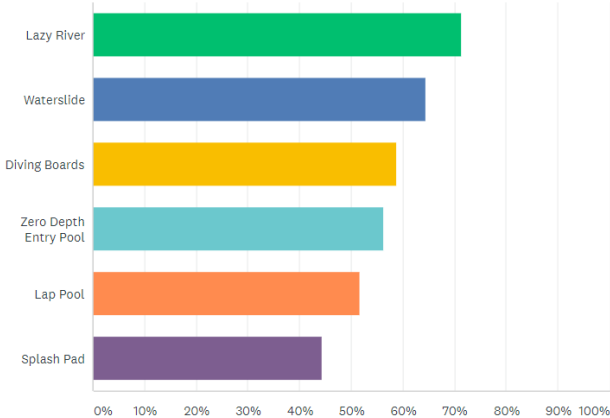
Q2

Lazy River had the strongest support with nearly 3/4 of people selecting that feature

Splash pad was the only feature that had less than 50% support, which was also reflected in other areas of the survey

Please select which possible amenities you'd like to see included as part of the Island Park Pool Renovation Project. Select as many or as few as you'd like.

Answered: 1,528 Skipped: 1,006



ANSWER CHOICES	RESPONSES	
Lazy River	71.34%	1,090
Waterslide	64.33%	983
Diving Boards	58.77%	898
Zero Depth Entry Pool	56.22%	859
Lap Pool	51.64%	789
Splash Pad	44.37%	678
Total Respondents: 1,528		

Q3

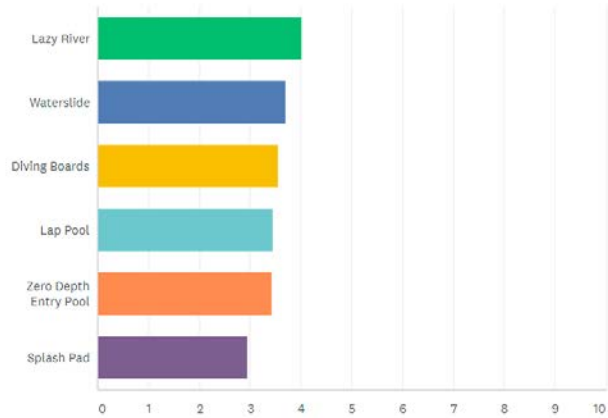
Lazy River and Lap Pool features were both ranked as the most important feature by around 1/4 of respondents.

Interestingly, the Lap Pool was also ranked as the least important feature by 1/4 of respondents, meaning the Lap Pool was either a major draw to the facility, or not at all.

The Diving Board & Waterslide features continue to rise to the top of desired features. With the Splash Pad showing the lowest desirability.

Please rank the amenities in order of the importance for inclusion at the new Island Park Pool. (1 being the highest and 6 being the lowest)

Answered: 1,525 Skipped: 1,009



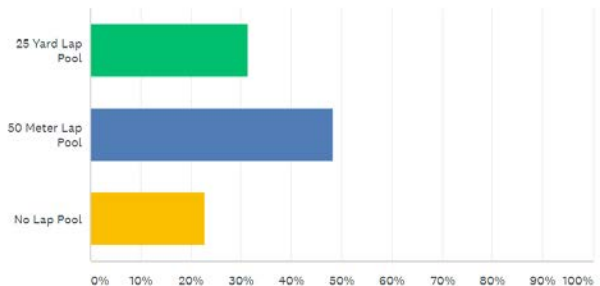
	1	2	3	4	5	6	TOTAL	SCORE
Lazy River	25.13% 374	19.35% 288	20.23% 301	14.72% 219	8.87% 132	11.69% 174	1,488	4.02
Waterslide	13.96% 208	20.81% 310	21.88% 325	18.79% 280	13.76% 205	10.81% 161	1,490	3.70
Diving Boards	16.81% 250	20.65% 307	14.26% 212	14.26% 212	18.43% 274	15.60% 232	1,487	3.56
Lap Pool	24.30% 364	13.55% 203	10.28% 154	11.28% 169	15.55% 233	25.03% 375	1,498	3.45
Zero Depth Entry Pool	14.58% 218	14.78% 221	18.53% 277	19.06% 285	18.26% 273	14.78% 221	1,495	3.44
Splash Pad	7.15% 105	12.19% 179	15.32% 225	21.03% 309	23.83% 350	20.49% 301	1,489	2.96

Q4

50 Meter Lap pool was the clear desired length of pool with nearly 50% of respondents voting in favor of keeping the current length of the lap pool.

If a lap pool were to be included in the project, which version should be at Island Park?

Answered: 1,499 Skipped: 1,035



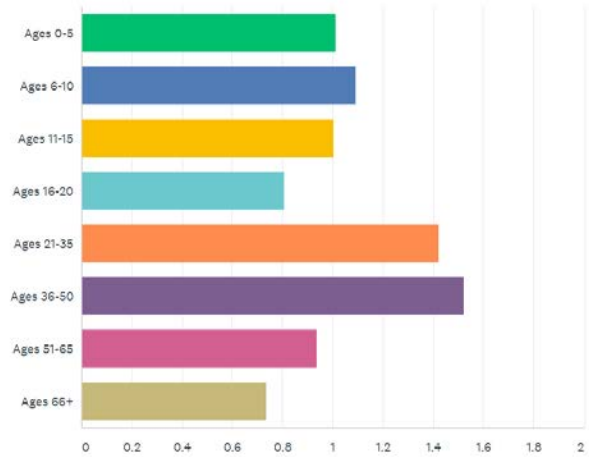
ANSWER CHOICES	RESPONSES
25 Yard Lap Pool	31.35% 470
50 Meter Lap Pool	48.23% 723
No Lap Pool	22.75% 341
Total Respondents: 1,499	

Q5

Demographic numbers indicate a majority of households with two adults and younger children were the majority of respondents.

How many people reside in your household in the following age groups?

Answered: 1,509 Skipped: 1,025



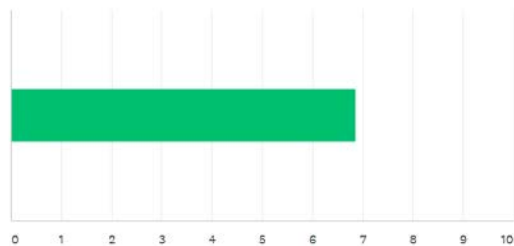
ANSWER CHOICES	AVERAGE NUMBER	TOTAL NUMBER	RESPONSES
Ages 0-5	1	667	659
Ages 6-10	1	738	677
Ages 11-15	1	599	597
Ages 16-20	1	357	442
Ages 21-35	1	1,038	730
Ages 36-50	2	1,369	898
Ages 51-65	1	390	417
Ages 66+	1	210	285
Total Respondents: 1,509			

Q6

Responses were slightly more in favor of a zero depth entry pool than what was shown in question 3 when importance of features were ranked. This indicates that although other features were viewed as more important than a zero depth entry pool, this feature still has support for inclusion.

I feel that a zero depth entry pool is a good addition (0 strongly disagree, 10 strongly agree)

Answered: 2,294 Skipped: 240



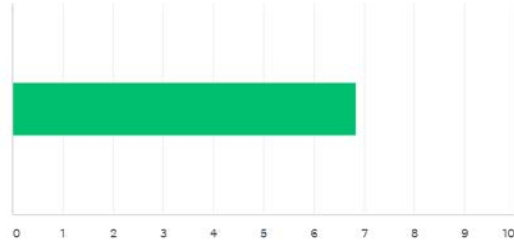
ANSWER CHOICES	AVERAGE NUMBER	TOTAL NUMBER	RESPONSES
Responses	7	15,730	2,294
Total Respondents: 2,294			

Q7

The waterslide feature had strong support by majority of people who took the survey online however there were mixed opinions on it by those attending the Open House meetings.

I feel that waterslides are a good addition(0 strongly disagree, 10 strongly agree)

Answered: 2,294 Skipped: 240



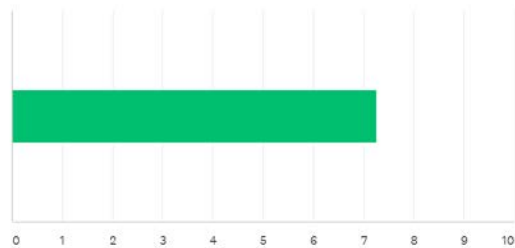
ANSWER CHOICES	AVERAGE NUMBER	TOTAL NUMBER	RESPONSES
Responses	7	15,697	2,294
Total Respondents: 2,294			

Q8

Strongest support shown of the options presented. The lazy river also had high popularity in the Open House meetings with many expressing support of this feature.

I feel that a lazy river is a good addition(0 strongly disagree, 10 strongly agree)

Answered: 2,294 Skipped: 240



ANSWER CHOICES	AVERAGE NUMBER	TOTAL NUMBER	RESPONSES
Responses	7	16,646	2,294
Total Respondents: 2,294			

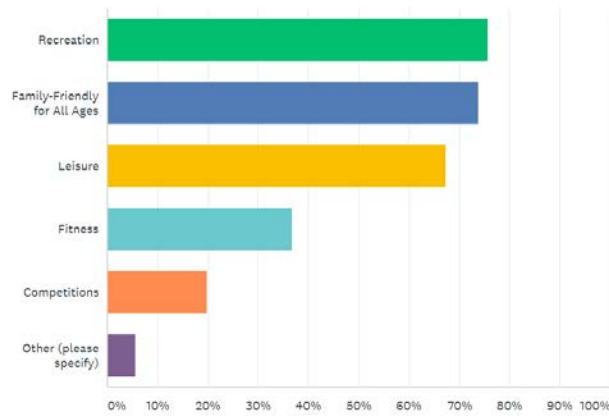
Q9

Over 3/4 of respondents are looking for recreation and a family-friendly environment out of the pool.

Responses were low for competition though the feedback to add features conducive to hosting swim meets were strong in other areas of the survey.

What benefits are you looking for at Island Park Pool?

Answered: 2,294 Skipped: 240



ANSWER CHOICES	RESPONSES	
Recreation	75.81%	1,739
Family-Friendly for All Ages	73.89%	1,695
Leisure	67.31%	1,544
Fitness	36.92%	847
Competitions	19.88%	456
Other (please specify)	Responses 5.62%	129
Total Respondents: 2,294		

Q10

Nearly 3/4 of respondents listed a Fargo area zip code.

Top 5 responses shown here.

In what ZIP code in your home located? (enter 5-digit ZIP code; for example, 00544 or 94305)

Answered: 2,294 Skipped: 240

58104	26.33%	604
58103	25.76%	591
58102	21.71%	498
58078	12.03%	276
56560	7.63%	175

Q11

Of the targeted 58103 zip code, the highest responses were from the Hawthorne district with Clara Barton a close second.

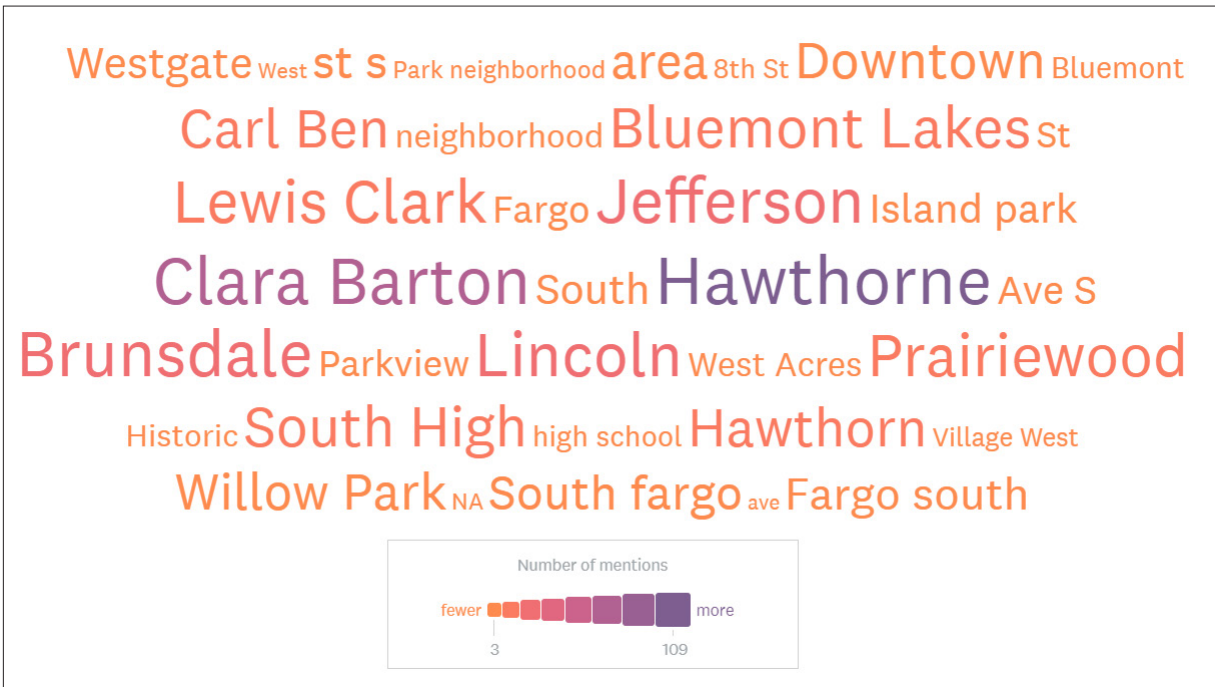
Top 5 responses shown here.

