

Let's Play!

September 16, 2020

TO: Commissioners Gilbertson, Jordan, Munson, Zimmerman, and President Jeske

FROM: Randy Bina, Executive Director 

SUBJECT: September 17, 2020 Park Board Packet and Overview - **Revised**

Commissioners:

Enclosed you will find the packet of information and overview for the Park Board meeting on September 17, 2020 at 5:15 pm at the Tom Baker Meeting room.

Item 1. Call Meeting to Order and Roll Call

Item 2. Approval of Agenda

Item 3. Public Hearing, Consideration and Approval of 2021 Operating Budget
Enclosed in your packet you will find the proposed 2021 budget information as presented. Kathy Feist, Finance Director, will provide a review of the information.

The public hearing will be opened, and comments will be received from the public in two parts – those in opposition or with concerns and those in support. It is important that citizens identify themselves for the record.

Upon completing the receipt of comments, the hearing will be closed, and the Board will act on the proposed 2021 budget. Two comments have been received on the Park District's 2021 budget since it was introduced in July.

The steps needed for the approval of the budget are as follows:

- Address any adjustments to the proposed budget.
- Approve the second reading of the budget resolution and mill levy.
- Adopt the 2021 operating budget.

Item 4. Featured Partner and Program – Family Day Riverwalk
Amy Jo Johnson will discuss Family Day Riverwalk.

Item 5. Resolution Authorizing the Issuance of Park Facilities Gross Revenue Bonds, Series 2020
Enclosed you will find a draft resolution provided by Mike Manstrom from Dougherty and Company who will review the information. A final copy of the resolution will be provided at the Board table.

Item 6. Capital Project Updates – Mike Berg with Apex Engineering Group will provide an update on the following projects:

- Chief Lookings Village
- Riverwood Golf Course Cart Paths

A nationally accredited park and recreation agency.

- Item 7.** Consideration of New Land Donation in Silver Ranch 3rd Addition
Please see the attached documents regarding this item. Jason Petryszyn with Swenson Hagen will address the Board.
- Item 8.** Consideration of Park Development Agreement Amendment for Neighborhood Park Serving Silver Ranch 1st and 2nd Additions
In your packet you will find a proposed agreement for modifications to the neighborhood park agreement for Silver Ranch 1st and 2nd additions. Legal Counsel Connie Hofland will review the agreement with the Board.
- Item 9.** Recognition of ND Recreation and Park Association's Distinguished Professional Award Winner
A Park District employee will be receiving the ND Recreation and Park Association's Distinguished Professional Award at the annual meeting and awards ceremony on September 17th. President Jeske will provide information regarding the recipient so the Distinguished Professional Award Winner can be recognized.
- Item 10.** 26th Street Improvements
The city of Bismarck has opened bids for 26th Street Improvements. The Park District owns property along the proposed improvements. Finance Director Kathy Feist will review the attached memo with the Board.
- Item 11.** Consent Agenda
A variety of items have been placed in a consent agenda. A consent agenda can be approved with one motion or an item or items can be removed for additional discussion and separate action. Staff recommends approval of the following items:
- Review and Approval of August 20, 2020 Board Meeting Minutes – The minutes are included for your review.
 - Consideration of Programmatic Grant Addendum to the FITLOT Partnership Agreement – Facilities and Programs Director Kevin Klipfel has provided a memo and proposed agreement.
- Item 12.** Approval of Bills

Individuals or organizations who wish to appear before the Board on an existing agenda item will also make the request in writing or emailed, delivered to the Bismarck Parks and Recreation District office by 12:00 noon, 2 days prior to the regular monthly meeting of the Board of Park Commissioners.

Next Regular Board Meeting: October 22, 2020 at 5:15 pm in the Tom Baker Meeting Room

Memo

TO: Commissioners Gilbertson, Jordan, Munson, Zimmerman, and President Jeske

FROM: Randy Bina, Executive Director *RB*
Kathy Feist, Finance Director *KF*

DATE: September 11, 2020

RE: 2021 Budget

The enclosed 2021 Budget as introduced at the July 16, 2020 board meeting has a total budget of \$23,423,550 for all funds. The total general fund budget is \$17,612,450. The 2021 budget is based on new growth of 1.84% and .81% market valuation increase that results in no change from the total mills levied in 2019.

The budget includes a 3.0% merit increase for all full-time employees. The seasonal pay plan is adjusted to remain competitive with the job market. The proposed budget includes the reclassification of two full-time employees but no new full-time employees for the Park District in 2021.

The Park District's 2021 budget was posted on our web site and Burleigh County staff prepared and mailed Notices of Estimate Property Tax and Budget Hearing Date letters on August 28th as required by NDCC. Two comments have been received on the Park District's 2021 budget since it was introduced in July.

The public hearing on the budget is scheduled to occur during the September 17th Park Board meeting that begins at 5:15 p.m. Upon conclusion of the public hearing and consideration of any final adjustments, staff is recommending approval of the second reading of the budget resolutions and mill. After approval of the budget resolution and the mill levy, staff recommends adoption of the 2021 budget.



**BISMARCK PARKS AND
RECREATION DISTRICT**
Est. 1927

2021 Annual Budget

**As Introduced
July 16, 2020**

**BISMARCK PARKS AND RECREATION DISTRICT
2021 ANNUAL BUDGET**

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**BISMARCK PARKS AND RECREATION DISTRICT
CITY OF BISMARCK, NORTH DAKOTA**

**MILL LEVY COMPARISON
2016 - 2020**

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Estimated 2020</u>
General	22.14	21.91	22.13	22.62	22.62
Special Assessments	7.54	7.40	7.10	6.60	6.60
Park and Recreation Facilities	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>
TOTAL	<u><u>34.68</u></u>	<u><u>34.31</u></u>	<u><u>34.23</u></u>	<u><u>34.22</u></u>	<u><u>34.22</u></u>

