



THE REGULAR MONTHLY MEETING OF THE BOARD OF COMMISSIONERS OF THE PARK DISTRICT OF THE CITY OF FARGO WILL BE HELD ON **TUESDAY, MAY 10, 2022, 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-may-agenda-2022](http://www.fargoparks.com/news/park-board-meeting-may-agenda-2022)

**Consent Agenda** - approve the following:

- a. Minutes - April 12
- b. April Bills
- c. Order of Agenda
- d. Approve and award bid for pickleball courts expansion at Brunsdale Park.
- e. Approve and award bid for 2022 Playground Improvements.
- f. Approve Memo of Understanding with Audubon Dakota regarding Southwest Regional Lake area and Urban Plains Park.

**Regular Agenda**

1. Recognition of Audience/Public Comments
2. Director's Report
3. Fargo Youth Baseball Presentation; Alex Sumner, presenter.
4. Presentation and consideration of approval of the 2021 audit; Broc Lietz and Luke Evenson, presenters.
5. Board to consider approval and award bids for 2022 Concrete and Asphalt Improvements; Dave Bietz, presenter.
6. Update on Phase I of Strategic Plan process; Dave Leker, 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 APRIL 12, 2022**

The regular monthly meeting of the Board of Commissioners of the Park District of the City of Fargo was held on Tuesday, April 12, 2022, 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 were Commissioners Joe Deutsch, Stacey Griggs, Dawn Morgan, Vicki Dawson. Commissioner Jerry Rostad appeared by Microsoft teams. Also present were: Dave Leker, Broc Lietz, Carolyn Boutain, Brian Arett, Dave Bietz, Kevin Boe, and attorney Jeff Gunkelman.

**Approval of Consent Agenda**

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

- (a) The minutes from the March 8, 2022 meeting;
- (b) The March 2022 bills;
- (c) Order of the Agenda;
- (d) Approve the request for permission to publicly bid the 2022 concrete and asphalt projects.
- (e) Adopt the North Dakota Department of Transportation Procurement manual for Valley Senior Services Transit Program.

Upon call of the roll, the motion passed unanimously.

**Director's Report**

Each Director presented on this matter and provided an informational update to the Board on their respective department. No action was taken on this matter.

**Growing Together Community Gardens Presentation**

Jack Woods presented to the Board. It was noted that 2022 will be the 16<sup>th</sup> year that the Growing Together Community Gardens has been active in Fargo and that the group is up to 8 gardens in the city.

No action was taken on this matter.

**Approval of Recommendation for Independent Commissioning  
for the Fargo Parks Sports Complex**

Dave Leker and Tyler Kirchner presented to the Board on this matter. It was noted that the purpose of the Independent Commissioning is to have a resource that can assist in getting the Park District comfortable in using all of the systems within the Sports Complex, from HVAC to raising and lowering basketball hoops. It was noted that the term of the contract would be for 2 to 5 years and would run through the warranty term of the construction so that the independent commissioner could help the Park District identify warranty issues with the building. It was noted that the Park District received three quality bids.

Commissioner Stacey Griggs moved and Commissioner Jerry Rostad seconded a motion to approve and award the bid to KFI Engineers in the amount of \$94,250.00 for Independent Commissioning

for the Fargo Parks Sports Complex as presented to the Board. Upon call of the roll, the motion passed unanimously.

**Consider and Approve Priorities for the next Park Master Planning Services**

Carolyn Boutain presented to the Board on this matter. It was noted that the Park District is currently doing master planning for Island Park. It was noted within the 2022 budget is funds to be allocated to master planning for the next park with the Park District. It was noted that staff identified three parks that are in need of master planning services: (1) Lindenwood Park; (2) Yunker Farm; and (3) Johnson Park. It was noted that once the Board gives staff direction as to which park should be next to have master planning the staff will prepare bid packages for master planning services.

Commissioner Griggs noted that Yunker Farm is currently an empty building with user groups interested in using the facility. Commissioner Rostad noted that Lindenwood Park updated the road last year and that Yunker Farm is a more urgent need. Commissioner Morgan noted that north Fargo needs attention and that she has talked with user groups interested in using Yunker Farm. Commissioner Dawson noted that Lindenwood and Johnson Parks are important parks for the Park District, but they currently work. Commissioner Deutsch noted that lighting issues at Johnson Park is an urgent need but Yunker Farm overall needs attention. All five commissioners noted that all the parks referenced are in need and master planning will move forward at each park.

Commissioner Jerry Rostad moved and Commissioner Stacey Griggs seconded a motion to have staff proceed with the soliciting of Request for Qualifications for the development of a master plan at Yunker Farm. Upon call of the roll, the motion passed unanimously.

**Approval of Option to Collaborate with Fargo Public Schools relating to North High/Coliseum Parking Lot Project**

Dave Bietz presented to the Board on this matter. It was noted that this matter was original discussed at the March 8, 2022 meeting with a request from the Board to look into the design of the proposed Coliseum parking lot. It was noted that staff worked together to re-design the proposed parking lot to include a south end landscape buffer, speed tables, pedestrian cross walks and walkways, and a pedestrian corridor. It was noted that the School District could issue bonds for the Coliseum parking lot and the Park District would remit an annual payment to the School District for the cost of the parking lot. It was noted that the estimated annual payment would be between \$103,500 and \$107,500.

Commissioner Jerry Rostad moved and Commissioner Stacey Griggs seconded a motion to approve the design of the Coliseum parking lot and commitment to partner with the Fargo Public Schools to pay for this improvement as presented to the Board. 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 6:50 p.m.

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Dave Leker, Clerk



## MEMORANDUM

DATE: May 4, 2022

TO: Fargo Park Board Commissioners

FROM: Dave Bietz, Parks Director

RE: Consent Agenda Item No. (d) - Approve and award bid for Pickleball Courts at Brunsdale Park

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The Brunsdale Pickleball Court bids were received and opened Thursday, April 14, 2022, 2:00pm, at the Park District Office. Attached to this memo is the bid tab, a letter of recommendation from our engineers as well as a site plan and engineer's estimate.

This bid was to add three more courts to the North side of the existing pickleball courts at Brunsdale Park. Four contractors bid on this project with the low bid coming from Master Construction in the amount of \$251,500. This includes accepting the two alternates of adding Forta concrete to the mix to improve durability as well as resurfacing the entire complex.

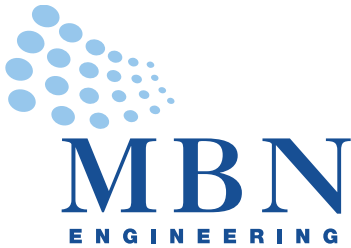
Funds for this project have been budgeted in our 2022 capital budget as well as combing dollars reserved ion our capital account for this project. The engineer's estimate was for \$308,310.

It was recommended by the Committee at the April 27, 2022, Facilities Committee Meeting to bring this bid to the full board on the Consent Agenda for approval at the May 10<sup>th</sup> Park Board Meeting.

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

Thank you.

**Sample Motion:** I make the motion to approve the bid for the Pickleball Courts at Brunsdale Park.



April 14, 2022

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

Subject: Fargo Park District  
Brunsdale Park Pickleball Courts  
Fargo, North Dakota  
MBN Project No. 22-031

On April 14, 2022, the Fargo Park District received and publicly opened four (4) bids for the Brunsdale Park Pickleball Courts. It is our recommendation that the Fargo Park District award the contract to Master Construction Co. Inc. for the Base Bid, Alternate No. 1, and Alternate No. 2 for the combined total of \$251,500.

