Planning Committee Meeting Minutes

Wednesday, May 21, 2025; 8:30 am

Fargo Parks Sports Center

Alex Stern Boardroom

**Post 400 Artificial Turf Proposal for Starion Field at the Anderson-Tharaldson Complex:**

Jeff Gould, presented. Jeff met with Dave Bietz and Tony Schmitt to discuss a potential 2026 project of installing artificial turf on the outfield surface of the Starion Field at Anderson-Tharaldson complex. This project is being considered as part of the ongoing Capital Improvement Plan and Park System Master Plan. The discussion included the potential benefits of artificial turf, such as reduced maintenance costs and increased usability of the field for various sports and events.

There was discussion of getting a Geotech engineer to review the area of the field where the turf would be installed and that would help determine what option to use, there were four options presented.

**Consideration of Forestry Brush Chipper Bids Utilizing Emerald Ash Borer (EAB) Funds:**

Tony Schmitt, presented. Tony reviewed the bids for the purchase of Forestry Equipment that were received and opened on May 8, 2025, at 1:30 p.m. at the Park District North Maintenance Shop Office.

We received bids from Trenchers Plus in the amount of $74,324, RDO Equipment in the amount of $77,563, and an additional bid from Trenchers Plus in the amount of $89,214. Staff recommend accepting the highest bid from Trenchers Plus in the amount of $89,214 due to this being the only bid that met the minimum specifications for this piece of equipment for material handling. Funds for this purchase of the brush chipper will come from the dedicated EAB Fund.

Tony said due to incomplete specifications, we have decided to reject the bids for the aerial lift truck and will readvertise for bids with a new scheduled bid opening date of May 29, 2025, at 1:30 p.m. We plan to present the results of that bid opening at the June 18, 2025, Planning Committee Meeting.

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

**Consideration of Jack Williams Stadium-Infield Wall Stabilization Project Bids:**

Tyler Kirchner, presented. Tyler reviewed the bids for the Jack Williams Stadium-Infield Wall Stabilization Project that were received and opened on May 8, 2025, at 2:00 P.M.

Tyler discussed the two bids that were received for the Project: (1) Gast Construction Co., Inc. with a bid amount of $223,800.00; and (2) L2 Contracting with a bid amount of $224,881.00.

Upon review of the bids, it is recommended to award the bid to Gast Construction in the amount of $223,800.00. The bids met all specifications, is the lowest bid and within our project budget of $225,000 for this portion of the project. There is still other concrete work that would need to be done in the stadium outside of the wall area. Design work and cost estimates are still being worked on for this portion of the project.

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

**Consideration of Selkirk Development Memorandum of Understanding:**

Tyler Kirchner presented. Tyler discussed that the Park District and City of Fargo plan to enter a Memorandum of Understanding (MOU) for construction and maintenance of Selkirk Development or Clay Hector Park.

Tyler stated while planning the park, the developer, Parks staff, and City staff began collaborating on design, construction, and maintenance responsibilities for the park. This MOU outlines each entity's responsibilities.

The Park District will work collaboratively with the City and Developer to design the park. The City will develop plans and construct infrastructure items outlined in the MOU. The Park District will develop plans and construct the park amenities outlined in the MOU.

The city will maintain the stormwater facilities as outlined in the MOU. The Park District will maintain all other amenities within the park as outlined in the MOU.

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

**2026 Budget Update**:

Broc Lietz, presented. Broc reviewed the 2026 budget process. It started in March with presentations to leadership and staff. Broc discussed revenue estimates which included tax revenue which included the City of Fargo Assessors report that shows mill levy valuation increasing 4.56%; 4.39% new growth and .17% increase.

Broc also discussed Intergovernmental state aid, charge for service, miscellaneous information, 2026 expenditures, salary recommendations, benefits and utilities for 2026.

**Review proposed fees for 2026:**

Programming, Events and Facility and Pool Fees: Kevin Boe reviewed the proposed fees for programs, events, facilities, and pool fees for 2026. It was discussed that there will be a 3% increase for adult, youth, facility, and pool fees for 2026. Commissioner Dawson was concerned about pricing for swimming lessons and the sports sampler, wanting it to be affordable and available. There was also discussion of the fact of people bringing firewood into our campgrounds and how can we keep track of that with concerns of forestry issues.

Sports Center Fees: Kali Mork reviewed the proposed fees for the Sports Center for 2026. She stated staff did an assessment of our rate structure to determine recommendations for 2026. There were only 4 months of data for operating the building so Kali said they are still developing patterns for the facility. Kali stated the recommendation for 3% increase for most rates. There is a larger increase for turf and community rooms where we are below market fees. For open play, increasing to $5, open play admission includes 7.5% sales tax.

Courts Plus Fees: Kelly Kisell reviewed the proposed fees for Courts Plus for 2026. He stated that he recommends a 3% increase and to widen the gap between member and non-member programs.

Golf Fees: Rocky Papachek reviewed the proposed fees for golf for 2026. Rocky suggested a 4% increase in green fees, no increase in range bucket or foot golf. This increase does include the 7.75% sales tax. For season passes it was suggested to increase all season passes 6% except senior passes, they would increase 4%, this also includes the 7.75% sales tax.

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

**Prairiewood Golf Course Update:**

Rocky Papachek, presented. Rocky discussed that there have been some situations at Prairiewood golf course regarding children getting injured while playing in their yards near hole #2. There has been discussion as to moving the tee box out into the fairway as a temporary measure. Phelps Golf Design LLC has been scheduled later in Jume to visit the property and look at the challenges and giving us options.

Meeting adjourned at 10:30 am.

 Minutes submitted by Carmen Johnson, Executive Assistant