Budget as Introduced
July 16, 2020

BISMARCK PARKS AND RECREATION DISTRICT

REVENUE BUDGET DEVELOPMENT 2021

	2017 Actual	2018 Actual	2019 Actual	2020 Budget	2021 Proposed
GENERAL FUND					
TAXES					
CURRENT TAXES	7,429,719	7,813,549	8,096,181	8,465,000	8,692,000
PRIOR TAXES	49,666	56,822	80,832	50,000	55,000
MOBILE HOME TAXES	67,359	72,625	70,051	55,000	55,000
TELECOMMUNICATION TAX	51,747	51,747	51,747	52,000	52,000
	<u>7,598,491</u>	<u>7,994,743</u>	<u>8,298,811</u>	<u>8,622,000</u>	<u>8,854,000</u>
STATE REPLACEMENTS					
STATE AID	1,160,279	1,350,255	1,436,145	1,110,000	1,110,000
GAME AND FISH	-	-	-	1,000	1,000
BURLEIGH COUNTY HOUSING	8,404	6,609	5,538	4,500	4,500
HOMESTEAD CREDIT-CURRENT	103,454	108,001	110,807	105,000	110,000
HOMESTEAD CREDIT-PRIOR	5,122	8,292	7,308	500	500
HOMESTEAD CREDIT-MOBILE HOME CURRENT	-	-	3,406	1,000	1,000
HOMESTEAD CREDIT-MOBILE HOME PRIOR	4,535	4,293	80	100	100
	<u>1,281,793</u>	<u>1,477,450</u>	<u>1,563,283</u>	<u>1,222,100</u>	<u>1,227,100</u>
MISCELLANEOUS REVENUE					
MISCELLANEOUS	122	1,770	111	-	-
INSURANCE CLAIMS	220,275	105,505	7,229	12,500	12,500
EQUIPMENT SALES AND RENTALS	-	1,800	-	1,000	1,000
	<u>220,397</u>	<u>109,075</u>	<u>7,340</u>	<u>13,500</u>	<u>13,500</u>
ASSOCIATION & MANAGEMENT CONTRACTS	249,902	217,380	209,890	221,500	221,500
INTEREST	58,358	118,312	277,612	100,000	100,000
FEES AND CHARGES	81,098	82,045	110,963	91,000	96,000
TRANSFER IN-SPECIAL REVENUE	217,282	125,000	125,000	125,000	125,000
MUNICIPAL BALLPARK	42,596	58,207	61,995	58,100	58,700
GENERAL MAINTENANCE	68,973	74,507	69,513	68,500	69,500
	<u>718,209</u>	<u>675,451</u>	<u>854,973</u>	<u>664,100</u>	<u>670,700</u>
GOLF OPERATIONS					
RIVERWOOD	589,904	559,170	591,470	612,500	619,500
TOM O'LEARY	447,286	423,866	396,336	469,500	459,500
FORE SEASONS CENTER/PEBBLE CREEK	382,834	372,865	361,397	419,000	401,500
	<u>1,420,025</u>	<u>1,355,901</u>	<u>1,349,203</u>	<u>1,501,000</u>	<u>1,480,500</u>
POOL OPERATIONS					
ELKS	65,804	75,855	65,306	70,500	71,000
HILLSIDE	146,432	162,174	142,908	167,200	167,200
WACHTER	30,440	37,779	35,318	37,750	37,750
	<u>242,676</u>	<u>275,809</u>	<u>243,532</u>	<u>275,450</u>	<u>275,950</u>
ARENA OPERATIONS					
VFW SPORTS CENTER	390,411	342,070	366,718	359,200	374,200
CAPITAL ICE COMPLEX	130,987	190,507	213,410	217,500	224,500
	<u>521,398</u>	<u>532,577</u>	<u>580,128</u>	<u>576,700</u>	<u>598,700</u>
MEMORIAL BUILDING	8,259	11,747	20,180	13,000	18,000
ADMINISTRATION	57,354	58,302	64,763	54,500	60,500

REVENUE BUDGET DEVELOPMENT 2021

	2017 Actual	2018 Actual	2019 Actual	2020 Budget	2021 Proposed
RECREATION ACTIVITIES					
ADMINISTRATION	922	901	781	-	-
ADULT BASKETBALL	109,230	104,656	97,555	116,500	116,500
ADULT SOFTBALL	25,080	25,150	19,075	24,300	24,300
ADULT TENNIS	-	-	-	1,300	1,300
ADULT VOLLEYBALL	322,731	324,147	302,821	321,000	321,000
FLAG FOOTBALL	4,400	4,139	4,961	6,000	6,000
BASEBALL - BABE RUTH 13-15	38,731	41,650	44,041	44,000	44,000
BASEBALL - BABE RUTH 16-19	21,054	16,986	15,779	22,450	22,450
BASEBALL - GOVERNORS	14,035	14,210	14,963	19,000	19,000
YOUTH BASEBALL/SOFTBALL	19,209	21,662	19,487	20,000	20,000
YOUTH BASKETBALL	46,908	41,837	48,496	46,200	50,500
YOUTH SOCCER	33,172	32,669	34,997	32,600	33,000
YOUTH VOLLEYBALL	31,275	36,244	33,092	33,100	33,100
YOUTH TENNIS	13,548	12,994	17,889	15,000	15,000
JUNIOR GOLF	42,880	40,257	37,470	45,000	45,000
TRACK	710	815	991	1,500	1,500
ACTIVITY CENTERS	254,070	255,675	275,868	270,000	275,000
BLAST	738,135	734,069	694,465	725,000	725,000
SAFETY VILLAGE	12,116	13,008	15,298	14,000	16,000
SPECIAL POPULATIONS	2,540	2,030	2,513	3,000	3,000
TEEN TOUR	5,503	4,330	4,300	5,000	5,000
MISCELLANEOUS YOUTH PROGRAMS	2,025	1,180	3,345	4,500	4,500
FOOD SERVICES	-	-	-	-	25,500
ARCHERY	8,732	6,998	9,480	9,000	9,000
KARATE	4,315	2,850	3,150	2,500	2,500
ARTS PROGRAMMING	-	-	-	-	-
MISCELLANEOUS PROGRAMS	307	-	-	-	-
FLURRY FEST	-	144	1,000	1,500	1,500
JULY CELEBRATION	1,508	750	-	3,500	3,500
HALLOWEEN PARTY	408	1,009	495	2,500	2,500
MISCELLANEOUS SPECIAL PROGRAMS	-	750	1,412	4,000	4,000
	<u>1,753,544</u>	<u>1,741,110</u>	<u>1,703,722</u>	<u>1,792,450</u>	<u>1,829,650</u>
DAKOTA ZOO	3,573	3,745	3,817	4,000	4,000
MCDOWELL DAM	171,257	186,391	199,869	242,500	283,900
FORESTRY	78,366	-	9,982	51,500	51,500
MUNICIPAL LEASE	90,000	90,000	90,000	90,000	90,000
SIBLEY PARK	325,626	340,145	344,025	320,300	320,600
CAPITAL RACQUET & FITNESS CENTER	367,010	357,256	383,713	411,300	420,300
HIGH PRAIRIE ARTS & SCIENCE COMPLEX	47,292	55,529	63,239	49,700	55,200
BURLEIGH COUNTY PARKS	78,543	66,800	75,195	246,600	184,900
CONTINGENCIES	-	-	-	200,000	200,000
AQUATIC/Wellness CENTER	<u>883,063</u>	<u>937,479</u>	<u>969,293</u>	<u>961,450</u>	<u>973,450</u>
TOTAL GENERAL FUND	<u>15,866,876</u>	<u>16,269,509</u>	<u>16,825,067</u>	<u>17,312,150</u>	<u>17,612,450</u>