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,

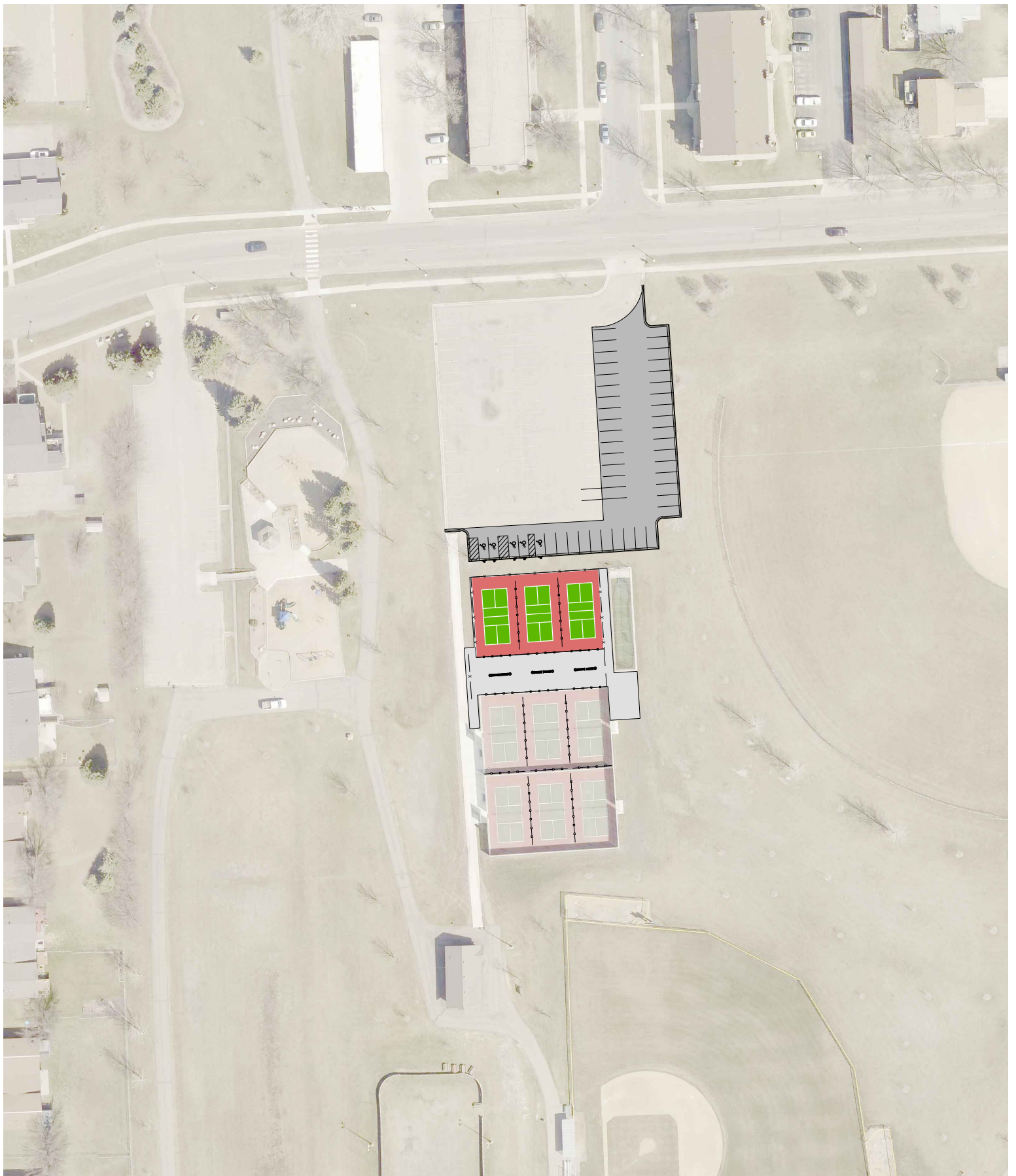
A handwritten signature in blue ink, appearing to read "J. Magelky", written over a light blue circular stamp.

Joshua M. Magelky, P.E.  
Civil Engineer

enclosure

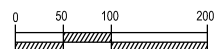






## BRUNSDALE PICKELBALL EXPANSION

1702 27TH AVE S  
FARGO, ND 58103







## MEMORANDUM

DATE: May 4, 2022

TO: Fargo Park Board Commissioners

FROM: Dave Bietz, Parks Director

RE: Consent Agenda Item No. (e)- Approve and award bid for 2022 Playground Improvements

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The 2022 Playground Improvement bids were received and opened Thursday, April 14, 2022, 2:00pm, at the Park District Office. Attached to this memo is the bid tab, a letter of recommendation from our engineers as well as an engineer's estimate.

This project is to upgrade the playground equipment at Westgate and Willow Park. We had three contractors submit bids and the low bid was received from MY Turn Playsystems. The amount of their bid was \$252,687. This includes accepting their bid for base bid as well as accepting alternates #1 and #3 which is the demolition of the existing playgrounds.

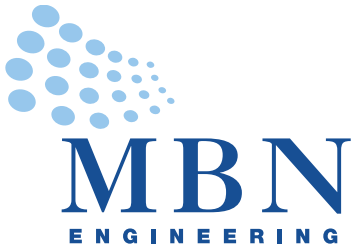
Funds for this project are budgeted annual in our playground replacement budget. The engineer's estimate for this project was \$275,336.80 which included permitting and engineering fees.

It was recommended by the Committee at the April 27, 2022, Facilities Committee Meeting to bring this bid to the full board on the Consent Agenda for approval at the May 10<sup>th</sup> Park Board Meeting.

**Sample Motion:** I make the motion to approve the bid for the 2022 Playground Improvements.

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

Thank you.



April 14, 2022

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

Subject: Fargo Park District  
2022 Playground Improvements  
Fargo, North Dakota  
MBN Project No. 22-030

On April 14, 2022, the Fargo Park District received and publicly opened three (3) bids for the 2022 Playground Improvements project. It is our recommendation that the Fargo Park District award the contract to My Turn Playsystems for the Base Bid, Alternate No. 1, and Alternate No. 3 for the combined total of \$252,687.00

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 "J. Magelky".

