

FACILITIES COMMITTEE MEETING NOTES

Wednesday, May 29, 2024; 11AM

Depot Board Room

Attended: Commissioner Joe Deutsch, Commissioner Aaron Hill, Commissioner Dawn Morgan, Commissioner Vicky Dawson, Susan Faus, Dave Bietz, Carolyn Boutain, Tony Schmitt, Kelly Kisell, Broc Lietz, Kali Mork, Tyler Kirchner, Luke Evenson, Dave Klundt, Isabelle Sinkler, Odin Helgeson, Rob Mounts, Jeff Gould, Ryan Such, and Jodi Buzick

- **Review updated Lease Agreement at Jack Williams Stadium**

Dave Bietz and Kevin Boe, presented. Discussed the park district staff meeting with Fargo Post 2 Baseball to update the agreement. Kevin Boe discussed working with Jeff Gunkelman on legal aspects and Ryan Such. The original agreement from 1997 needed to be updated to include layout of the entire property, responsibilities of each organization, naming policy parks/facilities, concession policy, and alcohol beverage policy. Discussed when safety issues arise, who is responsible. The agreement spells out which entity is responsible for which area and would correct any safety items in those areas. Kevin added the agreement states the park district is asking for annual reports. Dave added if any group the park district is working with is out of compliance, would work with them to find a way to move ahead. Ryan Such added in the previous contract it referenced Exhibit A, and no one had an Exhibit A. The updated agreement clarifies that. Regarding bleachers and stands at Jack Williams they have been neglected by past leadership. Currently working on a plan to rectify that.

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

Bring to the Full Board: June 11, 2024

- **Review updated Lease Agreement at Starion Field**

Dave Bietz and Kevin Boe, presented. Discussed staff meeting with Fargo Post 400 Baseball to update the agreement. The original agreement from 2018 needed to be updated to include layout of the entire property, responsibilities of each organization, naming policy parks/facilities, concession policy, and alcohol beverage policy. Discussed the financial component of this. Discussed the original agreement had an escrow fund.

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

Bring to the Full Board: June 11, 2024

- **Urban Archery Deer Hunting Program Update**

Tony Schmitt, Odin Helgeson and Rob Mounts, presented. Discussed recap of the 2023-2024 Urban Archery Deer Hunting Program. Four zones were added and an alternate hunters'

program. Also started the venison donation program with donation to food shelter. First year using lighted nocks and four volunteer coordinators. Discussed season summary for the program; 18 of 45 successful hunters. Discussed state hunting statistics. Rob Mounts discussed public interaction being positive and some challenging. Discussed one area where hunting was happening close to adjacent landowners, this property will be removed from future hunts.

Proposed changes to the program for 2024-2025 involve the expansion of two properties that are already in the program; Funfar Park, alter to encompass entire park; and Peterson Island property. Discussed assigning all eligible properties, not just park district properties liek had been done in the past. This way we would know exactly who is hunting where. , Also we would like to require parking ID's to identify vehicles parked as hunters, We are also going to use uniform tags on the stands, Lastly, we plan to ask the city to increase eligible hunters from 40-50.

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

Bring to the Full Board: June 11, 2024

- **Review proposed Fees for 2025**

(a) Programming and Events, and Facilities Fees; Kevin Boe, presented.

Discussed evaluating current programming and facilities fees to determine recommendations for the fee increases for 2025. Discussed staff looks at program fees and cost per participant and the trend numbers in the last 5 years to determine the increase. Majority of the increases are associated with staffing costs, some facilities utilities. Very marginal increases. Commissioner Aaron Hill discussed programs with 0%. Kevin stated some are zero because Participation is low or stagnant.

(b) Golf Fees; Carolyn Boutain, presented.

Discussed proposed fees are based on comparable public golf course rates and trends in the industry. The proposed fees represent an approximate 8% increase to green fees, season passes, and cart fees. The increases are recommended to capture the value that is available now due to the popularity and community demand of golf. Discussed that at the board's request adjustments were made rounding to the nearest amount. Staff recommends fees for junior golf restricted fees, driving range fees for the buckets of balls, El Zagal foot golf, and the 3-hole look at Osgood remain the same as 2024.

(c) Fargo Parks Sports Center Fees; Kali Mork, presented.

Discussed staff doing an evaluation of the fee structure to determine recommendations for 2025. The fees are based on research of other similar facilities as well as in relation to 2024 approved fees. Discussed the Sports Center being a new facility and the need for fees to be somewhat fluid as more is learned about the facility's uses, scheduling, costs to operate and user demand for all the spaces. Staff recommends new fees for court and turf spaces initially for any rentals commencing after June 1, 2025, based on the flow of scheduling the building. All other fees would commence on January 1, 2025. Discussed pickleball drop- ins. Kelly Kisell added at Courts Plus participants like to come in and reserve, there are no drop-ins at Courts Plus.

(d) Review Proposed Aquatic Hours and Fees for 2025; Kevin Boe, Dave Klundt, and Isabelle Sinkler, presented.

Discussed staff looks at comparable facilities to determine the new structure for aquatic facility fees based on amenities. Dave and Isabelle compared a couple pools in Minneapolis and raging rivers in Mandan. Discussed hours and the opportunity to expand pool hours. Island Park Pool would be longer on Saturday and Sunda. Kevin discussed tot time/cardio club and a lot of lazy river aspects were significant. Discussed bringing back adaptive aquatics to Island Park for more accessibility. Several lanes will be open for lap swim. Discussed season pass for a specific pool or season pass for all pools. Discussed the importance of getting information out to the public.

(e) Review proposed 2025 Courts Plus Community Fitness Membership and additional fees; Kelly Kisell, presented.

Discussed staff recommending a 3% increase in membership fees; \$1.00 increase in monthly Child Watch fees per child, \$.50 increase for hourly tennis court rental. Membership fees compared to Family Wellness and YMCA. Courts Plus is still less in membership fees.

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

Bring to the Full Board: June 11, 2024

- **Review bids for the 2024 Yunker Farm Dog Park Improvements**

Tyler Kirchner, presented. Bids opened May 16, 2024.

Discussed receipt of five bids: (1) Lee Jones & Sons Construction, Co., (2) Northern Improvement Company, (3) Roers Construction Joint Venture, LLC, (4) Border Stating Paving, and (5) Earthwork Services, Inc.

Staff recommended awarding the contract to Roers Construction Joint Venture, LLC, for the base bid of \$897,693.41. Staff recommended to approve Alternate #1 – Concrete Parking Lot; \$36,589.50 and Alternate #2 – Concrete Mow Strip for all fencing; \$34,600.00 for a combined total of \$968,882.81. The engineer's estimate for the base bid total was \$1,017,223.49 and \$185,076.50 for Alternates #1 and #2, for a combined total of \$1,202,299.99. Bid met all specifications and was lowest bid. Discussed funds will come from the 2024 capitals and the 2024 concrete and asphalt budget.

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

Bring to the Full Board: June 11, 2024

- **Request permission to solicit bids for the Rose Creek Golf Course Tunnel Repairs**

Tony Schmitt, presented. In alignment with our Procurement Policy, staff requested permission to publicly bid the Rose Creek Golf Course Concrete Tunnel Repairs. Funds for this project would come from the 2024 capital concrete repairs budget. Discussed staff is in

the process of obtaining a professional structural engineer's opinion on the needed repairs and an estimated current cost. Discussed the timeline for the bid will be determined after the needed work is determined.

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

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- Other

Notes submitted by Jodi Buzick, Administrative Specialist