Budget as Introduced
July 16, 2020

BISMARCK PARKS AND RECREATION DISTRICT

REVENUE BUDGET DEVELOPMENT 2021

	2017 Actual	2018 Actual	2019 Actual	2020 Budget	2021 Proposed
<u>SPECIAL REVENUE</u>					
SPECIAL ACTIVITIES - TOURNAMENT ACCT	15,837	41,305	108,321	95,500	95,500
SPECIAL ACTIVITIES - CONCESSIONS	42,862	44,143	46,853	46,000	46,750
SPECIAL ASSESSMENTS	2,662,588	2,749,849	2,724,787	2,621,000	2,726,000
EMERGENCY FUND	16,000	16,000	-	50,000	50,000
TOTAL SPECIAL REVENUE	2,737,287	2,851,297	2,879,960	2,812,500	2,918,250
<u>CAPITAL PROJECTS</u>					
CONSTRUCTION, ACQUISITION, RENOVATION	1,986,252	2,366,274	3,138,105	1,956,000	2,007,000
GOVERNMENT CONSTRUCTION	139,787	146,094	165,843	122,000	122,000
PARK IMPROVEMENT	6,070,724	3,694,803	5,836,333	868,750	763,850
MUNICIPAL LEASE	-	-	8,355,000	-	-
TOTAL CAPITAL PROJECTS	8,196,764	6,207,171	17,495,281	2,946,750	2,892,850
TOTAL BUDGET ALL FUNDS	26,800,926	25,327,977	37,200,309	23,071,400	23,423,550

Budget as Introduced
July 16, 2020

BISMARCK PARKS AND RECREATION DISTRICT

EXPENSE BUDGET DEVELOPMENT 2021

	2017 Actual	2018 Actual	2019 Actual	2020 Budget	2021 Proposed
GENERAL FUND					
SALARIES AND WAGES	-	-	-	17,900	18,800
TRANSFER TO PENSION FUND	322,654	345,354	373,732	381,700	391,350
INSURANCE	737,801	596,026	571,069	580,000	593,500
CAPITAL EQUIPMENT	449,151	278,036	203,166	202,100	211,700
CAPITAL IMPROVEMENTS	-	-	-	410,000	410,000
MISCELLANEOUS CHARGES	1,293,393	355,750	1,253,644	29,000	24,000
MUNICIPAL BALLPARK	110,278	120,790	124,030	138,950	138,000
OUTDOOR RINKS	40,152	34,950	48,143	45,000	47,000
GENERAL MAINTENANCE	2,495,679	2,619,517	2,851,177	3,203,000	3,327,800
	5,449,108	4,350,423	5,424,961	5,007,650	5,162,150
GOLF OPERATIONS					
ADMINISTRATION	557,914	590,070	612,364	699,350	728,050
RIVERWOOD	435,289	403,299	440,011	443,000	448,750
TOM O'LEARY	402,400	371,331	340,287	407,250	399,750
FORE SEASONS CENTER/PEBBLE CREEK	407,986	421,056	449,058	480,750	474,650
	1,803,589	1,785,757	1,841,720	2,030,350	2,051,200
ARENAS/POOLS OPERATIONS					
ADMINISTRATION	325,315	393,873	434,117	438,100	451,700
ELKS	120,499	119,700	119,732	113,050	113,550
HILLSIDE	186,858	201,592	209,955	193,750	195,250
WACHTER	91,067	99,562	94,380	102,200	102,200
VFW SPORTS CENTER	496,430	525,821	503,661	487,950	487,500
CAPITAL ICE COMPLEX	119,755	327,516	341,953	312,450	309,000
	1,339,925	1,668,065	1,703,797	1,647,500	1,659,200
MEMORIAL BUILDING	137,979	177,375	170,702	174,575	182,025
ADMINISTRATION	1,078,851	1,061,035	1,134,424	1,301,125	1,332,925
RECREATION ACTIVITIES					
ADMINISTRATION	685,661	711,693	800,396	710,300	810,250
ADULT BASKETBALL	102,002	82,334	79,906	104,500	99,600
ADULT SOFTBALL	11,954	11,022	6,675	12,850	12,350
ADULT TENNIS	-	-	-	600	600
ADULT VOLLEYBALL	255,989	265,281	265,464	251,500	251,500
FLAG FOOTBALL	3,065	2,775	3,166	5,250	4,750
BASEBALL - BABE RUTH 13-15	85,154	68,557	74,709	79,250	78,750
BASEBALL - BABE RUTH 16-19	37,117	37,504	25,426	37,300	36,300
BASEBALL - GOVERNORS	44,966	42,698	47,008	49,050	49,250
YOUTH BASEBALL/SOFTBALL	16,879	17,972	16,724	17,950	17,700
YOUTH BASKETBALL	57,558	60,036	58,540	58,000	61,000
YOUTH HOCKEY	27,500	27,500	27,500	29,000	27,500
YOUTH SOCCER	19,070	22,557	21,770	20,650	20,650
YOUTH VOLLEYBALL	25,716	31,121	30,732	31,050	31,050
YOUTH TENNIS	15,494	13,514	17,306	14,650	14,650
JUNIOR GOLF	40,026	37,706	34,936	41,800	39,800
FIGURE SKATING	15,000	15,000	15,000	15,000	15,000
TRACK	947	1,616	1,446	1,750	1,750
ACTIVITY CENTERS	235,130	238,694	266,184	248,700	248,700
BLAST	537,351	534,917	510,564	546,500	538,000
SAFETY VILLAGE	14,547	14,747	14,675	14,400	14,400