Joshua M. Magelky, P.E.  
Civil Engineer

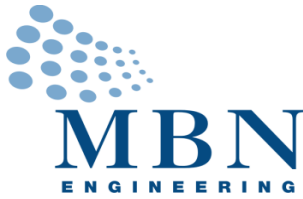
enclosure



**Fargo Park District  
2022 Playground Improvements  
MBN Project #22-030  
Bid Date: April 14, 2022**

| CONTRACTOR / BID BOND / ADDENDUMS     |          |       | My Turn Playsystems |                     | Safety First Playground Maintenance |                     | Dakota Playground |                     |
|---------------------------------------|----------|-------|---------------------|---------------------|-------------------------------------|---------------------|-------------------|---------------------|
| Willow Park Playground                | Quantity | Units | Unit Cost           | Total               | Unit Cost                           | Total               | Unit Cost         | Total               |
| Basketball Standard                   | 1        | EA    | \$5,760.00          | \$5,760.00          | \$3,500.00                          | \$3,500.00          | \$4,118.00        | \$4,118.00          |
| 2-5 Yr Playground Equipment           | 1        | LS    | \$33,450.00         | \$33,450.00         | \$32,600.00                         | \$32,600.00         | \$33,214.00       | \$33,214.00         |
| 5-12 Yr Playground Equipment          | 1        | LS    | \$38,225.00         | \$38,225.00         | \$45,700.00                         | \$45,700.00         | \$42,587.00       | \$42,587.00         |
| Single Post Swing Bay                 | 3        | EA    | \$3,323.00          | \$9,969.00          | \$2,500.00                          | \$7,500.00          | \$2,460.00        | \$7,380.00          |
| Ropeventure Sky5                      | 1        | LS    | \$13,400.00         | \$13,400.00         | \$18,000.00                         | \$18,000.00         | \$23,485.00       | \$23,485.00         |
| Spinetic w/o Speed Limiter            | 1        | LS    | \$6,690.00          | \$6,690.00          | \$7,300.00                          | \$7,300.00          | \$5,480.00        | \$5,480.00          |
| Comet I                               | 1        | LS    | \$1,988.00          | \$1,988.00          | \$3,900.00                          | \$3,900.00          | \$1,790.00        | \$1,790.00          |
| Comet II                              | 1        | LS    | \$2,620.00          | \$2,620.00          | \$3,900.00                          | \$3,900.00          | \$1,790.00        | \$1,790.00          |
| Rubber Mat                            | 8        | EA    | \$150.00            | \$1,200.00          | \$175.00                            | \$1,400.00          | \$165.00          | \$1,320.00          |
| Engineered Wood Fibers                | 319      | CY    | \$34.00             | \$10,846.00         | \$42.00                             | \$13,398.00         | \$36.00           | \$11,484.00         |
| Pea Rock                              | 60       | CY    | \$79.00             | \$4,740.00          | \$88.00                             | \$5,280.00          | \$84.00           | \$5,040.00          |
| Playground Bench                      | 4        | EA    | \$820.00            | \$3,280.00          | \$950.00                            | \$3,800.00          | \$820.00          | \$3,280.00          |
| <b>Willow Park Playground Total</b>   |          |       |                     | <b>\$132,168.00</b> |                                     | <b>\$146,278.00</b> |                   | <b>\$140,968.00</b> |
|                                       |          |       |                     |                     |                                     |                     |                   |                     |
| Westgate Park Playground              | Quantity | Units | Unit Cost           | Total               | Unit Cost                           | Total               | Unit Cost         | Total               |
| 2-5 Yr Playground Equipment           | 1        | LS    | \$33,450.00         | \$33,450.00         | \$32,600.00                         | \$32,600.00         | \$33,214.00       | \$33,214.00         |
| 5-12 Yr Playground Equipment          | 1        | LS    | \$38,225.00         | \$38,225.00         | \$45,700.00                         | \$45,700.00         | \$42,587.00       | \$42,587.00         |
| Single Post Swing Bay                 | 2        | EA    | \$3,323.00          | \$6,646.00          | \$2,500.00                          | \$5,000.00          | \$2,460.00        | \$4,920.00          |
| Comet II                              | 1        | EA    | \$2,620.00          | \$2,620.00          | \$3,900.00                          | \$3,900.00          | \$1,790.00        | \$1,790.00          |
| Rubber Mat                            | 8        | EA    | \$150.00            | \$1,200.00          | \$175.00                            | \$1,400.00          | \$165.00          | \$1,320.00          |
| Engineered Wood Fibers                | 207      | CY    | \$34.00             | \$7,038.00          | \$42.00                             | \$8,694.00          | \$36.00           | \$7,452.00          |
| Pea Rock                              | 40       | CY    | \$79.00             | \$3,160.00          | \$88.00                             | \$3,520.00          | \$84.00           | \$3,360.00          |
| Playground Bench                      | 3        | EA    | \$820.00            | \$2,460.00          | \$950.00                            | \$2,850.00          | \$820.00          | \$2,460.00          |
| <b>Westgate Park Playground Total</b> |          |       |                     | <b>\$94,799.00</b>  |                                     | <b>\$103,664.00</b> |                   | <b>\$97,103.00</b>  |
| <b>Base Bid Grand Total (\$)</b>      |          |       |                     | <b>\$226,967.00</b> |                                     | <b>\$249,942.00</b> |                   | <b>\$238,071.00</b> |

| Willow Park Playground                | Quantity | Units | Unit Cost   | Total       | Unit Cost   | Total       | Unit Cost | Total      |
|---------------------------------------|----------|-------|-------------|-------------|-------------|-------------|-----------|------------|
| Alternate #1 Demolition By Contractor | 1        | LS    | \$16,960.00 | \$16,960.00 | \$22,000.00 | \$22,000.00 | No Bid    | No Bid     |
| Alternate # 2 Plinkoball              | 1        | EA    |             |             |             | \$1,750.00  |           | \$9,145.00 |
|                                       |          |       |             |             |             |             |           |            |
| Westgate Park Playground              | Quantity | Units | Unit Cost   | Total       | Unit Cost   | Total       | Unit Cost | Total      |
| Alternate #3 Demolition By Contractor | 1        | LS    | \$8,760.00  | \$8,760.00  | \$15,000.00 | \$15,000.00 | No Bid    | No Bid     |



## Probable Construction Cost

|  |                        |                    |
|--|------------------------|--------------------|
| <b>Division of Work:</b>                                 | <b>Date:</b> 4/13/2022 | <b>Project No:</b> |
| Civil  | <b>By:</b> Eukel       | 22-030             |
| <b>Project Name:</b><br>2022 FPD Playground Improvements | <b>Phase:</b>          | Page 1 of 2        |
| <b>Location:</b><br>Fargo, North Dakota                  | SD                     |                    |
|  | DD                     |                    |
|  | <b>X</b> CD            |                    |
|  | VE                     |                    |

| Item / Description                         | Quantity | Units | Unit Cost   | Total               |
|--|----------|-------|-------------|---------------------|
| <b>Base Bid</b>                            |          |       |             |                     |
| <b>Willow Park</b>                         |          |       |             |                     |
| Construction Entrance                      | 1        | EA    | \$2,500.00  | \$2,500.00          |
| Mobilization                               | 1        | LS    | \$1,500.00  | \$1,500.00          |
| Basketball Standard                        | 1        | EA    | \$3,000.00  | \$3,000.00          |
| New 2-5 Yr Playground                      | 1        | EA    | \$35,000.00 | \$35,000.00         |
| New 5-12 Yr Playground                     | 1        | EA    | \$56,000.00 | \$56,000.00         |
| Arch Swing                                 | 3        | EA    | \$1,000.00  | \$3,000.00          |
| Toddler Swing                              | 1        | EA    | \$500.00    | \$500.00            |
| Plinkoball Drop Shot                       | 1        | EA    | \$2,500.00  | \$2,500.00          |
| Comet Spinner                              | 2        | EA    | \$500.00    | \$1,000.00          |
| Spinetic w/o Speed Limiter                 | 1        | EA    | \$1,000.00  | \$1,000.00          |
| Ropeventure Sky5                           | 1        | EA    | \$18,500.00 | \$18,500.00         |
| New Pea Rock                               | 60       | CY    | \$80.00     | \$4,800.00          |
| New Engineered Wood Fibers (40% Shrinkage) | 319      | CY    | \$40.00     | \$12,760.00         |
| Playground Bench                           | 4        | EA    | \$750.00    | \$3,000.00          |
| Rubber Mats                                | 8        | EA    | \$250.00    | \$2,000.00          |
|  |          |       |             |                     |
| <b>Willow Park Total</b>                   |          |       |             | <b>\$147,060.00</b> |
| <b>Westgate Park</b>                       |          |       |             |                     |
| Construction Entrance                      | 1        | EA    | \$2,500.00  | \$2,500.00          |
| Mobilization                               | 1        | LS    | \$1,500.00  | \$1,500.00          |
| New 2-5 Yr Playground                      | 1        | EA    | \$35,000.00 | \$35,000.00         |
| New 5-12 Yr Playground                     | 1        | EA    | \$56,000.00 | \$56,000.00         |
| Arch Swing                                 | 2        | EA    | \$1,000.00  | \$2,000.00          |
| Toddler Swing                              | 1        | EA    | \$500.00    | \$500.00            |
| Comet Spinner                              | 2        | EA    | \$500.00    | \$1,000.00          |
| New Pea Rock                               | 40       | CY    | \$100.00    | \$4,000.00          |
| New Engineered Wood Fibers (40% Shrinkage) | 207      | CY    | \$40.00     | \$8,280.00          |
| Rubber Mats                                | 8        | EA    | \$250.00    | \$2,000.00          |
|  |          |       |             |                     |
| <b>Westgate Park Total</b>                 |          |       |             | <b>\$112,780.00</b> |
|  |          |       |             |                     |
| <b>Base Bid Subtotal</b>                   |          |       |             | <b>\$259,840.00</b> |
| Engineering Fee                            |          |       |             | \$8,500.00          |
| 2% Construction Contingency                |          |       |             | \$5,196.80          |
| Plan Review and Permit Fee                 |          |       |             | \$1,800.00          |
|  |          |       |             |                     |
| <b>Base Bid Grand Total</b>                |          |       |             | <b>\$275,336.80</b> |
|  |          |       |             |                     |





## MEMORANDUM

DATE: May 4, 2022

TO: Fargo Park Board Commissioners

FROM: Dave Bietz, Parks Director

RE: Consent Agenda Item No. (f)- Approve Memo of Understanding with Audubon Dakota regarding Southwest Regional Lake area and Urban Plains Park

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This Memo of Understanding (MOU) is an agreement between The Fargo Park District and Audubon Dakota. The agreement allows enrollment of certain property into the Urban Woods and Prairies Initiative. The property is the area around the SW Regional Lake and Portions of Urban Plains Park.

The Urban Woods and Prairies Initiative is a program that began in 2014. The program integrates native landscapes back into urban landscapes by restoring wetlands, grasslands, and riparian woodland areas in an urban landscape, primarily focused on enhancing habitat for target bird species and increasing flood resiliency and water quality. The Park District has partnered with Audubon Dakota on several sites across the district totaling over 400 acres.

