

Consideration to adjust 2025 Aquatic Fees:

Kevin Boe, Dave Klundt, Isabelle Sinkler presenters. Susan discussed at the June board meeting, staff presented the proposed 2025 aquatic fees and at the August board meeting the commissioners approved the hours and the fees. Kevin stated that in response to the community feedback, staff reexamined pricing for the 2025 season passes at Island Park, all-inclusive five-pool pass and a newly proposed four-for-one pass. The new four-for-one would grant access to all pools except Island Park. These adjustments will require a budget modification, reducing revenues by \$57,610.

Dave discussed that the biggest change last year was going to be basing the fee structure on amenities. The cost was a bit more at Island Park because there would be more staff needed and more maintenance-it was different than in the past.

Commissioner Dawson reviewed the timeline for this and asked if this is where we should have been to begin with or are we concerned about more loss and how did you decide the fees? Kevin stated they ran several different models and fee structures on how to find out how it would impact the overall budget. Susan also stated that listening to the community and providing more options for families and the community.

There was discussion on lap swimmers and hours. Isabelle stated that they are looking into having just a lap swimmer fee, it will be during Cardio Club hours, but it is designated for lap swimmers.

Dave stated that scholarships used to be youth only, now we will be offering adult scholarships as well and working with the Marketing team as to how to promote it. Kevin stated that they have been working with the Foundation team and discussing funding the scholarship program.

Commissioner Deutsch suggested that we go to the schools and promote the scholarship program. He stated that it is not that the kids don't qualify, it's because parents or family members don't know about it or have access to be able to fill out the information. Commissioner Absey stated that even talking with the social workers, they know the kids the best and take the time to meet with them and they can help with that process. Susan mentioned that if you qualify for benefits you will get a pool pass, there is not a limit or certain number of scholarships for the community, anyone who qualifies will get a pass.

Commissioner Absey asked if children or families at the shelter can use that address and get a pass, Dave stated they have worked with the Y regarding this and made arrangements to make this happen.

Commissioner Dawson asked what the situation will be with the lap swimmers, they are expecting to be able to swim at noon. Isabelle stated that they still can do that but there will be kids jumping and swimming during that time. The lap swim time has been moved up earlier because they are opening up the pools an hour earlier. Commissioner Dawson asked if we have communicated with the lap swimmers as they think they will be able to come and swim at noon. Isabelle stated the times are posted in the brochure and on the website.

There was discussion as to why does the pool shut down for an hour. Commissioner Dawson asked if we could figure out how to not be shut down and being able to rotate staff.

Susan stated that we have been talking about this Park District wide with our new leadership structure and team that we are focused on assessing and evaluating current procedures and policies that we have, not just at our pools but park district wide. This is an opportunity to have additional conversations to see if there are some changes to make moving forward. Susan said she would like to thank the community for giving the feedback that they did.

The committee recommends moving to the full board and placing it on the Regular Agenda to discuss and vote.

Consideration of the Madelyn's Meadows Developers Agreement:

Tyler Kirchner, presented. Tyler stated Fargo Park District staff have been collaborating with the developers of the Madelyn's Meadows Development on a 70-acre parcel located at 73rd Avenue South and 30th Street South. As part of the project, the developer wishes to include a park featuring a recreation trail, open green space, a picnic shelter, park benches, and a playground. A total of 2.17 acres has been designated for this park.

The agreement has been reviewed by legal counsel and changes suggested have been incorporated in the agreement. The agreement provides for the park to be developed through a special assessment district that would be created by the Fargo Park District over the approximately 70 acres. The total cost of the park is estimated at \$743,204.55. Preliminary plans are to start the construction of the park in the summer of 2025 or 2026.

The committee recommends moving to the full board and placing it on the Regular Agenda to discuss and vote.

Consideration of Resolution Creating Park Improvement District No. 2025-1 for Madelyn's Meadows:

Tyler Kirchner, presented. The document discusses the process and considerations involved in developing a park in a community. It covers various aspects such as the developer's agreement, responsibilities of the district, developer, and city, and the steps involved in creating a public improvement project. The document also mentions the importance of collaboration with developers, the city, and other stakeholders to ensure the successful completion of the project. Additionally, it highlights the need for proper planning, budgeting, and coordination to address any challenges that may arise during the development process¹.

The highlighted area specifically mentions the following points:

- The developer's agreement outlines the responsibilities of the district, developer, and city, including infrastructure improvements like roads, sidewalks, and utilities.
- The first step in the process is to bring together all stakeholders and start the developer's agreement.
- After the agreement is in place, the next step is to consider a resolution for creating a public improvement project.
- The document emphasizes the importance of collaboration and coordination with developers, the city, and other stakeholders to ensure the project's success².
- It also highlights the need for proper planning, budgeting, and addressing any challenges that may arise during the development process.