Budget as Introduced
July 16, 2020

BISMARCK PARKS AND RECREATION DISTRICT

EXPENSE BUDGET DEVELOPMENT 2021

	2017 Actual	2018 Actual	2019 Actual	2020 Budget	2021 Proposed
RECREATION ACTIVITIES, CONTINTUED					
SPECIAL POPULATIONS	32,167	22,758	36,372	26,000	26,000
TEEN TOUR	5,660	4,446	4,711	5,250	5,250
MISCELLANEOUS YOUTH PROGRAMS	2,490	2,267	2,759	4,100	4,100
FOOD SERVICES	-	-	-	-	36,750
ARCHERY	5,294	5,627	5,355	6,700	6,200
CURLING	2,500	2,500	2,500	2,500	2,500
KARATE	2,222	2,141	2,199	2,150	2,350
OPEN GYM	23,541	23,325	23,779	23,350	23,350
ARTS PROGRAMMING	7,862	8,057	6,190	8,500	8,500
FLURRY FEST	708	1,656	1,244	2,250	1,750
JULY CELEBRATION	4,213	889	1,008	2,750	2,250
HALLOWEEN PARTY	582	878	927	1,350	1,350
MISCELLANEOUS SPECIAL EVENTS	341	2,954	3,500	4,000	3,500
	2,318,704	2,314,742	2,408,670	2,378,950	2,497,400
DAKOTA ZOO	3,573	3,745	3,817	4,000	4,000
MCDOWELL DAM	169,415	186,391	199,869	242,500	283,900
FORESTRY	168,390	148,300	169,393	260,500	255,000
MUNICIPAL LEASE	1,178,446	1,444,364	1,439,967	1,432,100	1,351,800
SIBLEY PARK	331,944	355,354	371,872	458,975	485,100
CAPITAL RACQUET & FITNESS CENTER	509,043	506,482	542,004	529,800	541,400
HIGH PRAIRIE ARTS & SCIENCE COMPLEX	99,533	102,637	101,063	110,300	114,300
BURLEIGH COUNTY PARKS	78,246	66,800	75,195	246,600	184,900
CONTINGENCIES	-	-	-	200,000	200,000
AQUATIC/WELLNESS CENTER	1,229,680	1,248,889	1,277,024	1,287,225	1,307,150
TOTAL GENERAL FUND	15,896,425	15,420,360	16,864,477	17,312,150	17,612,450
<u>SPECIAL REVENUE</u>					
SPECIAL ACTIVITIES-TOURNAMENT ACCOUNT	9,020	23,696	117,139	95,500	95,500
SPECIAL ACTIVITIES - CONCESSIONS	32,637	35,167	44,076	46,000	46,750
SPECIAL ASSESSMENTS	2,785,012	2,340,833	2,691,386	2,971,000	3,006,000
EMERGENCY FUND	-	-	344,550	50,000	50,000
TOTAL SPECIAL REVENUE	2,826,669	2,399,695	3,197,152	3,162,500	3,198,250
<u>CAPITAL PROJECTS</u>					
CONSTRUCTION, ACQUISITION, RENOVATION	1,936,905	2,772,001	2,812,793	1,956,000	2,007,000
GOVERNMENT CONSTRUCTION	118,089	54,852	166,033	122,000	122,000
PARK IMPROVEMENT	13,006,575	3,726,643	5,128,060	868,750	763,850
MUNICIPAL LEASE	-	-	8,406,489	-	-
TOTAL CAPITAL PROJECTS	15,061,569	6,553,496	16,513,375	2,946,750	2,892,850
TOTAL BUDGET ALL FUNDS	33,784,663	24,373,552	36,575,003	23,421,400	23,703,550

BISMARCK PARKS AND RECREATION DISTRICT

REVENUE BUDGET BY FUND AND REVENUE SOURCE For the 2021 Budget Year

		TAXES	STATE		GENERATED REVENUE			
	Budget	Taxes	State Aid/ Replacement	Association & Management Contracts	Fees & Charges	Interest	Grants & Intergovernmtl	Other
<u>General Fund</u>								
General Operations	10,637,100	8,854,000	1,227,100	221,500	96,000	100,000	125,000	13,500
Municipal Ballpark	58,700	-	-	19,700	39,000	-	-	-
Outdoor Rinks	-	-	-	-	-	-	-	-
General Maintenance	69,500	-	-	-	8,000	-	48,500	13,000
Golf Courses	1,480,500	-	-	-	1,479,000	-	-	1,500
Swimming Pools	275,950	-	-	-	275,950	-	-	-
Arenas	598,700	-	-	-	598,700	-	-	-
Memorial Building	18,000	-	-	-	18,000	-	-	-
Administration	60,500	-	-	59,000	-	-	-	1,500
Adult Sport Activities	463,100	-	-	-	462,600	-	-	500
Youth Sport Activities	289,550	-	-	-	264,450	-	-	25,100
Other Youth Activities	1,054,000	-	-	-	1,045,500	-	7,500	1,000
Other Youth & Adult Activities	11,500	-	-	-	11,500	-	-	-
Special Events	11,500	-	-	-	8,500	-	-	3,000
Dakota Zoo	4,000	-	-	4,000	-	-	-	-
McDowell Dam	283,900	-	-	258,700	25,200	-	-	-
Forestry	51,500	-	-	-	-	-	50,000	1,500
Municipal Lease	90,000	-	-	-	-	-	90,000	-
Sibley Park	320,600	-	-	-	320,600	-	-	-
Capital Racquet & Fitness Center	420,300	-	-	-	418,300	-	-	2,000
HP Arts & Science	55,200	-	-	-	55,200	-	-	-
Burleigh County Parks	184,900	-	-	174,900	10,000	-	-	-
Contingencies	200,000	-	-	-	200,000	-	-	-
Aquatic/Wellness Center	973,450	-	-	480,500	486,250	-	-	6,700
Total General Fund	17,612,450	8,854,000	1,227,100	1,218,300	5,822,750	100,000	321,000	69,300