It was recommended by the Committee at the April 27, 2022, Facilities Committee Meeting to bring this to the full board on the Consent Agenda for approval at the May 10<sup>th</sup> Park Board Meeting.

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

Thank you.

**Sample Motion:** I make the motion to approve the Memo of Understanding with Audubon Dakota regarding the Southwest Regional Lake area and Urban Plains Park.

## MEMORANDUM OF UNDERSTANDING

**THIS MEMORANDUM OF UNDERSTANDING** (“MOU,” or “Agreement”) is entered into this \_\_\_\_ day of \_\_\_\_\_, 2022 (hereinafter referred to as the “Effective Date”), by and between the Fargo Park District, a municipal corporation and political subdivision of the State of North Dakota (hereinafter referred to as the “Park District”), and National Audubon Society, Inc. d/b/a Audubon Dakota, whose post office address is 3002 Fiechtner Dr, Suite A, Fargo, North Dakota 58103 (hereinafter referred to as “Audubon”).

**WHEREAS**, Audubon is a tax-exempt organization, as described in section 501(c)(3) of the Internal Revenue Code, whose mission is to protect birds and the places they need, today and tomorrow; and

**WHEREAS**, Audubon is interested in preserving and enhancing the habitat for birds and other wildlife within certain “riparian zones,” such as those found along the Red River, while at the same time providing vegetation that is beneficial in terms of water storage, filtration, purification, and flood mitigation, and also providing an aesthetically pleasing nature area for local residents; and all of these goals are in line with the Park District’s goals; and

**WHEREAS**, Audubon desires to work with the Park District on a project called the Urban Woods and Prairies Initiative (the “Initiative”), the purpose of which is to make improvements to certain parcels of property, or habitat management sites, in order to achieve the above-described goals; and

**WHEREAS**, the Park District is agreeable to working with Audubon on the Initiative to achieve said goals, subject to the terms and conditions set forth in this MOU.

**WHEREAS**, in furtherance of the Initiative, Audubon will create and implement habitat management plan on land owned or controlled by the Park District; and

**WHEREAS**, the Park District will conduct necessary site preparations and grant Audubon access to the property for Audubon to implement a habitat management plan and conduct other activities in furtherance of the Initiative; and

**WHEREAS**, the Park District will endeavor to preserve and maintain the areas restored under this MOU for at least 20 years.

**NOW THEREFORE**, in consideration of the parties’ mutual covenants contained in this MOU, and other good and valuable consideration, the receipt and sufficiency of which the parties acknowledge, the Park District and Audubon hereby agree:

1. **Exhibits**. The following exhibit is attached hereto and by reference made a part of this Agreement:

**Exhibit A** – Depiction and Area/Legal Description of Designated Habitat

Restoration Site(s).

2. **Habitat Restoration Site.** The Park District owns a certain parcel of real property located within the boundaries of Cass County, North Dakota, as depicted in the attached Exhibit A. This land shall be designated as a “Habitat Restoration Site.” A legal description of said Habitat Restoration Site is attached hereto in Exhibit A.

3. **Site Plans.** Audubon shall, in consultation with the Park District, prepare a restoration site plan for the Habitat Restoration Site (“Site Plan”). The Site Plan will include detailed descriptions of proposed enhancements, restorations, and improvements for the site, including as appropriate: plans to plant, enhance, or preserve vegetation; install or build fences or other structures; install or construct landscaping; enhance or restore the natural habitats of birds and other wildlife; implement water retention, filtration, purification, and flood control measures; stabilize banks and slopes and reduce erosion; and any other plans intended to create an aesthetically pleasing and ecologically beneficial area. The Site Plan should also describe any necessary preparations (“Site Preparations”) that must be performed by the Park District before the Site Plan may be implemented, including without limitation, any required herbicide applications, mowing, or disking.

4. **Funding.** Audubon is a non-profit conservation organization. Audubon’s obligation to implement and complete the Site Plan improvements is conditioned upon its receipt of sufficient funding.

5. **Approval by Park District.** The Site Plan must be approved in writing by the Park District before Audubon commences implementation. If the Park District reasonably withholds approval of the Site Plan, and Audubon is unable to modify the Site Plan in such a way as to earn the Park District’s approval, this MOU shall terminate and the parties shall be released from any obligations hereunder.

6. **Site Preparations.** Upon approval of the Site Plan submitted by Audubon and approved by the Park District, the Park District shall commence, as soon as weather conditions will allow, with the necessary Site Preparations, before Audubon begins implementing the Site Plan improvements. Site Preparations must be completed in accordance with the Site Plan and to Audubon’s reasonable satisfaction within one year after the date when the Park District issued its written consent and approval of the Site Plan.

7. **Enhancement Period.** A five year “Enhancement Period” shall commence upon Audubon’s acceptance of the Park District’s completion of the Site Preparations. During the Enhancement Period, Audubon shall, at its own cost and expense, but subject to adequate funding, complete the preservations, enhancements, and improvements described in the approved Site Plan for the Habitat Restoration Site.

a. **Site Access.** The Park District grants Audubon a license to access and enter the Habitat Restoration Site for the purpose of implementing and maintaining the Site Plan.



- b. **Extension.** If the five-year Enhancement Period becomes an insufficient amount of time to implement the proposed improvements, due to unforeseen or unavoidable circumstances such as flood, drought, delay or unavailability of supplies, government restrictions, etc., the parties may agree in writing to extend the Enhancement Period.
- c. **Failure to Implement Site Plans; Damage to Improvements.** If Audubon fails to complete the preservations, restorations, and improvements described in the approved Site Plan within the Enhancement Period (as extended), the Park District may terminate this MOU, in which event Audubon will remove any of its equipment and other personal property from the Habitat Restoration Site. If the Park District performs unauthorized management or otherwise damages the restoration or improvement, the Park District shall be responsible to either restore the restorations or to pay for all expenses required for Audubon to rectify the damage.

8. **Ongoing Site Management.** After completion of the Site Plan improvements, Audubon shall deliver to the Park District a long-term habitat management plan or guidance on habitat management. Such plan will recommend appropriate management tools and schedules to maintain the restored native habitat. The Park District will resume the exclusive control of the Habitat Restoration Site and agrees to use its best efforts to maintain the improvements made by Audubon for 20 or more years in accordance with the long-term management plan or guidance. Audubon intends to continue to advise the Park District on proper habitat management after the completion of restoration. As resources permit, Audubon will also endeavor to work with the Park District to sponsor outdoor education programming or research at the Habitat Restoration Site. The Park District retains the option to add amenities to the sites that are in general conformance with and enhance the site plans.

9. **Flooding Situations.** The parties understand that the Habitat Restoration Site is located within a floodplain and is therefore subject to occasional and unpredictable flooding outside of the parties' control. As a result, the parties agree to work cooperatively in flooding situations, by allowing for reasonable extensions of the deadlines contemplated in this MOU and working together to return to the status quo that existed before the flooding subject to the availability of sufficient funds to finance repairs. In the event that the Habitat Restoration Site is flooded, neither party shall be held liable to the other party for any loss or damage incurred as a result of the flood. Once the Enhancement Period has ended and the Park District has undertaken to maintain the improvements made to the Habitat Restoration Site, the Park District will use reasonable efforts to repair any minor damage to the improvements resulting from a flood, so long as sufficient Park District funds are available to finance such minor repairs, but in no event shall the Park District be obligated to repair or replace improvements that have incurred substantial damage as the result of a flood.

10. **Marketing and Signage.** As part of its overall marketing and publicity effort for the Initiative, Audubon shall prepare signage and printed informational materials. Subject to approval of the Park District, Audubon will install informational signage at the Habitat Restoration Site and distribute printed information on the Initiative.

11. **Utility Services.** No utilities may be provided for or connected to the Habitat Restoration Site without the express written consent of the Park District.