If you answered 58103 to the previous questions, which neighborhood do you live in?(leave blank if you answered differently)

Answered: 560 Skipped: 1,974



Top Neighborhoods represented from 58103 zip code



Marketing/Outreach Stats

Facebook survey post

- 18,000 people reached
- 60,000 Impressions
- 1,000 people engaged with the post (comments, likes and shares combined)
- 600 people clicked on the post to take the survey

Facebook Public Input Meeting events

- 5,000 people reached
- 15,000 Impressions
- 90 people engaged with the event
- 60 people clicked on the event to view the information in it
- 63 responses to the August 17 public meeting through the Facebook event
- 32 responses to the August 19 public meeting through the Facebook event

Emails

- August 24 - sent to all pool pass holders
 - 22% open rate
 - 12% click rate to the survey
 - Sent to 1,100 people
- August 16 - public meetings & survey news release
 - 37 % open rate
 - Sent to news media
- August 10 - email to all Fargo Park District email subscribers
 - 25% open rate
 - 15% click rate to the survey
 - Sent to 24,000 people

August 10 - survey & public meetings news release

- 33% open rate
- Sent to news media

News coverage

- WDAY
- KVLV
- KVRR
- KFGO
- Forum

Out of Home

- 20 Yard signs placed at all Fargo Public Pools

Public Meetings Comments



510 4TH AVENUE NORTH
FARGO, ND 58102
701.280.0187
ZERRBERGARCHITECTS.COM

Project No. 21-025

Subject: Public Input Meeting I – Island Park Pool Renovations Public Input

Date: August 17, 2021

24-26 guests in attendance
6 Guests attended via Zoom

The following represents our understanding of issues discussed and decisions reached. Please review for accuracy and notify this office of any modifications. Items are in no specific order. Notes taken in order of how they were discussed.

Opening Dave statement/Introduction:

- Current input from all Fargo neighborhoods. Additional input, to reach more residents of Fargo and Downtown Neighborhoods.
- Status of the pools current issues delivered to community.
- Discussion of process of RFQ and RFP for the next phases.

Slide Show Review:

- Looking at the past to what is the current Island Park Pool
- Doug reviewing features surveyed for pools.
- Doug reviewing Option 1
- Tony discussing the incorporation of the façade, and where the existing pool house would be moving to.
- Doug reviewing Option 2
- Doug reviewing Option 3
- Doug reviewing Option 4
- Tony reviewing how the park sits on the existing site
- Doug – spectator seating removal

Q&A: (Each bullet point is a different commentator; Key points have been included)

- How does this pool tie in? Can bathhouse be a 4-season facility? Make the whole pool fit into park (aesthetics).
- Adding recreational amenities, what does that do to the residents or impact on the park itself. Minimal impact is the hope.

Response: Capacity would be 1100-1200, not getting much bigger offering various amenities.

- Concern staying in original footprint –
- Document of park being gifted to the city of Fargo, resident requested access to this.
Response: Plat says park purposes solely. Making that available to public. To E-mail with request of document.

- Original survey was “flawed”. Island Park Pool “is for swimming”
Response: This is a family aquatic center oriented towards families

- Use a water park in the community – just not Island Park. Consider water park elsewhere and keep Island Park just a Pool.
- Resident moved to Fargo “because of Island Park Pool. You’ll be destroying history when renovating this pool.” Maintain something of this pool – the 70s.
- Island Park is Fargo’s “first park” – historic. Maintaining a traditional park is important; replacing the existing pool is acceptable, visual appearance would have some historic look. Tie into existing. Do not expand structure. Maintain the existing grass covered area
- Island Park Pool is “different, there is no slides. It’s a pool, with a baby pool.” It’s unique to this town and area. Wants to keep that idea in mind. This doesn’t want to be the Davies, South, and North. 50 meter pool that can be a competition pool. In the new design be careful of trees that shed. Keep it simple.
- Amenities for the Pool House?

Response Tony: Concession Area (larger), Option of offering it to the park as well. Life Guard areas, Family Changing Rooms set up Versus Mens and Womens separation, and provide a more inclusive design.

- Better to keep the existing pool direction?
- *Response Doug: Running N&S is more challenging to have enough space (Option 4).*
- Cross Country skiing facility in winter options.
- Keep it simple and have the historic facility. Missing the original pool over this current pool. Big concern is a pool house. Keep in character of the existing pool house. Concerned of overdoing slides and recreational facilities.

Response Tony: Test fit to the site, Keeping some of the iconic surfaces.

- Historic preservation – honor the park, not drop an “amusement” park type facility into this serene park. Parking lot is currently full on a Tuesday night how are they going to address that. Current pool house is a little scary. Honor spirit of the park.
- Make sure to get the opinions of neighbors. Special characteristics maintained; Historic neighborhood and park. Using the lazy river to work with park aesthetic, along with the pool house. Preliminary ground level views rather than birds eye, difficulty seeing how this will look/fit in to the current park. Utilizing perennial plantings complimenting natural elements. Sauna. Bathroom access all year round.
- Slides, “tacky water park colors” – make it look more natural, appropriate for the area.. Doesn’t fit image of island park, so many things going on all at one time. Current Park lacks an area to use the restroom from the park side. Couldn’t understand how it related to the rest of the park, how it fit in. Keep it simple and historic.
- Question on how we would define “User” needs.

Response Doug: What's popular with today's consumer, input from the community as well as country. What appeals to today's user, from toddlers to senior citizens and everything in between. Making sure what we heard from the community would fit into the existing space. Next effort will be in the specifics of the design. How you embellish it makes it uniquely Fargo, things like the importance of keeping arcade wall. Also, waterslides don't have to be primary colors.

- Historic connection. Surveys that were leading questions “do you want this or this” not questions like “What does the community want to see, what does the community need”. Not just social media outreach; Include historic photos in surveys, “How often do you use the pool?”, “Would you recommend it to your neighbors?”.
- Lazy river is great for the older community to use it for their exercise.
- Neighborhood Associations would like a consensus/outreach for directly to the associations that touch the park, to know that they would be heard from.

Response: This was done.

- Keeping the park historic and simple – put a dive pit at Davies. Place for public seating feeling with removing that they're excluding the public.

Response Doug: community input dictated our current study eliminating.

- Board Comment: Parking study will go to the City, Future Master Planning for the Park will be happening in conjunction.
- Keep a 50 meter pool. Original pool in 1937 “art deco look” would be nice.
- Families are not allowed on deck during a swimming competition, concern about eliminating seating.

Response Tony: Showing on plan where seating would be for families during competition.

- Be careful about going overboard with parking. Autonomous buses that go to other parking structures.

Response Tony: City has mandates for the amount of parking required for facilities like this.

- Length of the construction?

Response: Covid, Material lead time impact, Worker Shortage, all a construction impact. Would like to keep it to one pool season. Checking all options.

Report by
Zerr Berg Architects



510 4TH AVENUE NORTH
FARGO, ND 58102
701.280.0187
ZERRBERGARCHITECTS.COM

Project No. 21-025

Subject: Public Input Meeting 2 – Island Park Pool Renovations Public Input

Date: August 19, 2021

13-15 guests in attendance
11 guests attended via Zoom

The following represents our understanding of issues discussed and decisions reached. Please review for accuracy and notify this office of any modifications. Items are in no specific order. Notes taken in order of how they were discussed.

Opening Dave L. Statement/Introduction:

- History of Island Park Pool and the need for renovations. Find out what the public wants, next phase.
- Explanation of master planning process, and feedback from Tuesday’s meeting.

Slide Show Review:

- Tony Review of Slides
- Slide Option 1
- Question (Dawn – Board Vice Pres.): Size of Observation Deck?
- Adequate for party, or Gator Parents.
- Question (Lorrie - Clara Barton): Why the removal of a separate diving well?
- Response Doug: Separate Mechanical System, as a result doubling up on costs. Incorporating it into the pool is a better use of the pool as well.
- Comment/Consideration (Ann - Horace Mann)– Not a lot of active diving outside of the HS system, limited options. It is a major change, would like keeping things closer overall to what they have currently. From a safety perspective, keeping diving separate.
- Comment (Guest): Taking out Harry Holand and replaced it with a water park was a mistake it should have stayed a small park. Park board should be about parks not providing rich people with entertainment.
- Comment (Guest): Putting diving boards in the same pool limits lap swimming time.
- Comment (Guest): What do we mean by Maximum vs. Sensible?
- Response Tony: Maximum is code; Sensible is more realistic average day to day usage.

- Response Dave K: Max capacity is what they work with Cass County Health Inspector and there is a ratio. Redcross recommends 50-60 people per life guard.
- Comment (Dave K. in response to Dive Well): Most high schools have well as a part of the pool. Currently schedule Lap Swim before/after.
- Comment: Create a Bulk Head?
- Dave K: Issues that come with an outdoor pool in our current environment.
- Slide Option 2
- Slide Option 3
- Slide Option 4
- Slide Overlay on existing site.

Q&A: (Each bullet point is a different commentator; Key points have been included)

Andrea Nelson – Clara Barton Neighborhood:

- What is the overall long term plan?
- What can it be in the future?
- How can you create a master plan in conjunction with the pool?

Response (Dave L): if we run it parallel, they can study the location of the pool in the first couple of weeks.

- Pool is utilized by the whole neighborhood, include bike parking.
- Cart is before horse on this project.

Response (Dave L): Feedback on how this could possibly work in conjunction in an expediated time frame. i.e. Vet location of pool first; Work through design and master planning, bid it over winter time start construction in spring. Month work of demo.

- Think through the long-term design of the park, long term benefit to the park.
- Yunker Farm?

Response (Dave L): Working on it now, it hasn't started.

Lorrie Sheil – Clara Barton Neighborhood:

- Has a personally connection with Island Park, wants to keep historic values.
- With Davies, how much has it attracted people as a destination? IF island park changes, how will they combat with pools that have been subjected to cutting back on programs?

Response (Dave K): Even if we go with all features, we would still be at the same capacity. First year will be busy, with history of the other pools in the area it will go down.

Comment (Dawn): Discussion about these points, do we want to create a regional draw. Conclusion is no. We don't need the congestion, there isn't parking. From her perspective it is a neighborhood park. The idea of attracting 50K people per year, is ludicrous. Aim should fit the demographics of park.

- *Comment (Dave L): Doesn't go to extent of a regional park.*
- Comment (Dawn): Types of activity or specific draw that the pool will be utilized to benefit the neighborhood.
- Comment (Andrea): How it goes into the master plan to allow the neighborhood a choice and grandchildren to enjoy it in another 20 years

Ann:

- Support masterplan and support it being in conjunction, slow down the pool to take a larger look at the pool. The level of investment is enormous, if we are looking at that level, the decision should serve the community in the long term. I.e Bike parking, making sure how the sidewalks are integrating into the pool with the neighborhood and park.
- Support the pool changing to family rooms.
- People do want to have input, and to reach out to Clara Barton neighborhood especially.
- Admission costs staying low. Allowing parents who are not swimming to watch without paying a fee.
- Encourage local artists to engage with this project.

Response (Dave L): this is a recreational leisure pool, offer it at park district prices.

- Response (Vicki): Plan the park and include the pool as part of the plan. Pool could die tomorrow due to mechanical issues, and what happens if they sit back to take a year to plan. Are they willing to let the pool sit down for a year due to the differed maintenance of the pool, or would we rather build a new pool?
- Andrea's Response: wait one year to get it right.
- Ann's Response: Waiting a year causes pause, on the flip side making sure it works the with the structure and timing of the master plan, is the priority piece. Could things decided upon later and add it in?

Dave K delivers status of the Pool:

- 15 years ago they put in a replacement liner, every year they have cast iron pipes that break and they find chunks of cast iron in the pits every year. 3 years ago the dive well water dropped five feet. Now they are well beyond life of the pool, they are beyond borrowed time.
- Comment (Joe): We are lucky every year, it's not free every year to keep it "livable".
- Comment (Dave K): Life span would have been 30 years. Minimal maintenance costs us around 6 figures replacing parts, not including a water and chemicals.
- Comment Tony (In regards to the idea of expansion): is difficult because the amount of pipes is unknown going to features, its not as simple. Equipment has to be planned up front.

