

FMRP Oversight Team Meeting – Summary Notes
12:00 Noon, July 13, 2016 at Currents Headwater's Conference Rm.

Oversight Team (OT) Members Present: Pat O'Herren, Chris Lounsbury (Acting Chair), Donna Gaukler, John Wilson and Dale Bickell

Design Team Members Present: Larry Farnes, Neil Miner, Garrick Swanson, Lisa Moisey, David Selvage and Mark Kobos (JCG)

Oversight Members (OT) Absent: Barbara Berens(chair) and Andrew Czorny

TLG – The Land Group

OT – Oversight Team

JCG – Jackson Contracting Group

AGENDA

- FMRP Operations (MIS) and Recreation Pro forma (Enterprise)
 - PR-1 and 1a: Phase I and Phase II maintenance operations per Maintenance Impact Statement (MIS)
 - PR-2 Recreation and related services per Pro forma and by phase
 - Annual Fee/Permit Policy and Amounts as reviewed by City and County Park Boards and approved by City Council – <http://www.ci.missoula.mt.us/DocumentCenter/View/33167>
- Authorize approval of Phase I, Bid Alternate #5: Synthetic Turf Field Lighting LED Lights
- Approve Change Order #008
- Update on future expected contingency items
- Other Items and Updates

Summary of Agenda Discussion Items

FMRP Operations (MIS) and Recreation Pro forma (Enterprise)

Donna Gaukler presented background information and current status on the FMRP Operations MIS and Recreation Pro forma (Enterprise)

- 2014 - City staff created the FMRP Maintenance Impact Statement (MIS) to reflect the DHM park master plan for both phase I & phase II that was presented to the public. The MIS was provided to the Park Boards, Commissioners and Council.
- Park Operational costs do not include event and recreation expenditures and revenues. These are included in the Pro forma and Recreation budget request.
- City is funding the City Owned 93 acres of FMRP (FMRP City Portion, is expanding the City Park Land system by 27%)
 - FY 17, there is a one-time startup cost (\$73,677.00) funded by the P&T Bond
 - FY 17, City Proposed request is \$221,030.00 in budget to fund remaining one-time startup cost
- City has been maintaining the County Owned Parcel of the park (63 acres) prior to 1991
 - County provides \$96,734.00 per FY16 to support maintenance costs to the City for the 63 acres
- FMRP Phase II park users (Soccer, Softball, Tennis and other programs) will be dispersed through the City and County Park System, and likely schools, to meet recreational program needs
- City will continue to use the \$96,734.00 from the County to provide maintenance on the City Park System due to FMRP Phase II displaced users and to pay for a portion of programs still on the County parcel

- Sport turf users will be transitioned to the FMRP soccer fields May 2017. The multi-use soccer fields are currently under construction.
- The Pro forma was developed on a market analysis completed by Ballard & King that considered:
 - Where are tournament facilities in the region?
 - How much revenue could possibly be generated from events, rentals, shelters, etc.
 - The market analysis lead to the detailed Pro forma (budget request)
- City Park staff continues working on park branding and marketing – an upfront cost of park operations to establish revenue
 - City Council approved \$36,764.00 FY17 to cover Phase I operation costs

Based on Pro Forma

	FY17	FY18	FY19	FY20	FY21**
Expenditures	\$ 131,815	\$ 251,639	\$ 365,181	\$ 376,026	\$ 385,427
Revenue	\$ 95,051	\$ 241,500	\$ 408,067	\$ 449,613	\$ 458,605
Balance *	<u>\$ (36,764)</u>	<u>\$ (46,903)</u>	<u>\$ (4,017)</u>	<u>\$ 69,570</u>	<u>\$ 73,179</u>

* all proceeds to FMRP Enterprise Fund to reinvest in Park improvements and/or revenue generating opportunities