BISMARCK PARKS AND RECREATION DISTRICT

REVENUE BUDGET BY FUND AND REVENUE SOURCE For the 2021 Budget Year

	TAXES	STATE	GENERATED REVENUE				
			Association & Management	Fees & Charges	Interest	Grants & Intergovernmtl	Other
Budget	Taxes	State Aid/ Replacement	Contracts				
<u>Special Revenue Funds</u>							
Tournament Account	95,500	-	-	-	94,500	-	1,000
Concessions	46,750	-	-	-	46,750	-	-
Special Assessments	2,726,000	2,566,000	10,000	-	-	-	150,000
Emergency Fund	50,000	-	-	-	-	50,000	-
Total Special Revenue Funds	2,918,250	2,566,000	10,000	-	141,250	-	151,000
<u>Capital Projects Funds</u>							
Construction, Acquisition, Renovation	2,007,000	1,942,000	5,000	-	-	10,000	50,000
Government Construction	122,000	-	-	-	-	122,000	-
Park Improvements	763,850	-	-	20,000	304,850	100,000	339,000
Municipal Lease	-	-	-	-	-	-	-
Total Capital Projects Funds	2,892,850	1,942,000	5,000	20,000	304,850	10,000	389,000
Total Budget - All Funds	23,423,550	13,362,000	1,242,100	1,238,300	6,268,850	110,000	609,300

BISMARCK PARKS AND RECREATION DISTRICT
BISMARCK , NORTH DAKOTA

Budget as Introduced
July 16, 2020

EXPENSE BUDGET BY FUND AND EXPENSE FUNCTION
For the 2021 Budget Year

	Budget	Personnel		Contract	Supplies/			Capital	Capital	Misc.
		Full-Time	Part-Time	Services	Operations	Utilities	Insurance	Equipment	Improvement	Charges
<u>General Fund</u>										
General Operations	1,649,350	18,800	-	391,350	-	-	593,500	211,700	410,000	24,000
Municipal Ballpark	138,000	-	47,500	2,500	26,800	56,200	-	5,000	-	-
Outdoor Rinks	47,000	-	47,000	-	-	-	-	-	-	-
General Maint. - Operations	3,327,800	1,275,500	330,000	178,500	582,500	470,000	471,300	20,000	-	-
Golf Administration	728,050	545,100	-	4,500	1,000	-	177,450	-	-	-
Riverwood Golf Course	448,750	-	205,000	12,500	152,000	34,000	-	28,750	-	16,500
Tom O'Leary Golf Course	399,750	-	166,500	3,500	138,000	49,000	-	28,750	-	14,000
Fore Seasons Center	474,650	-	131,000	10,000	113,900	188,500	-	28,750	-	2,500
Facility Administration	451,700	317,250	-	3,000	-	-	131,450	-	-	-
Elks Pool	113,550	-	70,500	-	28,050	13,500	-	1,000	-	500
Hillside Pool	195,250	-	114,500	3,000	45,250	31,000	-	1,000	-	500
Wachter Pool	102,200	-	56,500	-	22,550	21,700	-	1,000	-	450
VFW Sports Center	487,500	-	96,000	34,000	65,500	290,000	-	2,000	-	-
Capital Ice Complex	309,000	-	41,000	10,500	42,750	212,700	-	1,650	-	400
Memorial Building	182,025	38,550	48,000	500	25,100	36,325	32,550	1,000	-	-
Administration	1,332,925	645,700	35,000	148,600	276,700	34,650	182,275	2,000	-	8,000
Recreation Administration	810,250	532,000	6,000	49,800	4,500	5,000	209,450	-	-	3,500
Adult Sport Activities	364,050	-	321,300	7,600	20,150	-	-	2,000	-	13,000
Youth Sport Activities	398,150	-	248,000	34,900	89,400	-	-	2,250	-	23,600
Other Youth Activities	873,200	-	800,600	7,200	49,150	450	-	-	-	15,800
Other Youth & Adult Activities	42,900	-	28,500	11,000	2,050	-	-	-	-	1,350
Special Events	8,850	-	1,450	250	7,150	-	-	-	-	-
Dakota Zoo	4,000	-	-	-	-	-	4,000	-	-	-
McDowell Dam	283,900	51,300	53,500	36,600	36,200	17,000	26,200	3,000	60,000	100
Forestry	255,000	-	-	245,000	10,000	-	-	-	-	-
Municipal Lease	1,351,800	-	-	-	-	-	-	-	1,346,800	5,000
Sibley Park	485,100	83,500	54,000	71,000	53,100	51,500	40,000	4,000	110,000	18,000
Capital Racquet & Fitness Center	541,400	164,600	130,500	16,000	70,950	79,200	65,150	10,000	-	5,000
HP Arts & Science	114,300	-	-	34,000	29,200	46,300	3,800	1,000	-	-
Burleigh County Parks	184,900	55,800	-	58,000	19,000	6,500	20,600	-	25,000	-
Contingencies	200,000	50,000	20,000	20,000	25,000	20,000	-	20,000	35,000	10,000
Aquatic/Wellness Center	1,307,150	279,200	375,000	34,000	162,900	296,000	140,550	9,500	-	10,000
Total General Fund	17,612,450	4,057,300	3,427,350	1,427,800	2,098,850	1,959,525	2,098,275	384,350	1,986,800	172,200