Marsha – Hawthorne Neighborhood:

- Historic Park that has added amenity of a pool, not vise versa. The park itself needs to be designed correctly, landing on the side of waiting a year. Regional park vs Neighborhood Park, it's a regional park during events, park cant support that on a regular basis which may come with adding more features.
- Maintaining sidewalks around pool.

Nate - Treasure of Hawthorne neighborhood association:

- Taking a little more time to doing things right the first time. Understands risk, appreciates cost. If the next one built is in 45 years, we should take our time.

- On board with a water slide
- If you don't consider this in the context of the masterplan. Example: Main Street updates was heavily vetted and changed it to what it is now.

Heather - Hawthorne Neighborhood:

- Option 1 preferred, not interested in drawing 50K people. Could benefit from waiting a year to go around the masterplan.

Comment (Dawn):

- What do you want to see? If you asked her teenager; the diving boards, everyone has what is important to them. If they live near it's even more important. Want to know what people want to make of the park. Think about the future and who its for.

Report by
Zerr Berg Architects

Summary of Findings

Island Park Pool is a treasured part of Island Park as well as the entire downtown community. As part of a regional park, this pool serves not only the neighborhoods immediately surrounding it, but the entire F/M metro area. The unique features offered with the 50 meter lap pool and diving boards make it a destination amongst the other public pools in the area. The rich history of swimming at Island Park also serves as a guideline on how the pool can maintain its historical importance while ensuring the new facility will continue to serve the community for the next 50 years.

Analysis of the survey and meeting notes shows a strong similarity to the results from Phase I of this project. Support to move Island Park Pool into the future while maintaining the historic integrity of the pool were key themes found throughout the input process. Repeating themes of importance were:

- Maintain history of Island Park Pool
- Keep 50 M pool for Lap Swimming and long-course competitions as this is the only facility offering this in the area
- Add features that enhance a family-friendly atmosphere and serve all ages and abilities of users

Through the public input received in Phase II, the following concerns have been identified as important areas to address when designing the new facility.

- Noise Levels - If additional features are added to the pool, there is a concern of increased noise levels in both the park and the adjoining neighborhoods. This will be addressed by maintaining the current maximum levels of occupancy, which all four presented design concepts currently include.
- Waterslide Visibility - Adding tall features like waterslides may negatively impact the visual appeal of Island Park. This can be addressed by the design of the waterslide features in a variety of ways. The two most impactful ways to decrease the visual disruption of waterslides using a neutral color for the slides instead of the bright, primary colors often seen, and by utilizing features of the existing north facade of the pool to tuck the slides into that area that is already the highest point at the pool.
- Parking - If features are added that make the pool a greater draw for users from further away, the current parking situation will not support the need for additional parking. This will again be addressed by maintaining the current maximum levels of occupancy for the pool. A parking assessment should be completed to quantify parking needs and requirements.

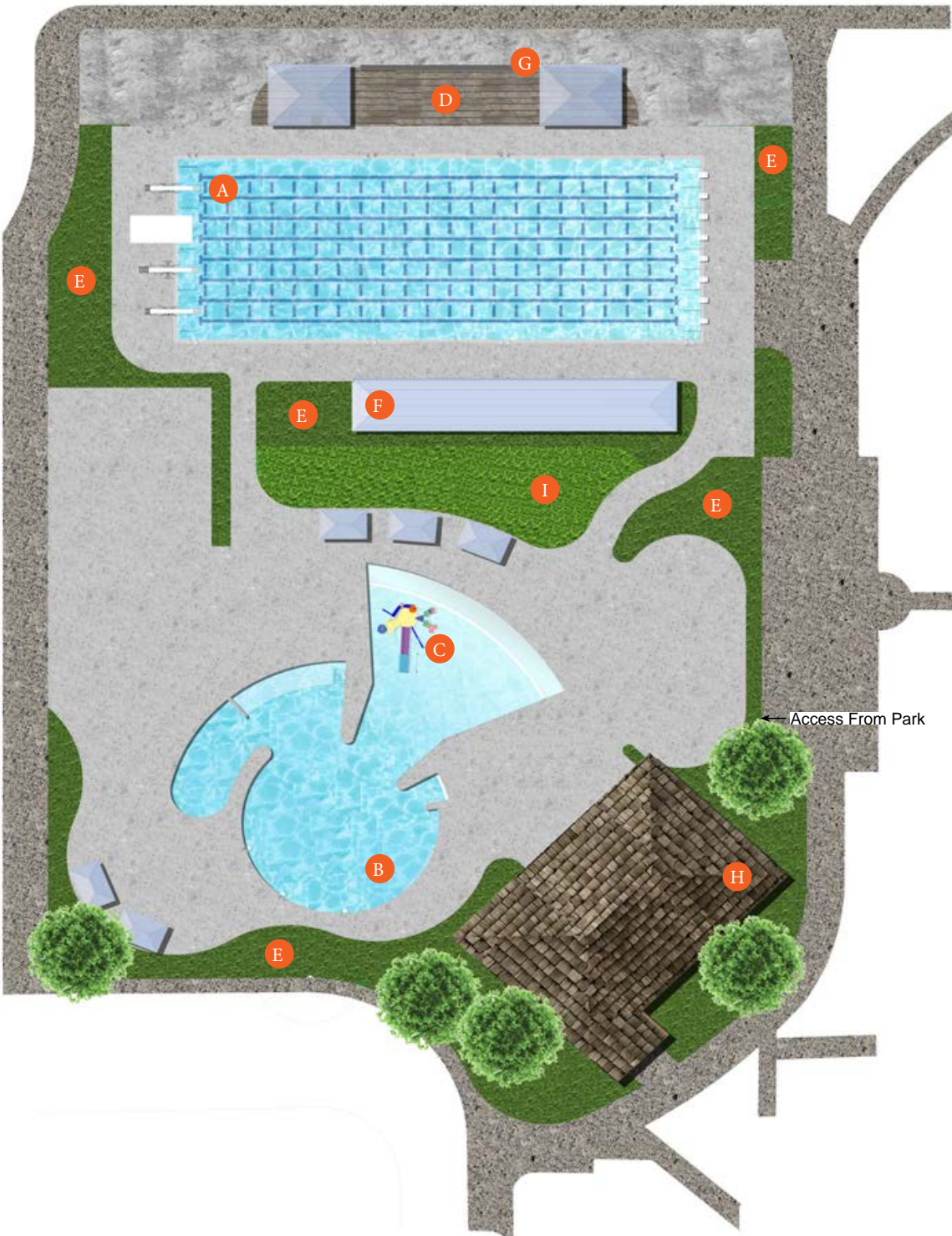
2,534 respondents took the online survey

Approx. 60 people attended the Open House meetings (in-person and virtually)



Appendix

Concept Designs (from Phase I)
Kickoff Meeting Agenda
Communication Plan
Marketing Graphics
Communication Content
Community Meeting Presentation

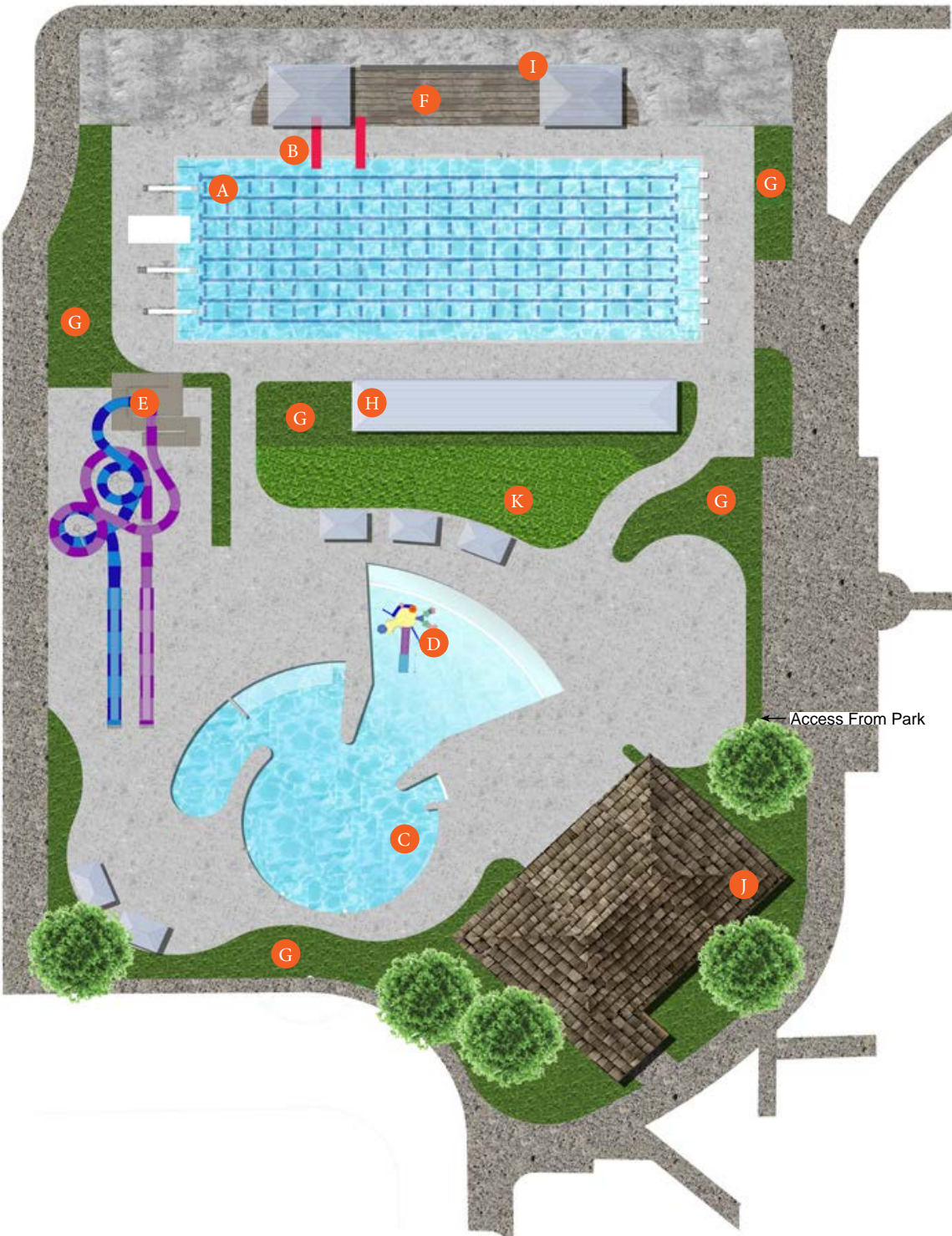


Legend

- | | | |
|-------------------------------|----------------------------|----------------------|
| A 50M Competition Pool | D Observation Deck | G Video Board |
| B Leisure Pool | E Landscape | H Bath House |
| C Play Structure | F Spectator Seating | I Lounge Area |