12. **Indemnification.** Audubon agrees to indemnify and hold harmless the Park District and any of its officers, employees, contractors, consultants, representatives, agents, and assigns from and against any and all liability, damages, penalties, judgments, or claims of whatever nature arising from injury to persons or property resulting from the negligent acts or omissions of Audubon, Audubon contractors', successors', or assigns' in connection with their use of the Habitat Restoration Site in furtherance of the Initiative, and Audubon shall, at Audubon's own cost and expense, defend any and all suits or actions (just or unjust) which may be brought against the Park District or in which the Park District may be joined with other parties upon any such above-mentioned matter or claims. The Park District agrees to indemnify and hold harmless Audubon and any of its officers, employees, directors, contractors, consultants, representatives, agents, and assigns from and against any and all liability, damages, penalties, judgments, or claims of whatever nature arising from injury to persons or property resulting from the negligent acts or omissions of the Park District, its employees, commissioners, or contractors in connection with the Habitat Restoration Site and Audubon's use thereof, and the Park District shall, at its own cost and expense, defend any and all suits or actions (just or unjust) which may be brought against Audubon or in which Audubon may be joined with other parties upon any such above-mentioned matter or claims. These mutual agreements to indemnify and hold harmless will include indemnity against all costs, expenses, and liabilities, including any attorney fees, reasonably incurred in or in connection with any such claims or proceedings brought thereof. This section will survive the termination of this MOU and any subsequent agreements of the parties contemplated herein.

13. **Assignment.** Neither party may transfer or assign this MOU, nor any rights or obligations under this MOU, without the express written consent of the other party.

14. **Amendments.** No amendment, modification, or waiver of any condition, provision, or term of this MOU will be valid or of any effect unless made in a 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. Any waiver by any party of any default of another party will not affect or impair any right arising from any subsequent default. Except as expressly and specifically stated otherwise, nothing herein will limit the remedies and rights of the parties thereto under and pursuant to this MOU.

15. **Governing Law.** This MOU will be controlled by the laws of the State of North Dakota. Any action brought as a result of any claim, demand, or cause of action arising under the terms of this MOU must be brought in an appropriate venue in the State of North Dakota.

16. **Merger Clause.** This MOU constitutes the entire agreement by and between the parties, and any other prior representations or agreements are deemed merged herein, and those not specified herein do not represent any agreements, promises, covenants, or representations on the part of either party hereto.

17. **Severability Clause.** Each provision, section, sentence, clause, phrase, and word of this MOU is intended to be severable. If any provision, section, sentence, clause, phrase, or

word hereof is held by a court of competent jurisdiction to be illegal or invalid for any reason whatsoever, such illegality or invalidity will not affect the legality or validity of the remainder of this MOU.

18. **Grammatical Construction.** Whenever the singular number is used herein, the same will include the plural where appropriate, and the words of any gender will include any other genders where appropriate.

19. **Agreement Binding on Successors.** This MOU will be binding upon and inure to the benefit of the parties hereto and their respective personal representatives, successors, and assigns.

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

IN WITNESS WHEREOF, the parties executed this MOU on the Effective Date:

FARGO PARK DISTRICT

By: \_\_\_\_\_

Its: \_\_\_\_\_

NATIONAL AUDUBON SOCIETY  
(AUDUBON DAKOTA)

By: \_\_\_\_\_

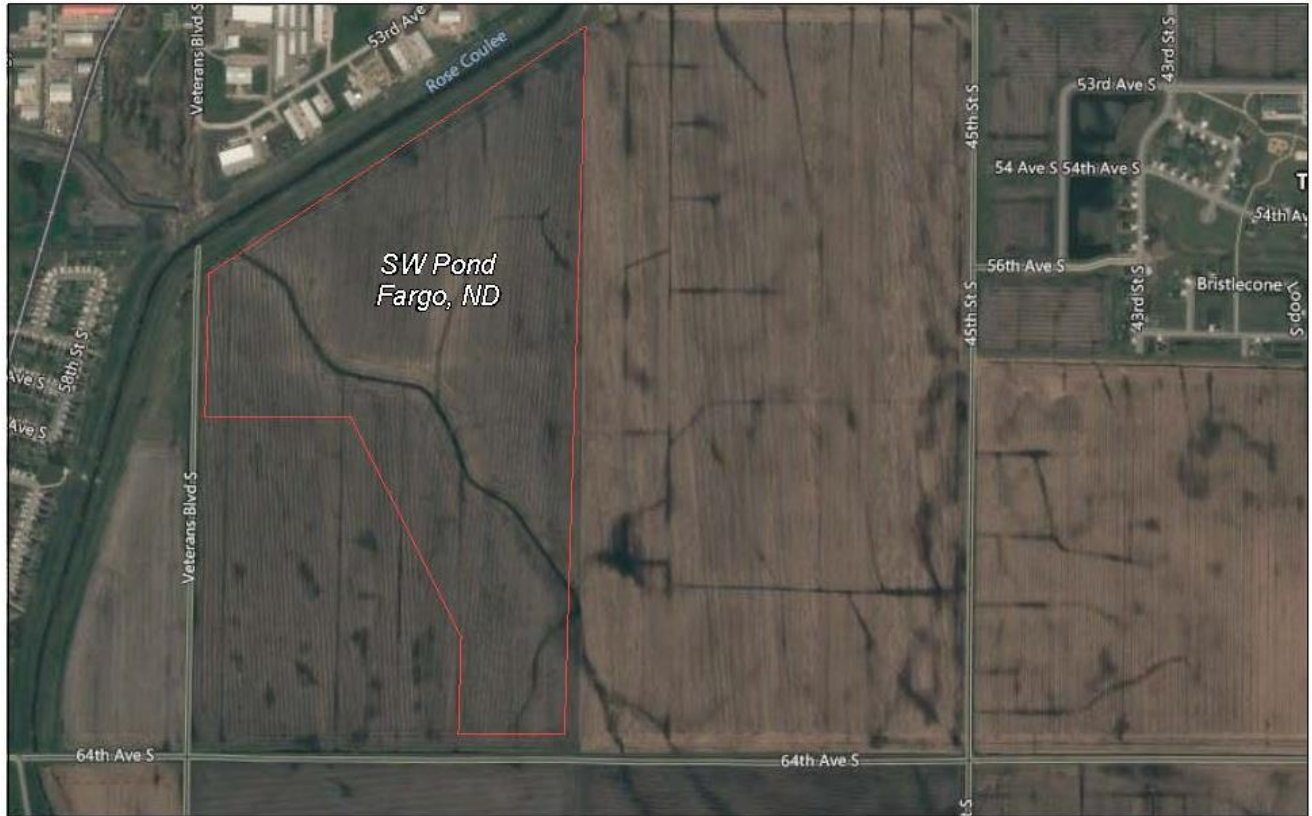
Its: \_\_\_\_\_

**Exhibit A – Depiction and Area/Legal Description of Designated Habitat Restoration Site(s).**

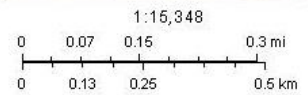
SW Pond

160 acres located at an area within Fargo, ND legally described as 4-138-49 and 4-138-49

SW Pond Fargo, ND UWP



12/23/2021



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Urban Plains

Approximately 18,933 square feet along the perimeter of an area within Fargo, ND legally described as SPL/FR 25-0000-02060-000 "PLATTED FROM 01-3502-00150-000 & 01-3500-04916-000 (7/28/2006 BV-1, P-86) \*8/11/06 SPL/FR 01-3505-00150-000 & 01-6500-04916-000 "3/14/07 SPL/FR 01-8010-00260-000 \*REPLATTED LTS 5-9, BLK 6 & LTS 5-12, BLK 7 URBAN PLAINS BY BRANDT 1ST ADON & LT 7, BLK 1, URBAN PLAINS REC FACILITY ADON (6/4/2007, B-WI, P-45)





## MEMORANDUM

DATE: May 4, 2022

TO: Fargo Park Board Commissioners

FROM: Dave Leker, Executive Director

RE: Agenda Item No. 3 – Fargo Youth Baseball Presentation

---

At the Park Board Meeting on May 10, 2022, Alex Sumner will share an overview of Fargo Youth Baseball and what they do and their partnership with the Fargo Park District.

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

Thank you.





## MEMORANDUM

DATE: May 4, 2022

TO: Fargo Park Board Commissioners

FROM: Luke Evenson, Controller

RE: Agenda Item No. 4 – Presentation and consideration of approval of the 2021 audit

---

The 2021 Financial Statement Audit and Federal Audit have been completed. Eide Bailly has prepared the Executive Summary which presents an overview of those audits, as well as the Financial Statement highlights with some historical graphs and charts.