BISMARCK PARKS AND RECREATION DISTRICT
BISMARCK , NORTH DAKOTA

Budget as Introduced
July 16, 2020

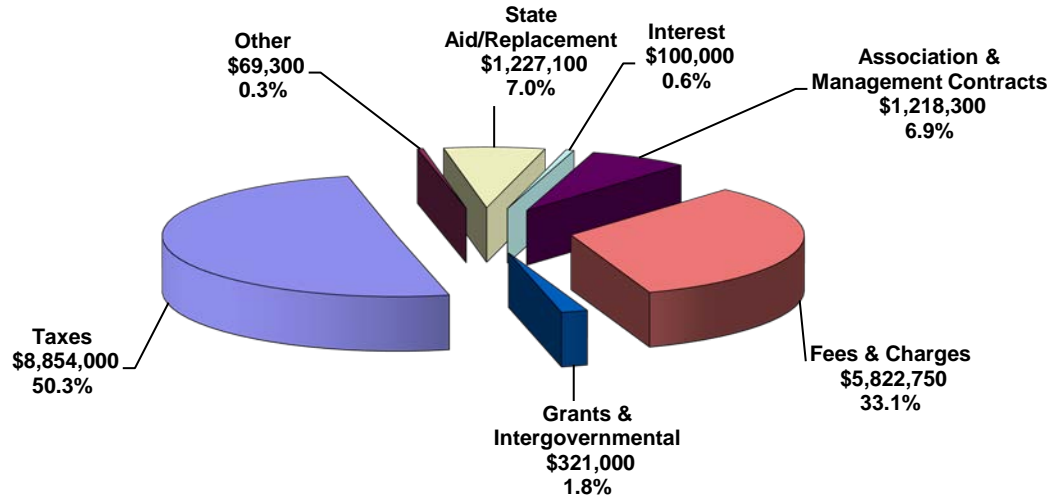
EXPENSE BUDGET BY FUND AND EXPENSE FUNCTION
For the 2021 Budget Year

	Budget	Personnel		Contract	Supplies/			Capital	Capital	Misc.
		Full-Time	Part-Time	Services	Operations	Utilities	Insurance	Equipment	Improvement	Charges
<u>Special Revenue Funds</u>										
Tournament Account	95,500	-	-	10,500	42,000	-	-	2,500	-	40,500
Concessions	46,750	-	14,500	-	27,250	-	-	5,000	-	-
Special Assessments	3,006,000	-	-	16,600	-	-	-	-	2,844,400	145,000
Emergency Fund	50,000	-	-	-	50,000	-	-	-	-	-
Total Special Revenue Funds	3,198,250	-	14,500	27,100	119,250	-	-	7,500	2,844,400	185,500
<u>Capital Projects Funds</u>										
Construction, Acquisition, Renovation	2,007,000	-	-	-	-	-	-	-	1,767,000	240,000
Government Construction	122,000	-	-	10,000	22,500	-	-	7,000	40,000	42,500
Park Improvements	763,850	-	-	-	-	-	-	117,750	646,100	-
Municipal Lease	-	-	-	-	-	-	-	-	-	-
Total Capital Projects Funds	2,892,850	-	-	10,000	22,500	-	-	124,750	2,453,100	282,500
Total Budget - All Funds	23,703,550	4,057,300	3,441,850	1,464,900	2,240,600	1,959,525	2,098,275	516,600	7,284,300	640,200