FARGO, ND | ISLAND PARK POOL
 Concept 1
 April 05, 2021

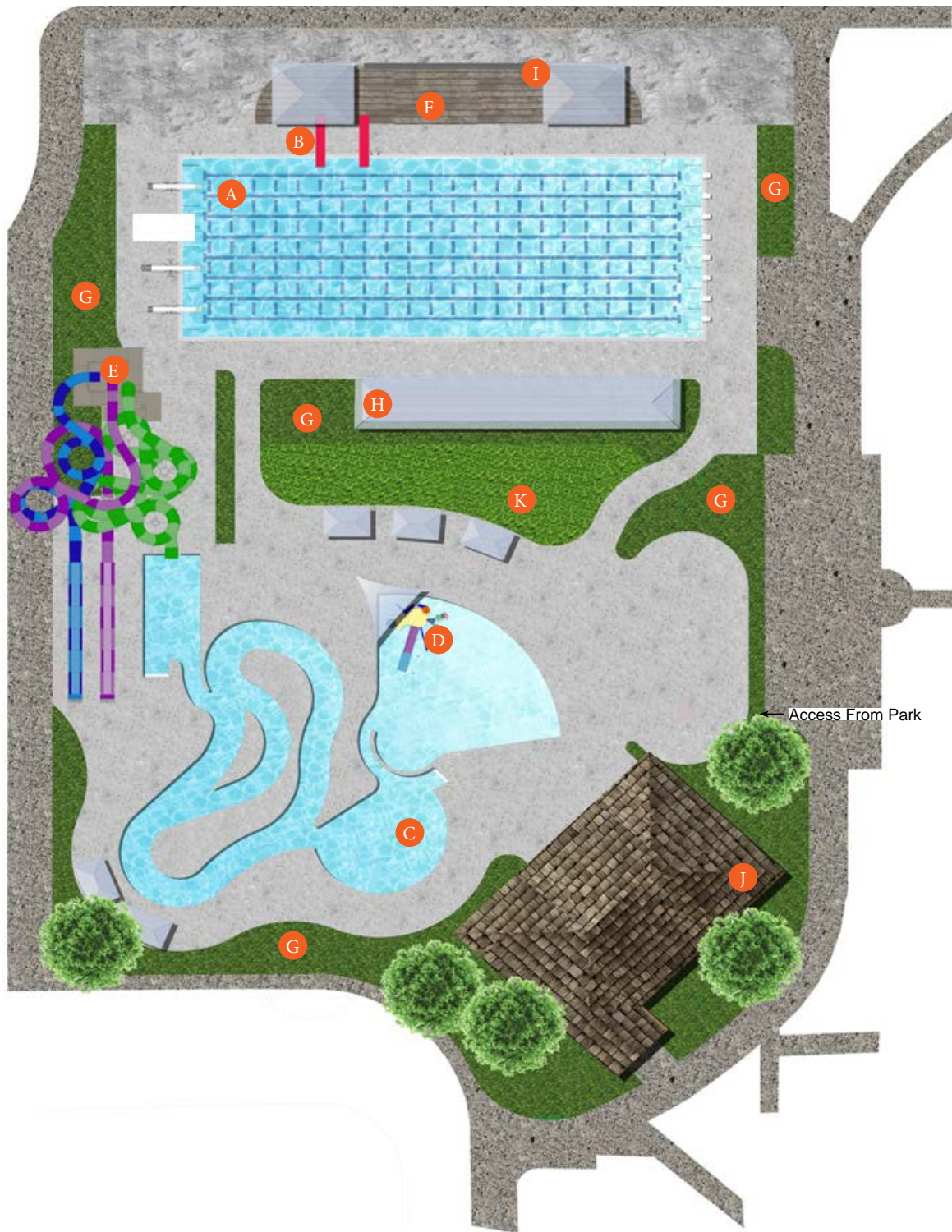


Legend

- | | | | |
|-------------------------------|---------------------------|----------------------------|----------------------|
| A 50M Competition Pool | D Play Structure | G Landscape | J Bath House |
| B Drop Slides | E Slide Complex | H Spectator Seating | K Lounge Area |
| C Leisure Pool | F Observation Deck | I Video Board | |



FARGO, ND | ISLAND PARK POOL
 Concept 2
 March 24, 2021

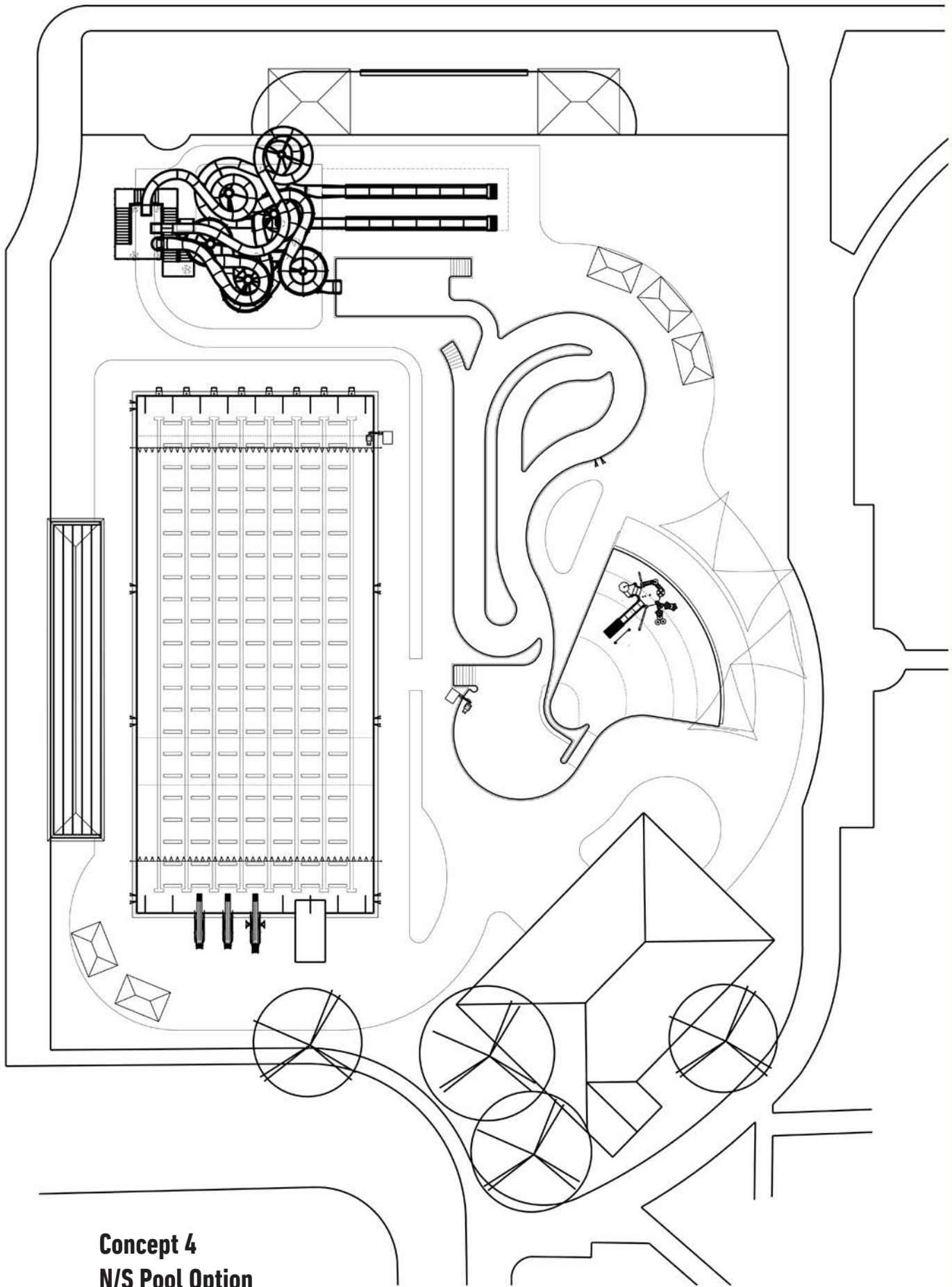


Legend

- | | | | |
|-------------------------------|---------------------------|----------------------------|----------------------|
| A 50M Competition Pool | D Play Structure | G Landscape | J Bath House |
| B Drop Slides | E Slide Complex | H Spectator Seating | K Lounge Area |
| C Leisure Pool | F Observation Deck | I Video Board | |



FARGO, ND | ISLAND PARK POOL
 Concept 3
 March 24, 2021



Concept 4
N/S Pool Option



510 4TH AVENUE NORTH
FARGO, ND 58102
701.280.0187
ZERRBERGARCHITECTS.COM

July 23, 2021

Island Park Pool Public Input
Fargo, ND

ZBA Project No: 21-025

Re: Meeting Agenda

1. Marketing/General

- Identify Stakeholder groups
- Calendar/timeline for website, surveys, meetings
 - Support through website, social and PR/news
 - Coordinate who will produce graphics/handouts
- Identify internal groups/committees for action items

2. Survey

- What was done for Phase 1
 - What questions were used in the past survey
 - Who was it sent to/who filled it out?
 - Will these same people be targeted for Phase II, or a completely “new group”?
 - Past survey results
- Questions for new survey
- Methods for distributing survey - FPD website, social sites, Chamber, news outlets, direct mailings, flyers at pool, mail/email pool membership holders

3. Custom Website

Select URL:

- IslandParkPool.com
- BuildIslandParkPool.com
- IslandParkSwim.com
- FargoParkInput.com

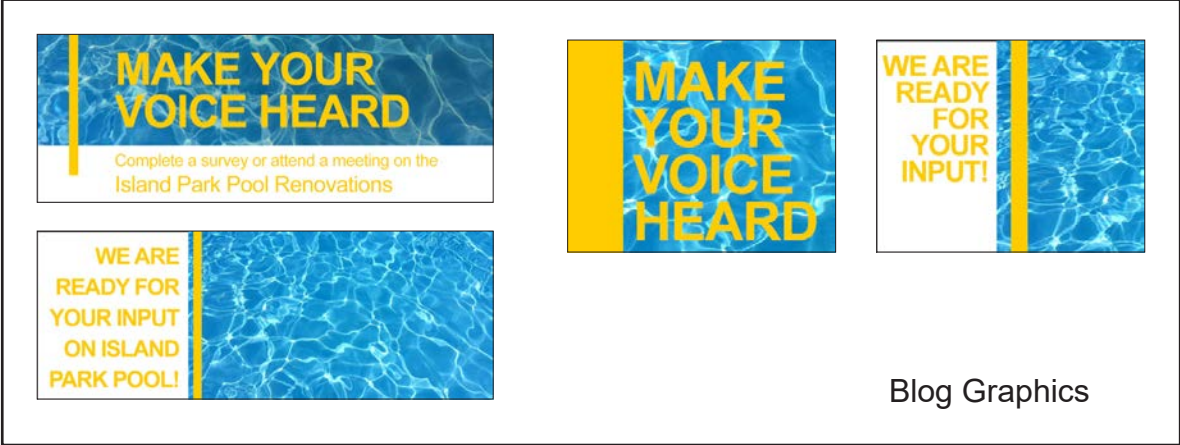
Content for website

- Drawings
- Link to survey
- Past survey results
- Information on public input meetings
 - Recording of meetings

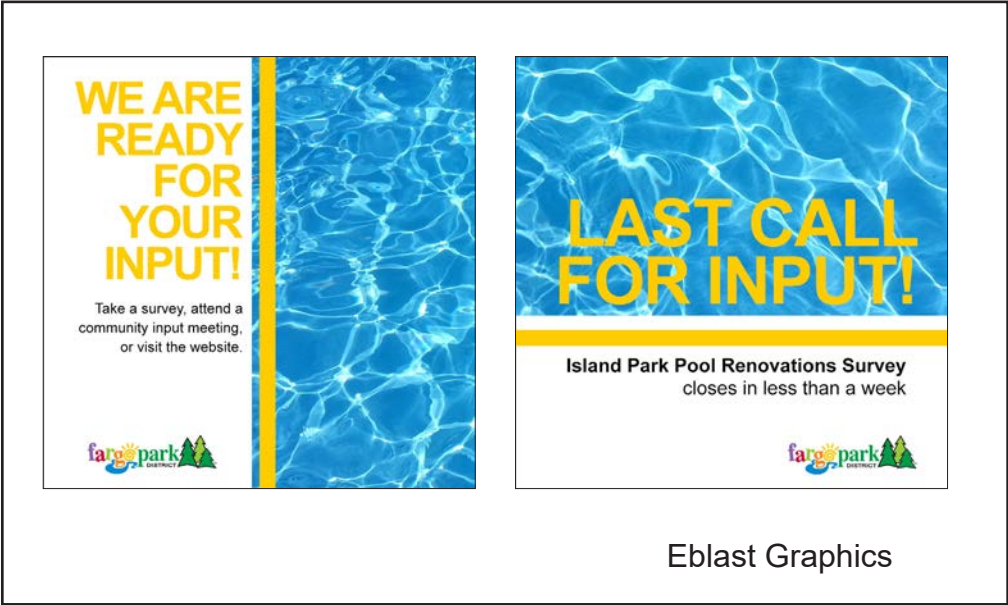
Communications Channels & Deadlines for Island Park Pool Public Feedback

*Assumes survey opens week of August 9 & Public Meetings held the week of August 16, 2021