The committee recommends moving to the full board and placing it on the Regular Agenda to discuss and vote.

Consideration of the permission to bid Madelyn's Meadows Park:

Tyler Kirchner, presented. Request permission to publicly bid the Madelyn's Meadows Park Improvement Project and Madelyn's Meadow's Playground Project

The committee recommends moving to the full board and placing it on the Regular Agenda to discuss and vote.

Consideration of 2025 Concrete/Pavement Improvement Project bids:

Tyler Kirchner, presented. Tyler stated the bids for the 2025 Concrete/Pavement Improvement Projects were received and opened on February 6, 2024, at 2:00 P.M., at the Park District Office.

The four bids were received for the 2025 Projects: (1) Dakota Underground Co. with a bid amount of \$2,208,764.50; (2) Earthwork Services Inc. with a bid amount of \$1,329,699.20; (3) Northern Improvement Co. with a bid amount of \$1,416,043.50; and (4) Roers Construction Joint Venture LLC. with a bid amount of \$1,337,920.50.

Tyler stated upon review of the bids, staff recommends awarding the bid to Earthwork Services Inc. in the amount of \$1,329,699.20. The bids met all specifications, is the lowest bid and within our concrete/pavement improvements budget of \$1,500,000.00.

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

consideration and approval.

Consideration of 2025 Playground Replacement Project Bids

Tyler Kirchner, presenter. Tyler stated the request for proposals for the 2025 Playground Replacement Projects were received and opened February 6, 2024, at 2:00 P.M., at the Park District Office. The Fargo Park District received (7) and publicly opened four (4) bids. The reason for not opening is not having a contractor's license and a bid bond of at least 5%. Commissioner Deutsch asked if there is something that we can do to help the bidders get the correct items in the bids to us. Dave stated that it is very clear on our specifications on these projects. These specifications are the rules of the state that we are following.

The review committee consisted of: Chris Johnson, MBN Engineering, Inc.; Tyler Kirchner and Tony Schmitt of the Fargo Park District. They ranked all the playgrounds on play quality, design features, inclusivity.

Tyler stated with the Commissioners approval, moves forward, then they would go to the public for comment. Giving the community 2 options and give 3 color choices.

Tyler said upon review and scoring of the proposals, staff recommends awarding the contract to My Turn PlaySystems for Bid Schedule No. 1 Fox Run Park – \$200,000, Bid Schedule No. 2a Rheault Farm w/ Turf - \$300,000, Bid Schedule No. 3 Tharaldson Little League Complex - \$200,000. Our budget is \$700,000.00.

Tyler and Tony reviewed the pictures and features of the different playgrounds.

Commissioner Dawson would like for this to be discussed in more detail at the board meeting.

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

Consideration of Rose Creek Driving Range Net Replacement Bids

Tyler Kirchner, presenter. Tyler stated bids for the Rose Creek Driving Range Net Replacement were received and opened on February 6, 2024, at 2:00 P.M., at the Park District Office. The Fargo Park District received four (4) proposals and publicly opened three (3) proposals, with one (1) being rejected due to incorrect bid submittal.

Tyler said upon review, staff recommend rejecting all bids due to the project coming in substantially over budget. Project budget was \$110,000 and low bidder came in at a combined total of \$158,948.00. The plan is to reduce scope and rebid and schedule to come at future date. The plan is to bid in March, bring back to Planning in April and then the May Board meeting.

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

Permission to bid 2025 Courts Plus Siding Project

Tyler Kirchner, presenter. Tyler said in alignment with our Procurement Policy, Policy No. 390, we are requesting permission to publicly bid 2025 Courts Plus Siding Project.

The funds for these projects will be taken from the 2025 approved budget for \$205,000. Tyler said he is working with Kelly and staff, talking with architects. The bid timelines for these projects have yet to be determined. Susan said what a great time to add a Park District logo.

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

Consideration of Pepsi Soccer Complex Building Siding Project bids

Tony Schmitt, presenter. Tony stated that the bids for the Pepsi Soccer Complex Building Siding Project were received and opened on February 6, 2025, at 1:00 p.m. at the Park District Office. We received 3 bids for this project.