BISMARCK PARKS AND RECREATION DISTRICT 2021 GENERAL FUND SUMMARY

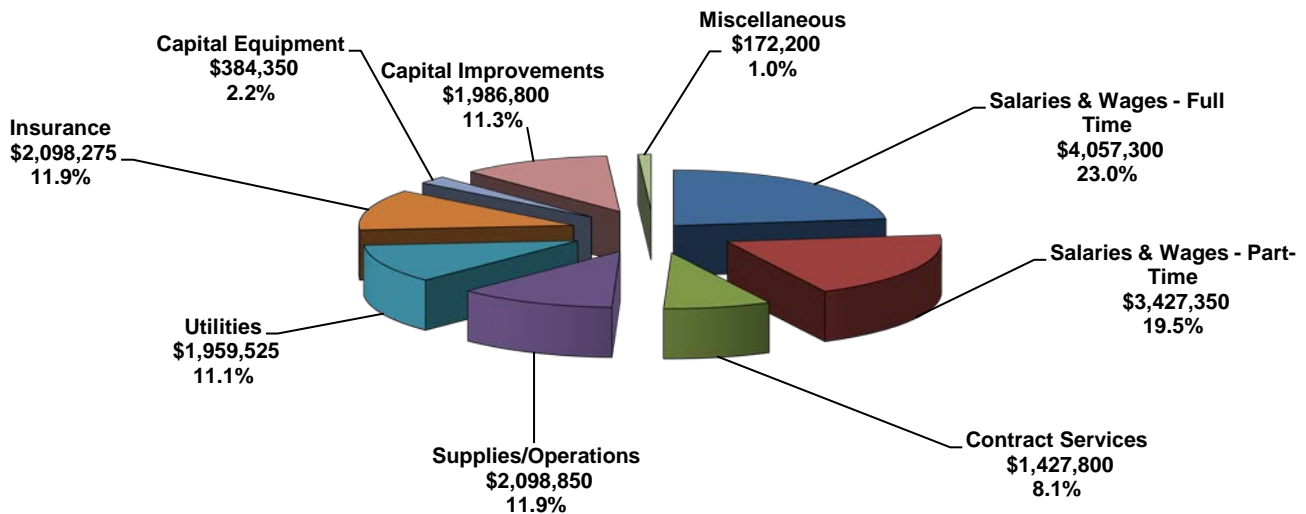
General Fund Revenue

\$17,612,450



General Fund Expenses

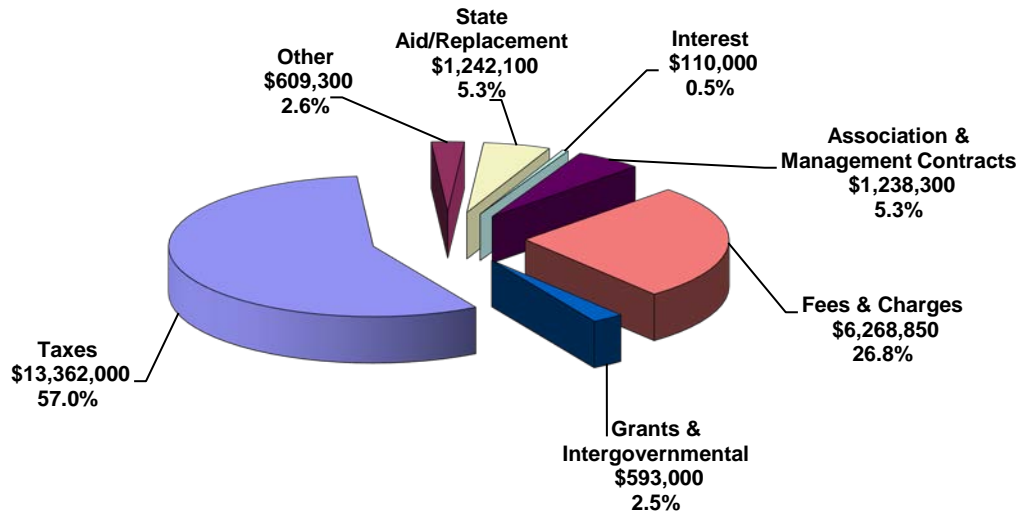
\$17,612,450



BISMARCK PARKS AND RECREATION DISTRICT 2021 ALL FUNDS

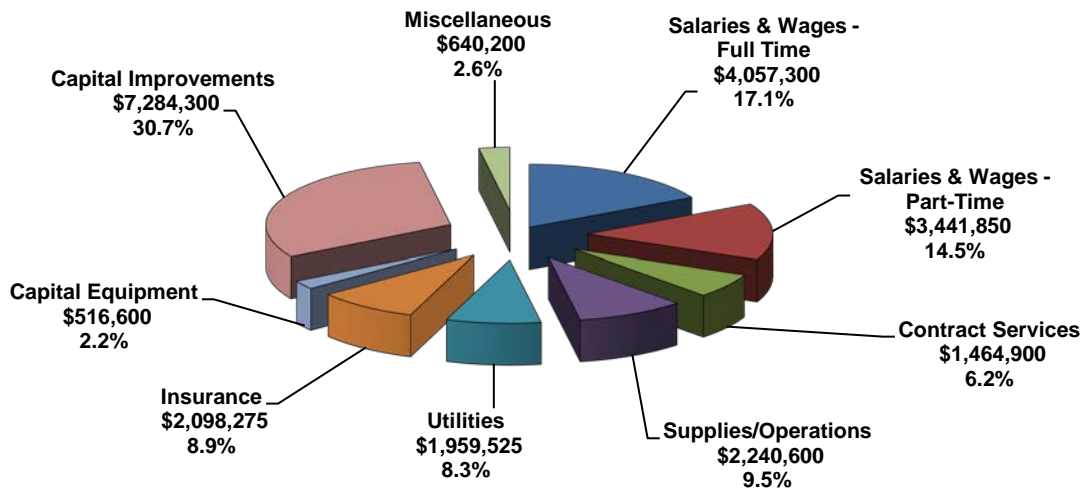
Revenue - All Funds

\$23,423,550



Expenses - All Funds

\$23,703,550



BISMARCK PARKS AND RECREATION DISTRICT
2021 FEES - Proposed Changes Bolded in Box

Budget as Introduced
 July 16, 2020

Golf Courses

Season Tickets

	<u>2019</u>	<u>2020</u>	<u>2021</u>
Household/Family	\$1,627.50	\$1,627.50	\$1,657.50
Adult (21 & over)	\$725.00	\$725.00	\$745.00
Intermediate (18-20)	\$305.00	\$305.00	\$315.00
Senior (65 & over)	\$575.00	\$575.00	\$595.00
Junior (17 & under)	\$210.00	\$210.00	\$210.00

Pebble Creek

<u>2019</u>	<u>2020</u>	<u>2021</u>
n/a	n/a	\$1,250.00
n/a	n/a	\$525.00
n/a	n/a	\$200.00
n/a	n/a	\$415.00
n/a	n/a	\$125.00

Season Ticket - RW, TO & PC (approx. 25% discount)

	<u>2019</u>	<u>2020</u>	<u>2021</u>
Household/Family	\$2,510.00	\$2,510.00	\$2,500.00
Adult (21 & over)	\$1,090.00	\$1,090.00	\$1,240.00
Intermediate (18-20)	\$455.00	\$455.00	\$475.00
Senior (65 & over)	\$855.00	\$855.00	\$900.00
Junior (17 & under)	\$315.00	\$315.00	\$275.00

Green Fee Package

	<u>2019</u>	<u>2020</u>	<u>2021</u>
Riverwood Only - 18 holes	\$320.00 (12 rds/pkg)	\$320.00 (12 rds/pkg)	\$350.00 (12 rds/pkg)
Riverwood Only - 18 holes - Senior	\$250.00 (12 rds/pkg)	\$250.00 (12 rds/pkg)	\$270.00 (12 rds/pkg)
Riverwood Only - 9 holes	\$220.00 (12 rds/pkg)	\$220.00 (12 rds/pkg)	\$250.00 (12 rds/pkg)
Riverwood Only - 9 holes-Senior	\$190.00 (12 rds/pkg)	\$190.00 (12 rds/pkg)	\$200.00 (12 rds/pkg)
Bismarck/Mandan Courses-9 or 18	\$320.00 (12 rds/pkg)	\$320.00 (12 rds/pkg)	\$350.00 (12 rds/pkg)

Green Fees

	<u>2019</u>	<u>2020</u>	<u>2021</u>
18 Hole	\$32.00	\$32.00	\$35.00
9 Hole	\$22.00	\$22.00	\$25.00
Seniors (65+)-18 Holes	\$25.00	\$25.00	\$27.00
Seniors (65+)-9 Holes	\$19.00	\$19.00	\$20.00

Twilight Rate

	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Green Fee & Cart	\$25.00	\$25.00	\$30.00	\$25.00	\$25.00	\$30.00	\$25.00	\$25.00	\$30.00