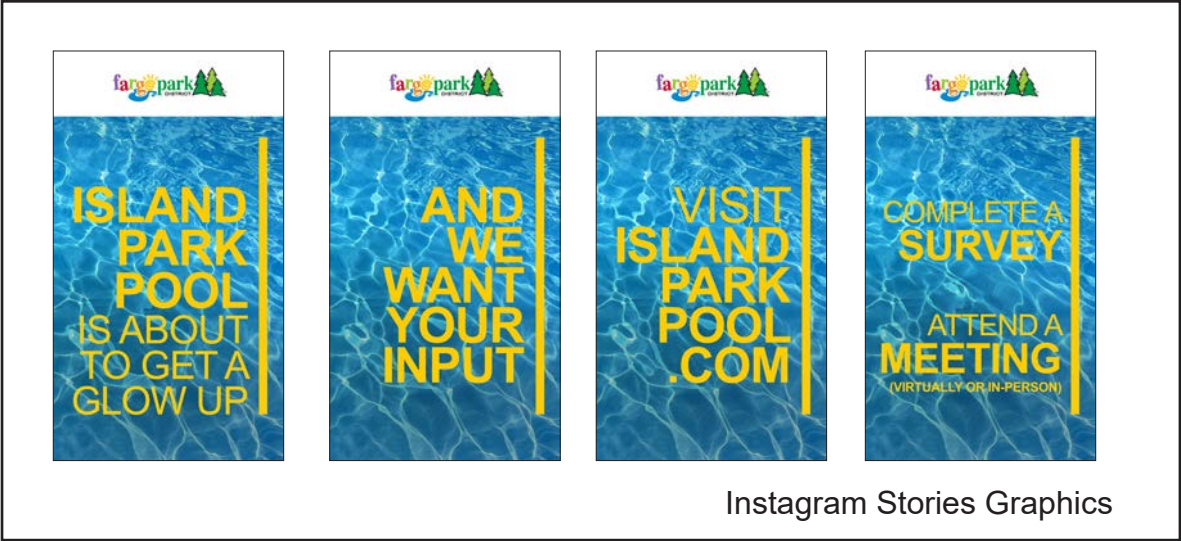
Content Deadline	Post Date	Channel	Content Needed	Graphic Dimensions	Notes
8/2/2021	8/3/2021	Mention in regular monthly e-newsletter to full subscriber list	75 word or less description & link to content	Eblast graphic: 1080x1080 px	Able to include Zoom meeting link, project site link and/or survey link as available focused on announcing IslandParkPool.com, new survey & public open house
8/6/2021	8/9/2021	News release	News release		
8/6/2021	8/9/2021	Blog post on FargoParks.com	500 word or less description OR repurpose newsletter 2 - graphics for our website 100 word or less description including time & location with Zoom meeting information	Website preview graphic: 335x265 px Website blog article graphic: 1140x420 px	focused on open house dates & survey announcement
8/6/2021	8/9/2021	Public Open House Facebook events on Fargo Parks page	1 - graphic 100 word or less description including time & location with Zoom meeting information	Facebook Event Cover Photo: 1920x1080 px	
8/6/2021	8/9/2021	Public Open House events on FargoParks.com event calendar	3 - 100 word or less descriptions 1 - graphic	Website event page graphic: 1920x1080 px	multiple post dates- 1 each week until public meeting
8/6/2021	8/9/2021	Facebook Post		Social media graphic: 940x788 px	plan to boost survey specific post
8/2/2021	8/9/2021	Neptune Radio ads at all pools & Broadway Square	15 second script (100 words or less)		Run ads until pools/survey close Messaging focus: push to IslandParkPool.com
8/5/2021	8/10/2021	Eblast to full Fargo Parks subscriber list (24,331 subscribers)	150-200 words reminder email with survey close date & survey link	Eblast graphic: 1080x1080 px	Messaging focus: Survey is live- public meeting dates
8/5/2021	8/10/2021	Fargo Downtown Neighborhood Association Meeting/Email Update			Date is actual monthly meeting. E-update would be from neighborhood association to members
8/5/2021	8/10/2021	Hawthorne Neighborhood Association Meeting/Email Update	2 - 100 word or less descriptions 1 - graphic	Social media graphic: 1600x900 px	E-update would be from neighborhood association to members
8/5/2021	8/10/2021	Twitter	2 - 100 word or less descriptions 1 - graphic	Social media graphic: 1200x1200 px	multiple tweet dates - the week before and week of public meeting
8/5/2021	8/10/2021	LinkedIn	1 - graphic	Social media graphic: 1080x1920 px	multiple post dates - the week before and week of public meeting
8/5/2021	8/10/2021	Instagram Story	1-3 - graphics explaining what's going on		focused on survey being live and sharing open house dates
8/10/2021	8/16/2021	News release	News release		focused on public open house coverage with survey reminder
8/10/2021	8/16/2021	Blog post on FargoParks.com	500 word or less description* OR repurpose newsletter	Website preview graphic: 335x265 px Website blog article graphic: 1140x420 px	
8/10/2021	8/16/2021	Survey Link on FargoParks.com weblider	survey link	Website slider graphic: 1920x800 px	
8/17/2021	8/24/2021	Targeted follow up eblast to pool pass & punch card list	150-200 words reminder email with survey close date & survey link	Eblast graphic: 1080x1080 px	Messaging focus: Did you miss the meeting- survey is live until date
8/17/2021	8/24/2021	Targeted follow up eblast to neighborhood association list	150-200 words reminder email with survey close date & survey link	Eblast graphic: 1080x1080 px	Messaging focus: Did you miss the meeting- survey is live until date
9/1/2021	9/7/2021	Presentation			
		Signage at Madison, Roger G Gress and South pools	survey link (Fargo Parks can provide QR code) & sign graphic	Yard Signs with H-posts	Last day pools are open is August 15
		Signage at Davies Pool	survey link (Fargo Parks can provide QR code) & sign graphic	Yard Signs with H-posts	Last day pool is open is August 29
		Exterior Signage at Island Park Pool	survey link (Fargo Parks can provide QR code) & sign graphic	Yard Signs with H-posts	Pool open through August 22; Island Park Show August 28-29



Blog Graphics



Eblast Graphics



Instagram Stories Graphics



Facebook Graphics



Twitter Graphic



Website Slider Graphic



LinkedIn Graphic

NEWS RELEASE COPY

FARGO PARK DISTRICT SEEKING ADDITIONAL INPUT ON FUTURE OF ISLAND PARK POOL

(FARGO, ND, August 8 2021) – Fargo Park District has launched Phase II of the Master Plan for renovations at Island Park Pool in downtown Fargo, ND and is looking for additional input on the future of the pool from the community and project stakeholders. Phase II of the plan includes various opportunities for public input including an online survey and public meetings. IslandParkPool.com was launched earlier this month to serve as both a repository for information on the project, as well as housing a survey for the public to take to give their input and ideas.

Two public meetings have been scheduled for community input and discussion on Tuesday, August 17, 6:30-8:00 pm and Thursday, August 19, 11:30 am-1:00 pm. Both meetings will take place at the Fargo Park District Office Boardroom located at 701 Main Ave. Fargo, ND 58103. The meetings will be run by representative from Fargo Park District, Zerr Berg Architects, and Water Technology, Inc. The online survey is live and available on IslandParkPool.com and may be taken at any time.

A centrally located summer fixture, the Island Park Pool has served the community in its current design since 1977. As the pool and fixtures are nearing the end of their lifespan, the Parks District is looking to update the facility in order to continue to serve the community through recreation, leisure and athletics. Programmatic elements currently being considered include a 50 M pool replacement, Zero Depth Entry pool, slide features, and lazy river.

No graphics

BLOG POST COPY

Use newsletter content

IPP Phase II Blog graphic.jpg

IPP Phase II Blog header.jpg

FACEBOOK OPEN HOUSE EVENT

Fargo Park District is hosting two Open House Meetings for public input and discussion for the renovation of Island Park Pool. Join us along with Zerr Berg Architects and Water Technologies, Inc. to learn more about design concepts, programmatic considerations, and time for Q&A and open discussion. Meetings are at the Fargo Park District Office located at 701 Main Ave. Fargo and can be attended in-person or virtually through Zoom and will take place [Tuesday, August 17, 6:30-8:00 pm](#) and [Thursday, August 19, 11:30 am-1:00 pm](#).

IPP Phase II Meeting Event graphic.jpg

PUBLIC OPEN HOUSE EVENTS ON FARGOPARKS.COM EVENT CALENDAR

We are hosting two Open House Meetings for public input and discussion for the renovation of Island Park Pool. Join us along with Zerr Berg Architects and Water Technologies, Inc. to learn more about design concepts, programmatic considerations, and time for Q&A and open discussion. Meetings will take place [Tuesday, August 17, 6:30-8:00 pm](#) and [Thursday, August 19, 11:30 am-1:00 pm](#) and can be attended in-person at the Fargo Park District Office located at 701 Main Ave. Fargo or virtually through Zoom.

IPP Phase II Meeting Event graphic.jpg

FACEBOOK POSTS

Before: Save the date! We're hosting two Open House Meetings for the public to come and discuss their ideas and get their questions answered on the renovation project at Island Park Pool. Get up to speed on the project by visiting IslandParkPool.com.

IPP Phase II FB graphic.jpg

Survey Post: We're looking for YOUR input on the renovations at Island Park Pool! Fill out our survey to tell us what is important to you. <https://www.surveymonkey.com/r/LS98QMY>

IPP Phase II FB graphic 2.jpg

Day of: Open House Meeting today/tonight! Join us today/this evening to discuss the renovations of Island Park Pool. We'll have representatives from Zerr Berg Architects and Water Technologies Inc. with us to walk through concept designs and answer questions. Can't join us in person? We'd love to have you join virtually through Zoom!

IPP Phase II FB graphic.jpg

NEPTUNE RADIO ADS

Island Park has been called the Central Park of Fargo and one of the anchor attractions, the Island Park Pool, is about to undergo major renovations. We want to know what YOU want Island Park Pool to look like in the future...competition pool, diving boards, maybe a lazy river? Go to IslandParkPool.com to give your input, see concept designs and more. Visit IslandParkPool.com today!

No graphics

8/10 E-BLAST

Fargo Park District has jumped in the deep end for the Island Park Pool Renovations planning and we're looking for more community input. We created three easy ways you can participate:

1. Fill out our survey

The survey is live now at IslandParkPool.com, or click [HERE](#) to go directly to the survey, and should take less than 10 minutes to complete. Share it with your neighbors too! The survey will be open until noon on Monday, August 30th so don't wait too long!

2. Attend an Open House Meeting

Want to get a little more involved? Join us for one of our Open House Meetings! We'll be hosting these meetings both in-person and through Zoom so you can join in whichever way works better for you. Meetings are [Tuesday, August 17, 6:30-8:00 pm](#) and [Thursday, August 19, 11:30 am-1:00 pm](#).

3. Visit IslandParkPool.com

IPP Phase II Meeting Event graphic.jpg

TWITTER

We're ready for your input on the future of Island Park Pool. Community input survey is live at IslandParkPool.com.

Join us this week for Open House Meetings on the future of Island Park Pool. Come in-person or join virtually through Zoom either Tuesday, August 17, 6:30-8:00 pm or Thursday, August 19, 11:30 am-1:00 pm. Details online at IslandParkPool.com

Have you given your input on the future of Island Park Pool yet? There is still time! Fill out the survey online at IslandParkPool.com before noon on August 30th.

Day Of

Open House Meeting tonight! Bring your ideas for the Island Park Pool Renovations to the Fargo Park District Office or join us virtually through Zoom this evening at 6:30 pm/today at 11:30 am. Details online at IslandParkPool.com. We look forward to connecting with you!

[IPP Phase II Twitter graphic.jpg](#)

LINKEDIN

A staple in downtown Fargo is about to undergo an exciting transformation and we want the community to be a part of it! Island Park Pool has served the community in its current design since 1977 and the pool and fixtures are nearing the end of their lifespan. The Fargo Park District is looking to update the facility in order to continue to serve the community through recreation, leisure and athletics. Programmatic elements currently being considered include a 50 M pool replacement, Zero Depth Entry pool, slide features, and lazy river. We want to know what YOU want the future of Island Park Pool to look like. Check out IslandParkPool.com for all the details on this project. And while you are there, take the survey and tell us what you think!

We are hosting two Open House Meetings for public input and discussion regarding the renovation of Island Park Pool. Join us along with Zerr Berg Architects and Water Technologies, Inc. to learn more about design concepts, programmatic considerations, and time for Q&A and open discussion. Meetings will take place [Tuesday, August 17, 6:30-8:00 pm](#) and [Thursday, August 19, 11:30 am-1:00 pm](#) and can be attended in-person at the Fargo Park District Office located at 701 Main Ave. Fargo or virtually through Zoom. We look forward to hearing from you!

There's still time to give us your input on the Island Park Pool Renovations! The public input survey is open and available on IslandParkPool.com until Monday, August 30th at noon. Don't miss your chance to weigh in on the future of this downtown staple!

[IPP Phase II LinkedIn graphic.jpg](#)

INSTAGRAM

[IPP Phase II Instagram Stories 1-4](#)

NEWS RELEASE for 8/16

PUBLIC INPUT MEETINGS FOR FUTURE OF ISLAND PARK POOL TO BE HELD BY FARGO PARK DISTRICT

(FARGO, ND, August 16 2021) – The Fargo Park District will hold two public input meetings to discuss the renovations of Island Park Pool in downtown Fargo, ND. The meetings are scheduled Tuesday, August 17 from 6:30-8:00 pm and Thursday, August 19 from 11:30 am-1:00 pm. Both meetings will take place at the Fargo Park District Office Boardroom located at 701 Main Ave. Fargo, ND 58103. The meetings will be run by representative from Fargo Park District, Zerr Berg Architects, and Water Technology, Inc. For those wanting to join remotely, virtual attendance information and links for the Zoom meetings can be found at IslandParkPool.com.