Draft copies of the Executive Summary, Financial Statements, and Federal Report were presented by Brian Stavenger, Partner with Eide Bailly, at the Budget Committee meeting on May 4, 2022.

The finalized Executive Summary, Financial Statements, and Federal Report will be provided electronically prior to the meeting.

If you have any questions regarding the audit, please contact me prior to the board meeting.

Thank you.

**Sample Motion:** I make a motion to approve the 2021 audited Financial Statements and Federal Report as presented.



## MEMORANDUM

DATE: May 4, 2022

TO: Fargo Park Board Commissioners

FROM: Dave Bietz, Parks Director

RE: Agenda Item No. 5 - Board to consider approval and award bids for 2022 Concrete and Asphalt Improvements

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At the April 27, 2022, Facilities Committee Meeting, permission was granted to bring this item ahead to the full board for consideration and possible approval and award of bids for our 2022 Concrete and Asphalt Improvements. The request was made to allow for more time for contractors to complete all the projects we have. By taking this step we will save a month of construction time.

Several contractors have asked our engineers if there is any way to allow more time for this project as they do not feel there is enough time to get these projects completed by this fall. Staffing is cited as one of the reasons why the contractors do not feel they can complete this work in the time allotted. Another reason cited is the size of the project overall.

At the time of this memo, we have not yet held the bid opening. The bid opening is scheduled for May 5, 2022, at 2:00 pm. Staff will bring the results of this bid opening along with a letter of recommendation from our engineers to the Board Meeting for Commissioners to consider. Attached to this memo is our engineer's estimate for each project and the project overall.

Money for this project is a combination of budgeted funds from our Concrete and Asphalt Budget along with \$726,654.90 we received through a Park District Facility Renovation Grant from North Dakota Parks and Recreation.

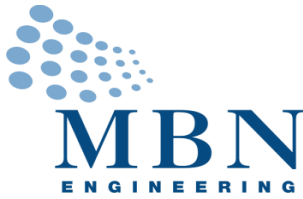
If you should have any questions, please feel free to contact me prior to the Meeting.

Thank you.

**Sample Motion:** I make a motion to approve the 2022 Concrete and Asphalt bid as presented.

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

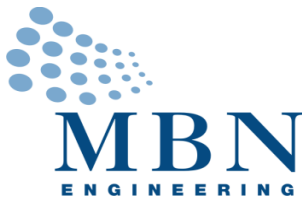




## Probable Construction Cost

|                                 |                       |                    |
|---------------------------------|-----------------------|--------------------|
| <b>Division of Work:</b>        | <b>Date:</b> 5/3/2022 | <b>Project No:</b> |
| Civil                           | <b>By:</b> Eukel      | 22-075             |
| <b>Project Name:</b>            | <b>Phase:</b>         | Page 1 of 1        |
| 2022 Park Pavement Improvements | SD                    |                    |
| <b>Location:</b>                | DD                    |                    |
| Fargo, North Dakota             | <b>X</b> CD           |                    |
|                                 | VE                    |                    |

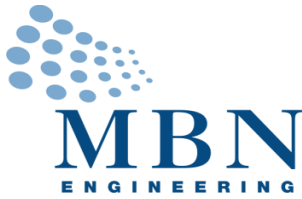
| Item / Description                                   | Quantity | Units | Unit Cost   | Total               |
|--|----------|-------|-------------|---------------------|
| <b>1.0 Trollwood Park</b>                            |          |       |             |                     |
| Remove Existing Sign                                 | 4        | EA    | \$100.00    | \$400.00            |
| Remove Existing Asphalt Pavement (All Thicknesses)   | 4,460    | SY    | \$10.00     | \$44,600.00         |
| Remove Existing Concrete Pavement (All Thicknesses)  | 10       | SY    | \$10.00     | \$100.00            |
| Sandblast Existing Parking Lot Striping              | 130      | LF    | \$5.00      | \$650.00            |
| Accessible Sign                                      | 5        | EA    | \$500.00    | \$2,500.00          |
| Accessible Symbol                                    | 5        | EA    | \$100.00    | \$500.00            |
| 4" Reinforced Concrete Trail w/ 4" Aggregate Base    | 3,445    | SY    | \$55.00     | \$189,475.00        |
| 6" Reinforced Concrete Pavement w/ 6" Aggregate Base | 145      | SY    | \$65.00     | \$9,425.00          |
| ADA Detectable Warning Panel (Cast Iron)             | 160      | SF    | \$50.00     | \$8,000.00          |
| 4" Parking Lot Striping                              | 1,000    | LF    | \$5.00      | \$5,000.00          |
| Finish Grade & Seeding                               | 1        | LS    | \$5,000.00  | \$5,000.00          |
| Earthwork  | 1        | LS    | \$20,000.00 | \$20,000.00         |
| <b>1.0 Trollwood Park Total</b>                      |          |       |             | <b>\$285,650.00</b> |
| <b>2.0 Friendship Park</b>                           |          |       |             |                     |
| Remove Existing Basketball Standard                  | 2        | EA    | \$500.00    | \$1,000.00          |
| Remove Existing Asphalt Pavement (All Thicknesses)   | 1,200    | SY    | \$10.00     | \$12,000.00         |
| Basketball Standard                                  | 1        | EA    | \$2,700.00  | \$2,700.00          |
| 2" Basketball Striping                               | 316      | LF    | \$4.00      | \$1,264.00          |
| 4" Reinforced Concrete Trail w/ 4" Aggregate Base    | 480      | SY    | \$55.00     | \$26,400.00         |
| Finish Grade & Seeding                               | 1        | LS    | \$1,000.00  | \$1,000.00          |
| Earthwork  | 1        | LS    | \$5,000.00  | \$5,000.00          |
| <b>2.0 Friendship Park Total</b>                     |          |       |             | <b>\$49,364.00</b>  |
| <b>3.0 Oak Grove Park</b>                            |          |       |             |                     |
| Remove Existing Asphalt Pavement (All Thicknesses)   | 1,480    | SY    | \$10.00     | \$14,800.00         |
| 4" Reinforced Concrete Trail w/ 4" Aggregate Base    | 1,480    | SY    | \$55.00     | \$81,400.00         |
| ADA Detectable Warning Panel (Cast Iron)             | 40       | SF    | \$50.00     | \$2,000.00          |
| Finish Grade & Seeding                               | 1        | LS    | \$2,500.00  | \$2,500.00          |
| Earthwork  | 1        | LS    | \$10,000.00 | \$10,000.00         |
| <b>3.0 Oak Grove Park Total</b>                      |          |       |             | <b>\$110,700.00</b> |
| <b>4.0 Village West Park</b>                         |          |       |             |                     |
| Remove Existing Asphalt Pavement (All Thicknesses)   | 3,055    | SY    | \$10.00     | \$30,550.00         |
| Remove Existing Concrete Pavement (All Thicknesses)  | 15       | SY    | \$10.00     | \$150.00            |
| Remove Existing Concrete Curb & Gutter               | 12       | LF    | \$10.00     | \$120.00            |
| 4" Reinforced Concrete Trail w/ 4" Aggregate Base    | 3,600    | SY    | \$55.00     | \$198,000.00        |
| Standard Concrete Curb & Gutter                      | 12       | LF    | \$35.00     | \$420.00            |
| ADA Detectable Warning Panel (Cast Iron)             | 48       | SF    | \$50.00     | \$2,400.00          |
| Finish Grade & Seeding                               | 1        | LS    | \$2,500.00  | \$2,500.00          |
| Earthwork  | 1        | LS    | \$10,000.00 | \$10,000.00         |
| <b>4.0 Village West Park Total</b>                   |          |       |             | <b>\$244,140.00</b> |



## Probable Construction Cost

|                                 |                       |                    |
|---------------------------------|-----------------------|--------------------|
| <b>Division of Work:</b>        | <b>Date:</b> 5/3/2022 | <b>Project No:</b> |
| Civil                           | <b>By:</b> Eukel      | 22-075             |
| <b>Project Name:</b>            | <b>Phase:</b>         | Page 2 of 5        |
| 2022 Park Pavement Improvements | SD                    |                    |
| <b>Location:</b>                | DD                    |                    |
| Fargo, North Dakota             | X CD                  |                    |
|                                 | VE                    |                    |

