



**Bismarck Parks and Recreation District Administration Division**

DATE: May 14, 2026

TO: Commissioners Gilbertson, Herzog, Jeske, Redmann, and President Zimmerman; Executive Director Kevin Klipfel

FROM: Kathy Feist, Finance Director

**SUBJECT: Boulder Ridge Park–Special Assessment District**

A Park Development Agreement for a neighborhood park in Boulder Ride Development was entered into on June 13, 2019 between Five Guys Investment, LLP and the Park District. An amendment is being proposed to adjust for changes to some lots as well as the estimated project costs.

There were several Boulder Ridge Additions that benefit from this neighborhood park that were in existence before the Neighborhood Park and Open Space Policy was approved in 2014. Since the developer does not own more than 50% of the benefited property, the developer cannot petition for the park improvement district and waive the protest period. To move forward with this special assessment district, the Park District needs to request that the City of Bismarck create the district that will require additional steps that include a protest period and notification letters being mailed to benefited property owners. A proposed timeline is below:

Create District/Approve Engineer’s Report	June 9
Resolution of Necessity	June 23
Publish Resolution of Necessity/Mail Letters	June 30
Authorization to select consultant	July 16
Protest period ends	July 30
Determine sufficiency of protests	August 11
Approve consultant agreement	August 20
Authorize advertisement for bids	September 17/September 22
Open Bids	October 5
Award Bids	October 13/October 15

Requested board action is to authorize staff to send request to City of Bismarck to create the Park Improvement Special Assessment District for Boulder Ridge Park.