In addition to the meetings, a public input survey is available at IslandParkPool.com. The survey will be live until Monday, August 30th at noon. All community members and project stakeholders are encouraged to give their input through the survey.

A centrally located summer fixture, the Island Park Pool has served the community in its current design since 1977. As the pool and fixtures are nearing the end of their lifespan, the Parks District is looking to update the facility in order to continue to serve the community through recreation, leisure and athletics. Programmatic elements currently being considered include a 50 M pool replacement, Zero Depth Entry pool, slide features, and lazy river.

No graphics

BLOG POST for 8/16

Island Park Pool is a staple in both downtown Fargo and the greater ecosystem of parks throughout our community. We have taken a great deal of care in the master planning of the facility and want to ensure we can serve as much of our community as possible. We're continuing to take input on this project through the end of August. There is still time to help shape the future of Island Park Pool through your input!

Two Open House meetings are scheduled for this week; Tuesday, August 17 from 6:30-8:00 pm and Thursday, August 19 from 11:30 am-1:00 pm. Meetings can be attended virtually through Zoom (link on IslandParkPool.com) or in-person at the Fargo Park District Office located at 701 Main Ave. Fargo, ND 58103. Representatives from Fargo Park District, Zerr Berg Architects, and Water Technologies Inc. will be present to answer questions, have discussions, and review current concept designs.

In addition to the input meetings, an online survey is available at IslandParkPool.com that will be open until Monday, August 30th at noon. The survey should take less than 10 minutes to complete and will ensure that your ideas are heard.

We look forward to hearing from you!

IPP Phase II Blog header2.jpg

IPP Phase II Blog graphic2.jpg

WEBSLIDER Graphic

IPP Phase II Webslider graphic.jpg

EBLAST POOL USERS

Hey pool lovers! Were you unable to attend the Public Input Meetings last week to discuss the future of Island Park Pool? You can still make your voice heard by filling out the survey at IslandParkPool.com – the survey makes it quick and easy to submit ideas for the future of the facility. Don't wait much longer though, you only have until noon on Monday, August 30th to complete the survey. Given that you are a user of the pool facilities, we want to ensure you have a voice in this! And if you want to watch what happened during the meetings last week, recordings are available online and can be found at IslandParkPool.com. Thanks for a great swim season this year!

[IPP Phase II eblast graphic_2.jpg](#)

EBLAST NEIGHBORHOODS

Were you unable to attend the Public Input Meetings last week to discuss the future of Island Park Pool? You can still make your voice heard by filling out the survey at IslandParkPool.com – the survey makes it quick and easy to submit ideas for the future of the facility. Don't wait much longer though, you only have until noon on Monday, August 30th to complete the survey. Get your ideas out there for us to hear! And if you want to watch what happened during the meetings last week, recordings are available online and can be found at IslandParkPool.com.

[IPP Phase II eblast graphic_2.jpg](#)

Island Park Pool Renovations

Phase II Public Input

Open House Meeting
Tuesday, August 17th
6:30-8:00 pm



Link to Phase II Survey



Agenda

Team Introductions
History of Island Park Pool
Current Design Concepts
Q&A and Open Discussion



Team Introductions



Fargo Park District



Zerr Berg Architects



Water Technology Inc.

History of Swimming at Island Park



Pre-Island Park Pool
 - Common to swim in the Red River
 - Most popular location was at Island Park



Former Island Park Pool, ca. 1940



Original Island Park Pool
 - Built in 1939 under WPA
 - Located where tennis courts are at Island Park now



Current Island Park Pool
 - Built in 1977

Examples of Pool Features



EXAMPLE
 Zero Depth Entry



EXAMPLE
 Splash Pad



EXAMPLE
 Lap Pool



EXAMPLE
 Waterslide



EXAMPLE
 Lazy River



EXAMPLE
 Diving Boards



Legend

- 1 SW Competition Pool
- 2 Leisure Pool
- 3 Play Structure
- 4 Observation Deck
- 5 Landscape
- 6 Spectator Seating
- 7 Video Board
- 8 Bath House
- 9 Lounge Area

OPTION 1 50M with Lifestyle Pool

Pool Metrics

- 50 M Pool Area- 12,400 sf
- Lifestyle Pool Area- 6,000 sf
- Water Depths- 0" to 14'-0"
- Approximate Maximum User Capacity- 1,100
- Approximate Sensible User Capacity- 600
- Deck Space- 30,000 sf
- Entrance/Changing/Mechanical Building- 5,700 sf
- No Water Slides

Project Cost Opinion- **\$13,450,000**

OPTION 2 50M with Lifestyle Pool & Slides

Pool Metrics

50 M Pool Area- 12,400 sf
 Lifestyle Pool Area- 6,000 sf
 Water Depths- 0" to 14'-0"
 Approximate Maximum User Capacity- 1,040
 Approximate Sensible User Capacity- 600
 Deck Space- 30,000 sf
 Entrance/Changing/Mechanical Building- 5,700 sf
 Includes: 4 Water Slides

Project Cost Opinion- **\$14,365,000**



- Legend**
- 1 50M Competition Pool
 - 2 Drop Slides
 - 3 Leisure Pool
 - 4 Play Structure
 - 5 Slide Complex
 - 6 Observation Deck
 - 7 Landscape
 - 8 Spectator Seating
 - 9 Video Board
 - 10 Bath House
 - 11 Lounge Area

OPTION 3 50M w Lifestyle Pool, Slides & Lazy River

Pool Metrics

50 M Pool Area- 12,400 sf
 Lifestyle Pool Area- 7,200 sf including 320 lf Lazy River
 Water Depths- 0" to 14'-0"
 River- 10' wide by 320 lf
 Approximate Maximum User Capacity- 1,106
 Approximate Sensible User Capacity- 650
 Deck Space- 30,000 sf
 Entrance/Changing/Mechanical Building- 5,700 sf
 Includes: 5 Water Slides

Project Cost Opinion- **\$15,355,000**



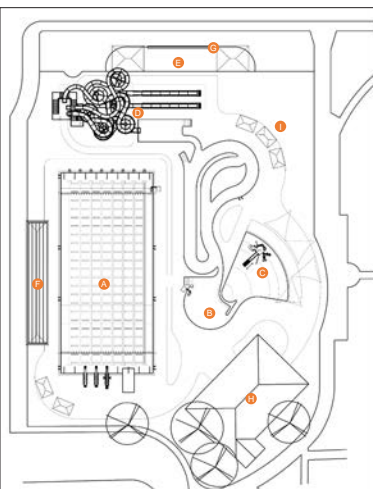
- Legend**
- 1 50M Competition Pool
 - 2 Drop Slides
 - 3 Leisure Pool
 - 4 Play Structure
 - 5 Slide Complex
 - 6 Observation Deck
 - 7 Landscape
 - 8 Spectator Seating
 - 9 Video Board
 - 10 Bath House
 - 11 Lounge Area

OPTION 4 50M w Lifestyle Pool, Slides & Lazy River North/South Option

Pool Metrics

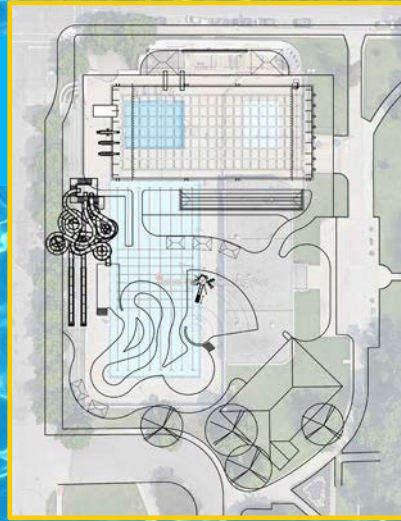
50 M Pool Area- 12,400 sf
 Lifestyle Pool Area- 7,200 sf including 320 LF Lazy River
 Water Depths- 0" to 14'-0"
 River- 10' wide by 320 lf
 Approximate Maximum User Capacity- 1,106
 Approximate Sensible User Capacity- 650
 Deck Space- 30,000 sf
 Entrance/Changing/Mechanical Building- 5,700 sf
 Includes: 5 Water Slides

Project Cost Opinion- **\$15,355,000**



- Legend**
- 1 50 M Competition Pool
 - 2 Leisure Pool
 - 3 Play Structure
 - 4 Slide Complex
 - 5 Observation Deck
 - 6 Spectator Seating
 - 7 Video Board
 - 8 Bath House
 - 9 Lounge Area

Existing Site Comparison



Q&A

OPEN DISCUSSION

Thank You!

Please participate in the Phase II Survey
by using the QR code below or going to
www.IslandParkPool.com





MEMORANDUM

DATE: September 2, 2021

TO: Fargo Park Board Commissioners

FROM: Dave Leker, Executive Director

RE: Agenda Item No. 6 – Board to consider approval of soliciting for Request for Qualifications for Island Park Master Planning Services, Request for Proposals for Construction Manager Agent and Design Services for Island Park Pool Renovations

Staff would like the board to consider approval of soliciting for Request for Qualifications (RFQ) for Island Park Master Planning Services and Request for Proposals (RFP) for Construction Management Services and Request for Proposals (RFP) for Architectural and Engineering Design Services related to the Island Park Pool Replacement Project.

Over the next several weeks, proposals would be solicited, reviewed, firms interviewed and recommendations from a selection committee would be brought forward for consideration.

Final approval for each of these firms would be granted at the October 5, 2021 Board meeting pending the final approval of the 2022 Fargo Park District Budget.

It was recommended at the Facilities Committee Meeting on August 25, 2021 to bring this to the full board to consider for approval.

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

Thank you.

Sample Motion: I make the motion to approve soliciting for qualifications and proposals as presented.



REQUEST FOR QUALIFICATIONS (RFQ)
MASTER PLANNING SERVICES

Fargo Island Park

Request for Qualifications must be submitted
to Dave Leker, Fargo Park District,
701 Main Avenue, Fargo, ND 58103
by 1:00 pm on September 15, 2021.

**REQUEST FOR QUALIFICATIONS (RFQ)
FOR MASTER PLANNING SERVICES
FOR FARGO ISLAND PARK**

The Park District of the City of Fargo is seeking qualifications from qualified Landscape Architecture firms to provide master planning services for Island Park located in Fargo, North Dakota.

Firms responding to the request for qualifications must submit their proposals to Dave Leker, Executive Director at the Park District of the City Fargo, 701 Main Avenue, Fargo, ND 58103 no later than 1:00 p.m. on September 15, 2021.

This Request for Qualifications sets forth the scope of services, the required proposal content, the evaluation criteria, and other relevant information. Copies of the request for qualifications are available from Tara Nielsen, Fargo Park District, tnielsen@fargoparks.com

Questions can be submitted to Dave Leker, Executive Director, Fargo Park District at dleker@fargoparks.com

Dave Leker, Executive Director

(August 25, September 1 & 8, 2021)

1. INTRODUCTION:

The Fargo Park District (“FPD”) is undertaking a project that will consist of master planning Island Park in Fargo, North Dakota. Island Park is Fargo’s oldest park and is located in downtown Fargo. It currently includes a basketball court, tennis courts, handball, grills and picnic tables, playground, cross country ski trails, recreational trails, rentals, a swimming pool, the Wergeland statue and Fargo Moorhead Community Theater (“FMCT”). FPD is currently considering replacing the pool and FMCT is considering replacing their theater within the park. The goal of the master plan study is to provide guidance for the placement of these amenities within the broader context of the park, provide a framework for future park improvements, and be a platform to re-envision and refresh this important community asset.

2. ISLAND PARK HISTORY:

Island Park was part of the original townsite of Fargo plotted out by the Northern Pacific Railroad. Jacob Lowell, Jr. and J.B. Power interceded with the railroad and the area that is now Island Park was deeded to the city for a park.

There is a statue of Henrik Wergeland (1808-1845) in Island Park. Wergeland was Norway's national poet and a symbol of Norway's independence. Wergeland's literary works were used to lead his country toward independence from Sweden in 1905. He was a reformer of politics, religion, agriculture and prisons, and he has been called "the Abraham Lincoln of Norway." He is largely credited with making May 17 the day Norwegians celebrate their independence.

The statue of Wergeland was unveiled in Island Park on Wednesday, June 17, 1908, as more than 3,500 people watched. The Fargo Forum reported that area businesses closed early so employees could attend. The statue was dedicated in its current location, marking what would have been Wergeland's 100th birthday. An identical bronze statue was unveiled in Oslo, Norway the same day.

The sculptor of the Wergeland statue was Gustav Vigeland, one of Europe's most well-known sculptors. Evidence shows he was working on the Wergeland piece as far back as 1897, at least nine years prior to being hired for the project.