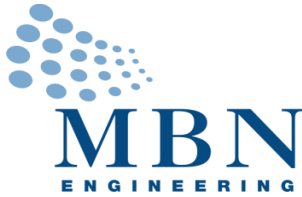
| Item / Description  | Quantity | Units | Unit Cost   | Total               |
|---|----------|-------|-------------|---------------------|
| <b>5.0 McCormick / Jefferson West Park</b>                |          |       |             |                     |
| Remove Existing Asphalt Pavement (All Thicknesses)        | 4,385    | SY    | \$10.00     | \$43,850.00         |
| 4" Reinforced Concrete Trail w/ 4" Aggregate Base         | 3,450    | SY    | \$55.00     | \$189,750.00        |
| Finish Grade & Seeding                                    | 1        | LS    | \$5,000.00  | \$5,000.00          |
| Earthwork   | 1        | LS    | \$15,000.00 | \$15,000.00         |
| <b>5.0 McCormick / Jefferson West Park Total</b>          |          |       |             | <b>\$253,600.00</b> |
| <b>6.0 Lindenwood Park</b>                                |          |       |             |                     |
| Remove Existing Concrete Pavement (All Thicknesses)       | 9        | SY    | \$10.00     | \$90.00             |
| 4" Reinforced Concrete Trail w/ 4" Aggregate Base         | 100      | SY    | \$55.00     | \$5,500.00          |
| 6" Reinforced Concrete Pavement w/ 6" Aggregate Base      | 260      | SY    | \$65.00     | \$16,900.00         |
| Standard Concrete Curb & Gutter                           | 170      | LF    | \$35.00     | \$5,950.00          |
| 4" Parking Lot Striping                                   | 250      | LF    | \$5.00      | \$1,250.00          |
| Finish Grade & Seeding                                    | 1        | LS    | \$1,000.00  | \$1,000.00          |
| Earthwork   | 1        | LS    | \$5,000.00  | \$5,000.00          |
| <b>6.0 Lindenwood Park Total</b>                          |          |       |             | <b>\$35,690.00</b>  |
| <b>7.0 Tharaldson Little League Complex</b>               |          |       |             |                     |
| Remove Existing Asphalt Pavement (All Thicknesses)        | 315      | SY    | \$10.00     | \$3,150.00          |
| 6" Reinforced Concrete Pavement w/ 6" Aggregate Base      | 315      | SY    | \$65.00     | \$20,475.00         |
| Finish Grade & Seeding                                    | 1        | LS    | \$1,000.00  | \$1,000.00          |
| Earthwork   | 1        | LS    | \$2,000.00  | \$2,000.00          |
| <b>7.0 Tharaldson Little League Complex Total</b>         |          |       |             | <b>\$26,625.00</b>  |
| <b>8.0 Stonebridge #2 Park</b>                            |          |       |             |                     |
| Remove Existing Asphalt Pavement (All Thicknesses)        | 1,530    | SY    | \$10.00     | \$15,300.00         |
| 4" Reinforced Concrete Trail w/ 4" Aggregate Base         | 1,550    | SY    | \$55.00     | \$85,250.00         |
| Finish Grade & Seeding                                    | 1        | LS    | \$2,500.00  | \$2,500.00          |
| Earthwork   | 1        | LS    | \$5,000.00  | \$5,000.00          |
| <b>8.0 Stonebridge #2 Park Total</b>                      |          |       |             | <b>\$108,050.00</b> |
| <b>9.0 Stonebridge #1 Park</b>                            |          |       |             |                     |
| Remove Existing Asphalt Pavement (All Thicknesses)        | 825      | SY    | \$10.00     | \$8,250.00          |
| Remove Existing Concrete Pavement (All Thicknesses)       | 25       | SY    | \$10.00     | \$250.00            |
| 4" Reinforced Concrete Trail w/ 4" Aggregate Base         | 800      | SY    | \$55.00     | \$44,000.00         |
| Finish Grade & Seeding                                    | 1        | LS    | \$2,500.00  | \$2,500.00          |
| Earthwork   | 1        | LS    | \$5,000.00  | \$5,000.00          |
| <b>9.0 Stonebridge #1 Park Total</b>                      |          |       |             | <b>\$60,000.00</b>  |
| <b>10.0 Centennial Park</b>                               |          |       |             |                     |
| 4" Reinforced Concrete Trail w/ 4" Aggregate Base         | 40       | SY    | \$55.00     | \$2,200.00          |
| 4" Reinforced Concrete Pavement w/ 6" Agg. Base (Shelter) | 100      | SY    | \$60.00     | \$6,000.00          |
| Finish Grade & Seeding                                    | 1        | LS    | \$1,000.00  | \$1,000.00          |
| Earthwork   | 1        | LS    | \$2,000.00  | \$2,000.00          |
| <b>10.0 Centennial Park Total</b>                         |          |       |             | <b>\$11,200.00</b>  |



## Probable Construction Cost

|   |                       |                    |
|---|-----------------------|--------------------|
| <b>Division of Work:</b>                                | <b>Date:</b> 5/3/2022 | <b>Project No:</b> |
| Civil   | <b>By:</b> Eukel      | 22-075             |
| <b>Project Name:</b><br>2022 Park Pavement Improvements | <b>Phase:</b>         | Page 3 of 5        |
| <b>Location:</b><br>Fargo, North Dakota                 | SD                    |                    |
|   | DD                    |                    |
|   | X CD                  |                    |
|   | VE                    |                    |

| Item / Description   | Quantity | Units | Unit Cost   | Total              |
|--|----------|-------|-------------|--------------------|
| <b>11.0 Kennedy Park</b>                                   |          |       |             |                    |
| Remove Existing Concrete Pavement (All Thicknesses)        | 75       | SY    | \$10.00     | \$750.00           |
| 4" Reinforced Concrete Trail w/ 4" Aggregate Base          | 85       | SY    | \$55.00     | \$4,675.00         |
| 8" Reinforced Concrete Pavement w/ 6" Aggregate Base       | 100      | SY    | \$75.00     | \$7,500.00         |
| Finish Grade & Seeding                                     | 1        | LS    | \$1,000.00  | \$1,000.00         |
| Earthwork  | 1        | LS    | \$2,000.00  | \$2,000.00         |
| <b>11.0 Kennedy Park Total</b>                             |          |       |             | <b>\$15,925.00</b> |
| <b>12.0 Woodhaven South Park Complex</b>                   |          |       |             |                    |
| Remove Existing Concrete Pavement (All Thicknesses)        | 10       | SY    | \$10.00     | \$100.00           |
| Remove Existing Plastic Retaining Wall                     | 243      | LF    | \$10.00     | \$2,430.00         |
| 4" RCP Outlet w/ Rodent Shield                             | 1        | EA    | \$1,000.00  | \$1,000.00         |
| 4" Perforated Drintile w/ Filter Sock                      | 74       | LF    | \$30.00     | \$2,220.00         |
| 4" SDR35 PVC Storm Sewer                                   | 24       | LF    | \$30.00     | \$720.00           |
| 4" Reinforced Concrete Trail w/ 4" Aggregate Base          | 35       | SY    | \$55.00     | \$1,925.00         |
| 4" Reinforced Concrete Playground Sidewalk w/ 4" Agg. Base | 190      | SY    | \$60.00     | \$11,400.00        |
| 4" Reinforced Concrete Pavement w/ 6" Aggregate Base       | 145      | SY    | \$60.00     | \$8,700.00         |
| Erosion Control  | 1        | LS    | \$500.00    | \$500.00           |
| Finish Grade & Seeding                                     | 1        | LS    | \$1,000.00  | \$1,000.00         |
| Earthwork  | 1        | LS    | \$4,000.00  | \$4,000.00         |
| <b>12.0 Woodhaven South Park Total</b>                     |          |       |             | <b>\$33,995.00</b> |
| <b>13.0 Willow Park</b>                                    |          |       |             |                    |
| Remove Existing Tree                                       | 1        | EA    | \$500.00    | \$500.00           |
| Remove Existing Asphalt Pavement (All Thicknesses)         | 810      | SY    | \$10.00     | \$8,100.00         |
| Remove Existing Concrete Pavement (All Thicknesses)        | 90       | SY    | \$10.00     | \$900.00           |
| Connect to Existing 12" PVC Storm Sewer                    | 1        | EA    | \$500.00    | \$500.00           |
| 12"x4" Sewer Wye   | 1        | EA    | \$500.00    | \$500.00           |
| 4"-11½° Bend   | 1        | EA    | \$500.00    | \$500.00           |
| Storm Cleanout   | 1        | EA    | \$500.00    | \$500.00           |
| 4" Perforated Drintile w/ Filter Sock                      | 91       | LF    | \$30.00     | \$2,730.00         |
| 4" SDR35 PVC Storm Sewer                                   | 9        | LF    | \$30.00     | \$270.00           |
| 4" Reinforced Concrete Trail w/ 4" Aggregate Base          | 220      | SY    | \$55.00     | \$12,100.00        |
| 4" Reinforced Concrete Playground Sidewalk w/ 4" Agg. Base | 255      | SY    | \$60.00     | \$15,300.00        |
| Erosion Control  | 1        | LS    | \$3,000.00  | \$3,000.00         |
| Finish Grade & Seeding                                     | 1        | LS    | \$2,500.00  | \$2,500.00         |
| Earthwork  | 1        | LS    | \$10,000.00 | \$10,000.00        |
| <b>13.0 Willow Park Total</b>                              |          |       |             | <b>\$57,400.00</b> |
|  |          |       |             |                    |
|  |          |       |             |                    |
|  |          |       |             |                    |
|  |          |       |             |                    |