**Increases will stabilize as all facilities are fully open.

- FY 18 – Phase II opens
- FY 19 - Phase I and II are open and fully operational
- FY20 and FY 21, the recreation component or (enterprise services) generates net revenue
- The Park Enterprise Fund was established to earmark fees from many recreation programs and facility rentals for purchases and improvements to benefit those programs directly. The revenue sources are from organized recreation leagues, and user groups, with a portion or percent (typically ~20%) of their fee going to that program specifically.
- The funds from the City County agreement may be utilized to make minor park improvements, and provide daily services, for displaced park users and programs within the City Park System while Phase II is under construction
 - After a brief discussion, the Oversight team determined that minor and necessary capital improvements related to improving fields to meet minimum standards for displaced users would be GO Bond eligible.
- Dale Bickell reminded Oversight that the maintenance & actual cost of maintenance on the City side of FMRP will inform maintenance cost on the County side of FMRP
- The County Park & Trails Program requested the Board of County Commissioners fund the \$96,734.00 in FY 17 to pay for City provided maintenance on the County parcel of FMRP
- Pat O' Herren requested Donna G. provide a one page summary outlining the goal and purpose of the enterprise account (reference summary attached)

Authorize approval of Phase I, Bid Alternate #5: Synthetic Turf Field Lighting LED Lights

Neil Miner updated OT on Bid Alt #5 to install LED lights on the synthetic turf field in phase I. There is a \$317,000.00 credit from Knife River from gravel extraction in 2002-05 at the current location of the soccer bowls. The original plans for the credit was for phased development of FMRP and/or pond restoration/construction at the Knife River gravel pit adjacent FMRP. The cost of the add alt is \$95,000.00 for LED lights and foundations; \$100,000.00 from the Knife River credit will go into FMRP project contingency to cover the cost of the LED lights.

Dale Bickell made a motion to approve Phase I, Bid Alternate #5: Synthetic Turf Field Lighting LED Lights, Donna Gaukler seconded. None opposed. Motion passed.

Approve Change Order #008

DESCRIPTION:

Attached PCO for approval. All funds will be deducted(-) or credited(+) to contingency. KR will write Parks a check for 100,000 for existing credits.

PCO #032: Savings From Permits/Impact Fees: +68,816.90
PCO #033: Championship Field LED Lights: -\$231,000
PCO #041: ASI 001 - Concrete Curb @ Pavilion and Rugby Playgrounds: -\$1,248.21
PCO #042: Sump @ Green Guidon Swale: -\$2,317.93
PCO #043: ASI 003 - Irrigation Changes @ Rugby Field: -\$3427.68
PCO #047: Abandon Existing Water Wells: -\$9,297.00
PCO #049: Entry Monument Detail Changes: -\$7,241.00
PCO #050:Knife River Credits: +\$100,000

Current Contingency = \$292,070.88
Above Deducts/Credits = \$-85,714.92
Contingency Remaining = \$206,355.96

John Wilson made a motion to approve Prime Contract Change Order #008 for \$85,714.92, Dale Bickell seconded. None opposed. Motion passed.

Update on future expected contingency items

Below are items still being sorted out (no cost identified yet)

- Additional Tree Demolition along CCC Road
- Import credit from Riverside Construction
- Rolling Fields & Adding Leveling Course – highest expected cost
- Fireplace custom doors at large pavilion
- HRV and Truss Issues
- NWE Credits
- Irrigation Moisture Sensors
- Roundabout and 36th St. Intersection Design Changes
- Drainage @ Green Guidon lot swale
- Valve Box Extensions @ Active Areas
- Rugby Field Drainage Issue
- Irrigation Well Development and Depths
- Synthetic Turf Removal of Geo Fabric Credit
- City Pit Haul to Finish South Field
- Rugby Field Active Area Topsoil Profile
- ASI 002 Gravel and Fencing

Other Items and Updates

- Eco Compost Update
 - JCG has secured a trommel screen on site at Eco Compost and is now producing compost for the project

- The goal is to produce enough Eco Compost to provide 7 cubic yards per 1,000 sq. ft. at both Green Guidon Bowl and Rugby Field
- North Bowl received 5 cubic yards per 1,000 sq. ft. (North Bowl will need an Eco Compost top dress scheduled in the future)

Project Schedule Updates

- Sod installation is anticipated for July 25th
- South Avenue could be reopened as soon as July 22nd pending completion of work
- CXT restrooms will be installed on July 18th

Approved by Chris Lounsbury (Acting Chair)  on this day: 8/1/16
(Signature) (Date)