Island Park is home to several historic structures. The Island Park Gazebo was originally a band stand built in the early 1900’s. The concrete seating at the Scherling Complex and the Fargo Arena wall are two WPA structures built in the 1930’s.

One of the most sticking features of this community gem is the variety and quality of trees. There are currently Bur Oak trees, American Elm trees, Colorado Spruce trees, Linden trees, Green Ash trees, Flowering Crabapple trees, Hackberry trees and White Willow trees in Island Park. The topography and tree canopies create an inviting and enchanting environment unlike any other park in the region.

3. MASTER PLAN VISION:

FPD desires a master plan that respects the existing natural beauty while thoughtfully guiding future long and near-term park improvements. The master plan should be designed to be future-focused, artistic, creative, flexible and contain guidelines for phased implementation. It should clearly identify the programmatic assumptions to position and locate all associated facilities included but not limited to: FMCT, Public Pool, Tennis Courts, Historical building fragments, parking and open space for flexible recreation. The plan should include emergency/service vehicular access locations, road layout (if necessary), pedestrian and bike circulation, possible amenities such as water features, sculpture locations, potential museum structures, exterior amphitheater location, ponds, community gathering areas and other yet to be determined amenities.

The master plan should celebrate the park's history and increase public awareness of its amenities and natural beauty. It should help define the park's future by generating ideas for unique artistic and cultural features not found in other area parks. The re-envisioned park should complement the exuberance of reemerged downtown Fargo, be a destination to a broader audience, and enhance connections to the river and the adjacent neighborhood.

4. SCOPE OF MASTER PLANNING SERVICES:

- a. Create an inventory of trees, infrastructure, existing conditions, and amenities.
- b. Define overall mission, goals, and priorities
- c. Assist FPD in defining program elements
- d. Review inventory of existing arts-related venues offered in the Fargo Moorhead metro area.
- e. Create conceptual master plans that present various concepts for consideration.
- f. Develop the preferred master plan that balances program, land use allocation, site functionality, adaptability for future use, aesthetics and cost.
- g. Develop the final master plan that incorporates community input and illustrates the phasing plans for five-, ten-, fifteen- and twenty-year horizons and the goals for each five-year phase.
- h. Prepare and present the above requested design efforts to FPD and to other stakeholders and community members.

5. SUBMITTAL REQUIREMENTS:

The Fargo Park District requests the following information:

- a. Format:
 - Provide Ten (10) copies of submittals to be printable on 8.5" x 11" portrait format paper and not exceed 10 printed pages, excluding the front and back covers and section dividers.

- b. Project Approach:
 - Provide a work plan of how your firm proposes to approach this project. Include an outline of design phases and how your firm would propose to engage stakeholders and the community.
- c. Applicable Experience:
 - Provide a brief description of a minimum of five comparable projects where your firm led the master planning effort. Also include the names of other collaboration partners that played a significant role in the master planning effort. Client contact information should also be included.
- d. Key Personnel:
 - Provide resumes of key team members and collaboration partners, if any. Include education, years of experience, significant projects and commissions, awards, etc.

6. SELECTION SCHEDULE:

• Advertising Dates	8/25/2021, 9/1 & 9/8/2021
• Distribute RFP	8/25/2021
• Proposals Due	9/15/2021
• Interviews with Design Firms	9/27/21, 9/28/21
• Select Design Firm	9/29/2021
• Board Approval of Design Firm	10/5/2021

7. SELECTION CRITERIA

- Project Approach
- Previous Experience with Similar Projects
- Key Personnel
- Current Project Workload
- Proposed Project Schedule
- Prior Experience with Fargo Park District / Public Sector Projects

Written questions regarding the Request for Qualifications should be directed to Dave Leker, Executive Director, at the Fargo Park District dleker@fargoparks.com no later than September 7, 2021.



**REQUEST FOR PROPOSALS
CONSTRUCTION MANAGER AGENT (CMA)
SERVICES**

Fargo Island Park Pool Replacement

Proposals must be delivered to
Dave Leker, Executive Director, Fargo Park District,
701 Main Avenue, Fargo, ND, 58103
by September 15, 2021 at 1:00 pm.

**REQUEST FOR PROPOSALS (RFP)
FOR CONSTRUCTION MANGER AGENT (CMA)
FOR FARGO ISLAND PARK POOL**

The Fargo Park District, Fargo, ND, is soliciting written proposals from Construction Management Firms interested in providing Construction Management services to build an outdoor pool facility at Island Park located in Fargo, North Dakota.

Firms responding to the request for proposals must submit their proposals to Dave Leker, Executive Director, at the Park District of the City of Fargo, 701 Main Avenue, Fargo, North Dakota 58103 no later than 1:00 p.m. on September 15, 2021.

This Request for Proposals sets forth the scope of services, the required proposal content, the evaluation criteria, and other relevant information. Copies of the request for proposals are available from Tara Nielsen at the Fargo Park District, tnielsen@fargoparks.com

Questions can be submitted to Dave Leker, Executive Director, Fargo Park District at dleker@fargoparks.com

Dave Leker, Executive Director

(August 25, September 1 & 8, 2021)

1. INTRODUCTION:

The Fargo Park District is undertaking a demolition and reconstruction project of Island Park Pool in Fargo, ND. The new pool facility may be built within the existing Island Park Pool footprint. Various options for building enclosure are being considered. Funding for the project has been secured through General Obligation Bonds. Construction costs for the project, including all fees, owner costs, FFE, and miscellaneous costs are anticipated to be approximately \$16M. The project will be constructed using the Construction Manager method as defined by NDCC 48-01.2 including specific criteria required by the owner. Major program areas may include the following:

- a. Bathhouse – Year-round use
 - i. changing areas
 - ii. concessions accessible to the inside pool area and outside pool area
 - iii. storage areas accessible to the inside pool area and outside pool area
 - iv. staff lounge area with an office
- b. 50m competition pool
- c. Zero-depth recreational pool with play features
- d. Run-out slide complex
- e. Tube slide with lazy river and plunge pool
- f. Receiving and maintenance support spaces
- g. Landscaping and green space development within the scope of the pool.

2. SCOPE OF CMA SERVICES:

- a. Estimating services shall be provided continuously throughout the design and construction document preparation phases.
- b. Construction feasibility recommendations throughout the design phase.
- c. Complete, single-phase construction project delivery, with a maximum total project cost of \$16,000,000 that includes all demolition costs, construction costs, design fees, owner costs, FF&E costs, land acquisition costs, and other sundry costs typical of a large capital project.
- d. Contract terms will be based on AIA Document A133 2009, agreement between Owner and Construction Manager, complete with North Dakota Attorney General amendments.

3. SUBMITTAL REQUIREMENTS:

Fargo Park District requests the following information be submitted within an 8.5 x 11 inch softbound document for use in selecting a CMA.

- a. Format:
 - i. Submittals should not exceed 20 printed pages, excluding the front and back covers and section dividers, and be within a softbound document using 8.5" x 11" portrait format paper.
- b. Project Experience:

- i. Each firm shall supply project name, size, cost, and schedule for a minimum of four comparable projects based on total project cost, basic project type and function, and typical construction methods. Reference information shall also be included.
- c. Ability of Key Personnel:
 - i. Qualifications of principal in charge, project manager, and on-site superintendent.
- d. Current and Projected Workload:
 - i. Indicate availability of key personnel, workforce, and consultants as it relates to project commitments and schedule.
- e. Contractors:
 - i. Services required from all contractors performing work on the project will be procured through a public advertisement and competitive bid selection process administrated and processed by the CMA. Criteria for selection of the CMA, based on Contractors, includes but is not limited to the following:
 1. Number and quality of local contractors the CMA would seek to bid.
 2. The ability to demonstrate a positive working relationship with local contractors.
 3. Demonstrating an ability to forecast local bidding and construction conditions as it relates to sufficient workforce and costs.
- f. Bond and Insurance:
 - i. Proof of ability to provide a Performance and Payment Bond in an amount at least equal to the CMA fee as well as meet necessary insurance requirements of the State of North Dakota.
- g. Additional Information will be distributed to requestors if required during the course of advertisement
- h. Procedure for Submission:
 - i. Firms wishing to be considered shall submit six (6) copies of the qualification materials no later than **1:00 pm central time, 9/15/2021** at the office of:

Dave Leker
 Fargo Park District
 701 Main Ave
 Fargo, ND 58103
 dleker@fargoparks.com

- ii. The following represents the sequence of events contemplated for the selection procedure of a CMA.

Advertising Dates	8/25/2021, 9/1 & 9/8/2021
Distribute RFP	8/25/2021
Proposals Due	9/15/2021
Interviews with CMA Candidates	9/27/2021 - 9/28/2021
Select CMA Services	9/29/2021
Final Board Approval of CMA	10/5/2021
Project Complete	6/1/2023

NOTE: SUBMITTING A PROPOSAL INDICATES THE FIRM WILL BE AVAILABLE FOR INTERVIEWS ON 9/27/2021 - 9/28/2021. INTERVIEWS WILL BE CONDUCTED AT THE FARGO PARK DISTRICT OFFICE IN FARGO, ND AND WILL BE APPROXIMATELY ONE HOUR IN DURATION. IT IS ANTICIPATED BY THE OWNER THAT THE CMA WILL HAVE THE KEY PROJECT PERSONNEL IN ATTENDANCE.

4. SELECTION CRITERIA

- a. Formal interviews will be held on the date(s) noted above. The CMA will be awarded this project based on, but not limited to, the following criteria:
 - i. Project Approach
 - ii. Previous experience with similar projects.
 - iii. Key Personnel
 - iv. Willingness to meet time and budget requirements
 - v. Current Project Workload
 - vi. Prior Experience with Fargo Park District / Public Sector Projects
 - vii. Proposed Project Schedule
 - viii. Business location of the person
 - ix. Fee

5. The proposal shall remain valid for a minimum period of 45 days.

6. QUESTIONS:

- a. Submit written inquiries no later than September 7th to:

Dave Leker
Fargo Park District
701 Main Ave
Fargo, ND 58103
dleker@fargoparks.com



REQUEST FOR PROPOSALS (RFP)
FULL SERVICE ARCHITECTURAL AND ENGINEERING
SERVICES

Fargo Island Park Pool Replacement

Proposals must be submitted to
Dave Leker, Executive Director, Fargo Park District,
701 Main Avenue, Fargo, ND 58103
by 1:00 pm on September 15, 2021.

**REQUEST FOR PROPOSALS (RFP)
FOR ARCHITECTURAL AND ENGINEERING SERVICES
FOR FARGO ISLAND PARK POOL**

The Fargo Park District, Fargo, ND, is soliciting written proposals from Architectural and Engineering firms interested in providing architectural and engineering design services to build an outdoor pool facility at Island Park located in Fargo, North Dakota.

Firms responding to the request for proposals must submit their proposals to Dave Leker at the Park District of the City of Fargo, 701 Main Avenue, Fargo, North Dakota 58103, no later than 1:00 p.m. on September 15, 2021.

This Request for Proposals sets forth the scope of services, the required proposal content, the evaluation criteria, and other relevant information. Copies of the request for proposals are available from Tara Nielsen, Fargo Park District, tnielsen@fargoparks.com

Questions can be submitted to Dave Leker, Executive Director, Fargo Park District at dleker@fargoparks.com

Dave Leker, Executive Director

(August 25, September 1 & 8, 2021)

1. INTRODUCTION:

The Fargo Park District is undertaking the demolition and reconstruction project of Island Park Pool in Fargo, ND. The new pool facility may be built within the existing Island Park Pool footprint during the 2022 construction season. The new pool is scheduled to open on the first week of June 2023. The Park District will be concurrently undertaking a master planning project for Island Park that will explore other possible locations for the pool within Island Park. This could allow the existing pool to remain open during the 2022 pool season. Various options for building enclosures are being considered. Funding for the project has been secured through General Obligation Bonds. Construction costs for the project, including all fees, owner costs, FFE, and miscellaneous costs are projected not to exceed \$16M. The project will be constructed using the Construction Manager method as defined by NDCC 48-01.2 including specific criteria required by the owner. It will likely be located at its current location; however, the Fargo Park District will confirm the location as part of the Master Planning process.

Major program areas may include the following:

- a. Bathhouse – Year-round Use
 - i. changing areas
 - ii. concessions accessible to the inside pool area and outside pool area
 - iii. storage areas accessible to the inside pool area and outside pool area
 - iv. staff lounge area with an office
- b. 50m competition pool with diving basin on one end
 - i. (1 & 3-meter diving boards and 5-meter platform)
- c. Zero depth recreational pool with play features
- d. Runout Slide Complex
- e. Drop Slides
- f. Lazy River with tube slide plunge area
- g. Observation deck
- h. Receiving and Maintenance support spaces
- i. Landscaping and green space development within the scope of the pool.