## Probable Construction Cost

|   |                       |                    |
|---|-----------------------|--------------------|
| <b>Division of Work:</b>                                | <b>Date:</b> 5/3/2022 | <b>Project No:</b> |
| Civil   | <b>By:</b> Eukel      | 22-075             |
| <b>Project Name:</b><br>2022 Park Pavement Improvements | <b>Phase:</b>         | Page 4 of 5        |
| <b>Location:</b><br>Fargo, North Dakota                 | SD                    |                    |
|   | DD                    |                    |
|   | X CD                  |                    |
|   | VE                    |                    |

| Item / Description   | Quantity | Units | Unit Cost  | Total               |
|--|----------|-------|------------|---------------------|
| <b>14.0 Westgate Park</b>                                  |          |       |            |                     |
| Remove Existing Concrete Pavement (All Thicknesses)        | 25       | SY    | \$10.00    | \$250.00            |
| Connect to Existing Storm Manhole                          | 1        | EA    | \$500.00   | \$500.00            |
| 6"-45° Bend  | 3        | EA    | \$500.00   | \$1,500.00          |
| 6"x4" Sewer Wye  | 1        | EA    | \$500.00   | \$500.00            |
| Storm Cleanout   | 3        | EA    | \$500.00   | \$1,500.00          |
| 4" Perforated DrainTile w/ Filter Sock                     | 63       | LF    | \$30.00    | \$1,890.00          |
| 4" SDR35 PVC Storm Sewer                                   | 27       | LF    | \$30.00    | \$810.00            |
| 6" Perforated DrainTile w/ Filter Sock                     | 35       | LF    | \$35.00    | \$1,225.00          |
| 6" SDR35 PVC Storm Sewer                                   | 125      | LF    | \$35.00    | \$4,375.00          |
| 4" Reinforced Concrete Trail w/ 4" Aggregate Base          | 30       | SY    | \$55.00    | \$1,650.00          |
| 4" Reinforced Concrete Playground Sidewalk w/ 4" Agg. Base | 135      | SY    | \$60.00    | \$8,100.00          |
| Erosion Control  | 1        | LS    | \$1,000.00 | \$1,000.00          |
| Finish Grade & Seeding                                     | 1        | LS    | \$1,000.00 | \$1,000.00          |
| Earthwork  | 1        | LS    | \$2,000.00 | \$2,000.00          |
| <b>14.0 Westgate Park Total</b>                            |          |       |            | <b>\$26,300.00</b>  |
| <b>15.0 Rose Creek Warehouse</b>                           |          |       |            |                     |
| Remove Existing Gravel Section (All Thicknesses)           | 890      | SY    | \$10.00    | \$8,900.00          |
| Remove Existing Concrete Pavement (All Thicknesses)        | 1,250    | SY    | \$10.00    | \$12,500.00         |
| 8" Reinforced Concrete Pavement w/ 6" Aggregate Base       | 2,105    | SY    | \$75.00    | \$157,875.00        |
| 12" Reinforced Concrete Pavement w/ 12" Aggregate Base     | 225      | SY    | \$100.00   | \$22,500.00         |
| 3' Wide Concrete Valley Gutter                             | 115      | LF    | \$25.00    | \$2,875.00          |
| Finish Grade & Seeding                                     | 1        | LS    | \$500.00   | \$500.00            |
| Earthwork  | 1        | LS    | \$5,000.00 | \$5,000.00          |
| <b>15.0 Rose Creek Warehouse Total</b>                     |          |       |            | <b>\$210,150.00</b> |
| <b>16.0 Rose Creek Golf Course</b>                         |          |       |            |                     |
| Remove Existing Asphalt Pavement (All Thicknesses)         | 700      | SY    | \$10.00    | \$7,000.00          |
| 4" Reinforced Concrete Trail w/ 4" Aggregate Base          | 700      | SY    | \$55.00    | \$38,500.00         |
| Finish Grade & Seeding                                     | 1        | LS    | \$2,500.00 | \$2,500.00          |
| Earthwork  | 1        | LS    | \$5,000.00 | \$5,000.00          |
| <b>16.0 Rose Creek Golf Course Total</b>                   |          |       |            | <b>\$53,000.00</b>  |
| <b>18.0 Brunsdale Park</b>                                 |          |       |            |                     |
| Remove Existing Asphalt Pavement (All Thicknesses)         | 1,630    | SY    | \$10.00    | \$16,300.00         |
| Remove Existing Asphalt Pavement (All Thicknesses)         | 20       | SY    | \$10.00    | \$200.00            |
| 4" Reinforced Concrete Trail w/ 4" Aggregate Base          | 1,640    | SY    | \$55.00    | \$90,200.00         |
| Erosion Control  | 1        | LS    | \$2,000.00 | \$2,000.00          |
| Finish Grade & Seeding                                     | 1        | LS    | \$1,000.00 | \$1,000.00          |
| Earthwork  | 1        | LS    | \$5,000.00 | \$5,000.00          |
| <b>18.0 Brunsdale Park Total</b>                           |          |       |            | <b>\$114,700.00</b> |
|  |          |       |            |                     |
|  |          |       |            |                     |





## MEMORANDUM

DATE: May 4, 2022

TO: Fargo Park Board Commissioners

FROM: Dave Leker, Executive Director

RE: Agenda Item No. 6 – Update on Phase I of Strategic Plan process

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Staff has been working with Berry Dunn, formally Green Play on the first phase of a strategic plan for the organization since December 15, 2021. During this first phase certain elements of the Park District are being analyzed. The company's mission, vision and core values are being considered as well as organization structure.

The method used to gain an understanding of these elements was to engage our entire staff through a survey that focused on a SWOT analysis and asked specific questions relating to our mission, vision, and core values. There was also an exercise where anyone who wished could submit what they felt an organizational chart could look like in their areas or for any area within the district. Individual interviews were also conducted of each board member as well as each director to identify a matrix of objectives and items that we will work on in identified areas of opportunity. Additionally, we have conducted various meetings with managers and supervisors to discuss not only the mission, vision, and values, but also with focus placed on the organizational structure. Meetings were also conducted with external partners and community members to get input on the mission, vision, and values of the district.

Next steps will be to submit information back to BerryDunn by May 10, 2022. This information includes comments and ideas on all aspects of what the first phase has included. BerryDunn will then send back information by May 23, 2022, incorporating all our information into their ideas. We will then be able to discuss this combined information at the June 1<sup>st</sup> Budget Committee/Strategic Plan Meeting. Pat O'Toole and Art Thatcher, our consultants, will be present at this meeting to review all the information with us. The goal is for us to get our mission, vision, and values along with an organizational structure finalized and all these items would be considered for adoption by the Board at the June 14 Board Meeting.

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

Thank you.

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