We received bids from Fargo Siding in the amount of \$42,750, Western Products in the amount of \$43,328.72, and Lemke Exteriors in the amount of \$51,158. Staff recommends accepting the bid from Fargo Siding for the bid amount of \$42,750. The bid met all specifications, is the lowest bid and is within the budgeted amount of \$60,000 for the project.

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

Consideration of Davies Recreational Pool Resurfacing Project bids

Tony Schmitt, presenter. Tony stated that the bids for the Davies Recreational Pool Resurfacing Project were received and opened on February 5, 2025, at 1:30 p.m. at the Park District Office.

Tony said we received 3. Bids from Associated Pool Builders in the amount of \$175,200, Horizon Pool Supply in the amount of \$249,524, and Mid America Pool Renovation in the amount of \$375,000. Staff recommends accepting the bid from Associated Pool Builders for the bid amount of \$175,200 in addition to an add alternate that was provided for the replacement of drain grates in the amount of \$10,000 for a total bid amount of \$185,200. The bid met all specifications, is the lowest bid and is within the budgeted amount of \$320,000 for the project, initially we had \$200,000 and was told that was not enough. We are well within budget.

Davies closes the 3rd Sunday in August, drain the pool, then they have late August into September to get the project completed.

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

Consideration of 2025 Equipment bids

Tony Schmitt, presenter. Tony reminded us that we did a bid opening in December and had to reject these 3 items. We did rebid this, and Tony stated that bids for the purchase of 2025 Park District Maintenance Equipment were received and opened on February 5, 2025, at 1:00 p.m. at the Park District Office.

Tony said after review of the information, staff recommends accepting the Option A bid from Swanston Equipment for the purchase of the tracked skid steer in the amount of \$76,711.57, accepting the Option B bid from Swanston Equipment for the purchase of the articulating loader in the amount of \$48,397.36, accepting the bid from Sanitation Products in the amount of \$141,408 for the purchase of the Cab Over Truck w/8CY Rear Load Trash Compactor. The funds for this equipment will be taken from the 2025 approved budget.

Tony also said they recommend rejecting the bids from RDO and Titan Machinery that did not meet equipment specifications:

- Titan Machinery submitted a bid with non-undercarriage suspension for Item #1-Tracked Skid Steer.
- RDO Equipment submitted a bid that included a DPF (Diesel Particulate Filter.)

Commissioner Dawson asked if we are replacing a truck and Tony said yes, we are, right now we have 3 trucks. 2 are 20 years old but the spare is a ¾ ton pick-up with a side loader. It is a very out dated piece of equipment.

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

Consideration of Supplement number 4 to Ground Lease at the Ed Clapp building

Dave Bietz, presenter. Dave stated this is a new supplement that is replacing an old supplement that the staff and the city can't find.

Dave said down at Ed Clapp there is a building that is ours. The Park District and The City of Fargo have a ground lease agreement for the Ed Clapp property. The Park District owns the land, while the city constructed a building on it. This building houses the Carlson Library, Ed Clapp Senior Center, and Valley Senior Services' administrative offices.

The initial agreement was approved in 2005 before the building's construction. Since then, supplements have been added to address unforeseen issues. The first supplement detailed maintenance responsibilities but cannot be located after an extensive search by both entities. The roof and the HVAC systems are all shared. That is what supplement number four does, it talks about normal maintenance things that has to happen on our side, we are responsible, on the city side, they are responsible.

Currently, Tony's team is doing the snow removal, that is the last year that we are doing this, then it will go to the City of Fargo.

To clarify these responsibilities, we created supplement number four to replace section 13 of the original lease and the missing supplement number one.

For background, supplement number two allowed the school district to build an additional parking lot, and supplement number three clarified insurance responsibilities. Both refer to the missing supplement number one. Staff requests approval of supplement number four to replace section 13 of the original agreement and the missing supplement number one.

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

Other:

1. Jayne discussed Broadway Station, related to Valley Senior Services. We just received the new numbers for 2025, the lease is going up, but she will get the numbers for the board. We do 13-20 meals there a day. Trollwood is 1 mile from there and have the capacity to have the meals there, and sources for rides. What is happening though is a former leader for VSS attends there, conversations are being held and there might be a petition being started, they don't want to move.

2. HR Director has accepted and starts Monday. Kelsey Smith her name, formally at Western State Bank.

3. The Depot: Susan stated we are completely out of the building. When we sold the building, we sold the train cars with the sale. MBN, the new owner is thinking of potentially selling the train cars. They want to use that space for snow removal. Susan said she and Dave are meeting with MBN on Friday and discussing the train and the snow situation.

Meeting adjourned at 10:26 am.

Minutes submitted by Carmen Johnson, Executive Assistant