SCOPE OF SERVICES:

Full Architectural and Engineering Services to be provided include but are not limited to the following:

- a. Project planning and consulting
- b. Demolition specifications for existing pool
- c. Facility design

- d. Construction Documents
- e. Bidding Process
- f. Construction Administration

2. **SUBMITTAL REQUIREMENTS:**

The Fargo Park District requests the following information:

- a. Format:
 - i. Submittals to be printable on 8.5" x 11" portrait format paper and not exceed 12 printed pages, excluding the front and back covers and section dividers.
- b. Project Approach:
 - i. Provide a detailed work plan of how your firm proposes to approach this project.
- c. Applicable Experience:
 - i. Provide a brief description of a minimum of five comparable projects where your firm led. Also include the names of other collaboration partners that played a significant role in the project. Client contact information should also be included.
- d. Key Personnel:
 - i. Provide resumes of key team members and collaboration partners, if any. Include education, years of experience, significant projects and commissions, awards, etc.
- e. Current and Projected Workload:
 - i. Indicate availability of key personnel as it relates to project commitments and schedule.
- f. Fees:
 - i. Provide a fixed fee for your services with a breakdown of fees for each proposed phase in your work plan.
 - ii. Indicate if out-of-pocket expenses such as travel/lodging are included in your fixed fee or if reimbursement will be requested.
- g. Submit six copies of your proposal.

3. SELECTION SCHEDULE:

▪ Advertising Dates	8/25/2021, 9/1 & 9/8/2021
▪ Distribute RFP	8/25/2021
▪ Proposals Due	9/15/2021
▪ Interviews with Design Firms	9/27/21, 9/28/21
▪ Select Design Firm	9/29/2021
▪ Board Approval of Design Firm	10/5/2021
▪ Project Completion at current location	6/1/2023
▪ Project Completion at a different location	TBD

4. SELECTION CRITERIA

- Selection will be made based the following criteria:
 - i. Project Approach
 - ii. Previous experience with similar projects.
 - iii. Key Personnel
 - iv. Current Project Workload
 - v. Prior Experience with Fargo Park District / Public Sector Projects
 - vi. Proposed project schedule
 - vii. Fee

Written proposals will be accepted until **1:00 pm on September 15, 2021**, at the office of the Fargo Park District, 701 Main Avenue, Fargo, ND 58103.

The proposal shall remain valid for a minimum period of 45 days.

Submit written inquiries no later than September 7th to:

Dave Leker
Fargo Park District
701 Main Avenue
Fargo, ND 58103
dleker@fargoparks.com



MEMORANDUM

DATE: September 2, 2021

TO: Fargo Park Board Commissioners

FROM: Carolyn Boutain, 701-866-4505

RE: Agenda Item No. 7 – Board to consider approval of updated Naming Policy

Attached is a draft copy of the proposed updates for the current Naming Policy that was presented at the Facilities Committee meeting. Proposed changes are shown in red text.

Major additions include:

- 1) identifying facilities and programs that can be considered for naming,
- 2) guidelines for expectations,
- 3) terms for naming rights,
- 4) general standards, and
- 5) sponsorship acknowledgement.

The intent is to have a policy to guide and direct staff, but also leave flexibility for unknowns or unique requests. These changes have been reviewed by legal counsel.

Please review this information before the meeting. Contact me with questions.

Thank you!

Sample Motion: I move to approve the updated Naming Policy as presented.

FARGO PARK DISTRICT POLICY FOR NAMING PARKS/FACILITIES

Background and Purpose:

The Fargo Park District (“Park District”) receives requests from time to time to name a park or a Park District building. The requests are for various reasons, including financial or community contributions that the requesting party wants to recognize. The Park District feels that the naming of parks and Park District facilities should be a thoughtful process. A park or facility name can be enduring and stay with a piece of property long after any knowledge of its origin has passed. The selection of a proper name for a park or facility should be purposeful and systematic. A name may honor a person of significant stature within the community, recognize an organization or group of citizens which has contributed to the development of the facility, or appreciate a significant natural aspect of a park.

The following procedures are adopted to give the Board of Park Commissioners a means by which they can have a uniform policy to develop meaningful and creative names for Park District properties. **Each request will be considered on a case-by-case basis.** The procedures are intended to ensure consistency in park and facility naming, remove immediate emotional motivations and encourage creativity.

Procedure for Naming for Major Donations:

The park or facility naming procedure is intended to minimize the emotional impact of the naming process or naming request. The Park District desires that all parties involved (the requesting party, the Park District staff and commissioners, and the general public) are given time to think through the long-term implications of a name.

The following procedure should be followed in the naming of parks or facilities:

1. Staff will prepare a list of potential names and the rationale for the name based on input from any appropriate source. This may include a specific request from an organization or individual together with their rationale.

The list will be filtered based upon criteria contained within this policy.

2. The Facility Committee will review the list of potential names. The committee will discuss each name and its relative merits. Names may be added or eliminated from the list at this time.

3. At the next Facility Committee meeting, staff will provide any additional information requested by the committee and the Facility Committee may have the requesting party provide information. The committee shall narrow the list to three or less names at this meeting and forward the same on to the Park Commissioners.

4. The final action will be to place the proposed park or facility name on the next regular Board of Park Commissioners meeting agenda. If the Board chooses not to approve the recommended name, they will return the issue to the Facilities Committee with direction. The process will then begin anew.

Park/Facility Naming Criteria:

Listed below are the criteria which should be used to generate a list of potential park or facility names when undertaking the process described above.

1. The name of the subdivision associated with the park.
2. The name of the neighborhood in which the park or facility is located.
3. The school name, if adjacent to or closely identified with the park.
4. A name suggested by the developer of the property adjacent to the park provided the name submission is provided at or before the property is transferred to the Park District for park purposes.
5. A name of a local interest point or topographical feature near the park or facility, including a stream, vegetation or ecology of the area.
6. The name of an event or historical occurrence associated with the adjacent area.
7. A creative name based upon staff impressions of the site.
8. The name of which most of the neighborhood and/or area children refer to the park.
9. The name of a person who dedicates a major part or all of the land for the park or the building of the facility.
10. The name of a person of significant stature within the community.
11. The name of an organization or group of citizens which has contributed to the development of the park or facility.
12. Naming a park or facility for an individual is a special circumstance. Years from now someone should be able to ask “why this name” and the answer will be that the park or facility would not be here if not for the commitment and efforts of that person.

Naming Recreational Facilities Within Parks

To minimize confusion, parks will not be subdivided for the purpose of naming unless there are readily identifiable physical divisions such as roads, waterways or defined pause places.

However, naming of specific major recreational facilities within parks will be permitted. Under these circumstances such names should be different from the park name to avoid user confusion.

Naming Recreational Facilities within parks

All parks and recreational facilities eligible for naming rights shall be determined by the Executive Director or designee. ***Examples of but not limited to:***

- Neighborhood Playground
- Regional Playground
- Universal Playground
- Playfields (Soccer, Lacrosse, Baseball, Other at Discretion)
- Courts (Tennis, Basketball, Other at Discretion)
- Dog Parks
- Shelters
- Park Buildings

Named Scholarship or Program Endowments

- Endowed Event
- Endowed Program
- Endowed Scholarship

Guidelines

The naming, renaming, or dedication of Park District assets and the amounts of the contributions necessary shall be determined by the Fargo Park District and Fargo Park District Foundation or in collaboration with the Executive Director or his/her designee and the Fargo Park District's Commission. Each project has opportunities that require unique decisions. The Park District reserves the right to discuss each project and its acceptance on a case-by-case basis.

Financial contributions associated with naming rights or dedications shall be held by the Fargo Park District Foundation until naming agreement has been reached and/or when expense has been incurred. Endowment funds will remain with the Fargo Park District Foundation and be appropriated annually for maintenance and/or program support.

Threshold

Listed below are guidelines that are meant to be a starting point in the negotiations with the contributor. Each project has opportunities that require unique decisions. Projects

- 1) Contribute all the land, or
- 2) Contribute to the costs of construction for the park or building to be named
 - a. For assets with costs of \$100,000 or less, contribution of 100% is requested
 - b. For assets with costs of \$100,001-\$999,999, contribution of 50% is requested
 - c. For assets with costs of \$1,000,000 or more, contribution of 25% is requested
- 3) A contribution by a donor to allow for a significant cost reduction in upgrading/expanding an existing facility within a park.
- 4) Provide an endowment for long term repair and maintenance of the park or property
- 5) Provide for a significant contribution for the costs of programming that will support the mission of the park district.

Terms/Expiration of Naming Rights

The duration of the naming rights will be evaluated on a case-by-case basis. In all scenarios, a term expiration should be established.

- 1) Term duration for assets with a working life of less than 15 years should expire at the end of the working life. Example: Scoreboard naming rights may expire at the end of the working life of the scoreboard.
- 2) Field naming rights when utilized for field improvements may have a similar expiration term. Example: Artificial Turf naming rights may expire at the end of the life of the turf
- 3) Existing assets like facilities and fields may require upgrade/expansion. Term duration for assets with a working life of more than 15 years are recommended to have a duration of 10-15 years.
- 4) Agreements can offer original naming sponsor the opportunity for renewal of the naming arrangement.
- 5) During the naming agreement, contributor will be responsible for changes made to their logo that would require changes to the signs on the asset.
- 6) Where a facility, building, landscape area, programs, or other related Park and Recreation asset is named for a corporate entity, the name used should normally be the shortest name possible.
- 7) Where the naming rights purchased are for a corporate entity or business, the naming rights shall be limited to not longer than the life of the corporate entity.
- 8) If a naming right opportunity includes signage, a detailed proposal of the signage, including design, layout, verbiage, and cost will need to be provided, in writing, for review and approval by the Executive Director or designee. Fargo Park District can specify sign size, sign type, and font of any naming rights signage or displays. The Fargo Park District will have final approval on all wording of plaques, press releases, and any and all factors and details of the Facilities or program naming.
- 9) Benefits which may violate other park policies or city policies or ordinances will not be included in any agreement.

Renaming of Parks or Facilities:

Renaming of parks or facilities should be done only after careful consideration. The request to rename an existing park or facility may originate from a variety of sources (e.g. the nearby neighborhood, subdivision developer, park staff, Facility Committee or commission members). The process for renaming a park would be the same as for a new park with the following two preliminary steps.

1. Upon receipt of a written request for a name change, staff would research information concerning the current name for the park or facility. The search would try to find a reason or circumstance for the initial naming of the park or facility and any over-riding commitment to the current name.

2. Finding no compelling reason to retain the current name, the Facility Committee may or may not choose to direct staff to initiate the process used for naming a new park. If the Facility Committee finds that there is a reason to retain the current name, the matter should be

placed on the agenda of the Board of Park Commissioners meeting for final action, that being denying the renaming request or referring it back to staff to follow the process described above.

The Facility Committee and the Board may wish to consider renaming the park or facility if one or more of the following criteria are met:

1. The primary park users have submitted a petition for a name change that deserves consideration through the normal naming process described above.
2. An individual or organization contributes a significant portion of the costs for acquiring/developing/renovating a park or facility or adds significant land.
3. Provision of an endowment for the continued maintenance and/or programming of the park/recreational facility.

General Standards:

The following criteria must be met, including but not limited to, any corporate entity or business or corporate or individual or family naming, or presentation sponsorships:

1. Does not discriminate against any person, employee, member, or volunteer on the basis of race, color, creed, religion, gender, sexual preference, age, marital status, ancestry, national origin, or physical or mental disability, in compliance with all federal, state, and local laws and statutes; and
2. Name does not have connotations that by contemporary community standards are derogatory or offensive.
3. Does not promote environmental, work, or other practices that, if they took place in the park, would violate U.S. or state law (i.e., dumping of hazardous waste, exploitation of child labor, etc.).
4. Does not promote drugs, alcohol, tobacco, gambling or adult entertainment
5. Does not constitute violations of law.
6. Does not participate in unethical business practices as determined by a court of law.
7. Does not exploit participants or staff members of the Park District.
8. Does not include religious references or political statements.
9. Does not endorse products or services that do not comply with Park District policies and procedures, City, State or federal regulations, ordinances, codes, or statutes.
10. Does not appear to be in direct competition with Fargo Park District services or products.
11. Does not endorse products or services that conflict with Fargo Park District's mission.
12. Fargo Park District reserves the right to terminate any naming right agreements not in accordance with this Board Policy.

Sponsorship Policy

Citizens, organizations, businesses or other that wish to sponsor a park, program, event or asset within a park may receive named recognition for that work upon recommendation of the Fargo

Park District's Executive Director. Sponsorship levels are determined by the Fargo Park District as needed.

Approved March 11, 2008