Corporate Sponsorship - Riverwood

<u>2019</u>	<u>2020</u>	<u>2021</u>
\$6,000.00	\$6,000.00	\$6,250.00

Golf Cart Rental

	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Two-Three Courses	\$935.00	\$995.00	\$1,100.00	\$935.00	\$995.00	\$1,100.00	\$935.00	\$995.00	\$1,100.00

FORE SEASONS CENTER

	<u>2019</u>	<u>2020</u>	<u>2021</u>
Batting Cage:	\$7.50 /15minutes	\$8.00 /15minutes	n/a /15minutes
	\$14.00 /30minutes	\$15.00 /30minutes	\$16.00 /30minutes
	n/a /60minutes	n/a /60minutes	\$30.00 /60minutes
Batting Cage Coupon Book (12 for 15 min.)	\$70.00 (12 coupons)	\$80.00 (12 coupons)	n/a (12 coupons)
Batting Cage Coupon Book (12 for 30 min.)	\$140.00 (12 coupons)	\$150.00 (12 coupons)	\$160.00 (12 coupons)
Batting Cage Coupon Book (12 for 60 min.)	n/a (12 coupons)	n/a (12 coupons)	\$300.00 (12 coupons)

Recreation Programs			
Programs	2019	2020	2021
Activity Centers	\$425.00/child	\$475.00/child	\$475.00/child
Archery - Spring Indoor (8 weeks)	\$44.00	\$44.00	\$44.00
Archery - Summer (6 weeks)	n/a	\$35.00	\$35.00
Basketball-Adults:		**Effective Winter Season 2020	
Player Fees-Century League	\$110.00/player	\$110.00/player	n/a
Player Fees-Other Leagues	\$100.00/player	\$100.00/player	\$110.00/player**
Sponsor Fee	\$170.00/team	\$170.00/team	\$170.00/team
Basketball-Youth 5th Grade	\$60.00/player	\$60.00/player	\$70.00/player**
Basketball - 3rd & 4th Grade	\$50.00/player	\$50.00/player	\$60.00/player**
Cross Country-Summer	n/a	n/a	\$25.00/person
Volleyball-Youth 5th Grade	\$60.00/player	\$60.00/player	\$60.00/player

All Parks			
	2019	2020	2021
<u>Alcohol Permits</u>			
Group (unlimited # of people, specific date)	\$20.00	\$20.00	\$25.00
Team Rate/Season	\$25.00	\$25.00	\$30.00
<u>Shelter Reservations (Includes Sertoma Shelter #10)</u>			
Half Day w/ Electricity	\$28.00	\$30.00	\$35.00
Whole Day w/ Electricity	\$45.00	\$45.00	\$50.00
<u>Lions Community Center</u>			
Half Day	\$30.00	\$35.00	\$40.00
Whole Day	\$55.00	\$55.00	\$60.00
For Profit - Half Day	\$55.00	\$70.00	\$80.00
For Profit - Whole Day	\$110.00	\$110.00	\$120.00
<u>Miscellaneous</u>			
Sleepy Hollow Shelter - Half Day	\$50.00	\$50.00	\$60.00
Sleepy Hollow Shelter - Whole Day	\$75.00	\$75.00	\$80.00
Sleepy Hollow Stage or Gazebo - Whole Day	\$100.00	\$100.00	\$125.00
Sleepy Hollow Dressing Room	\$25.00	\$25.00	\$30.00
Jaycee Leadership Hall, Sertoma Club Community Center, FarWest Rotary (New Gen) Community Center			
Half Day	\$75.00	\$75.00	\$80.00
Whole Day	\$100.00	\$125.00	\$130.00
For Profit - Half Day	\$150.00	\$150.00	\$160.00
For Profit - Whole Day	\$200.00	\$250.00	\$260.00
Sibley Amphitheater/Stage			
Half Day	\$20.00	\$25.00	\$30.00
Whole Day	\$30.00	\$35.00	\$40.00
For Profit - Half Day	\$40.00	\$50.00	\$60.00
For Profit - Whole Day	\$60.00	\$70.00	\$80.00

Outdoor Swimming Pools			
	2019	2020	2021
Rentals - Hillside, Wachter and Elks - after hours			
Party Room and Water Facility	\$80.00/session	\$80.00/session	\$90.00/session
During Swim Hours, includes free admission to water facility for up to 10 people			
Regular admission fees of \$3.50 per person for more than 10 attending			
Party Room Rental at Hillside with Slide	\$90.00/session	\$90.00/session	\$100.00/session
During Swim Hours, includes free admission to water facility for up to 10 people			
Regular admission fees of \$5.00 per person for more than 10 attending			

Capital Racquet and Fitness Center			
	2019	2020	2021
10U Quickstart Tennis Tournament	\$20.00/person	\$20.00/person	\$20.00/person
<u>Miscellaneous Rates</u>			
Pickleball Lessons	n/a	n/a	\$8.00/hour

Capital Racquet and Fitness Center Tennis/Pickleball Court & Day Pass Fees			
(2021: Now includes Court Rentals for Pickleball)			

Budget as Introduced
July 16, 2020

BISMARCK PARKS AND RECREATION DISTRICT
2020 SEASONAL EMPLOYEES PAY PLAN CLASSIFICATIONS - Proposed
EFFECTIVE 1/1/2020

<u>Junior Golf Instructor</u>	Steps				
	<u>One</u>	<u>Two</u>	<u>Three</u>	<u>Four</u>	<u>Five</u>
	11.00	11.50	12.00	12.50	13.00
Uncertified	10.00	10.50	11.00	11.50	12.00

<u>Recreation Class Instructors</u>	Steps				
	<u>One</u>	<u>Two</u>	<u>Three</u>	<u>Four</u>	<u>Five</u>
	15.00	16.00	17.00	18.00	19.00
Archery Instructor	13.00	13.50	14.00	14.50	15.00
	15.00	16.00	17.00	18.00	19.00
Fencing Instructor	13.00	13.50	14.00	14.50	15.00
Karate Instructor	15.00	16.00	17.00	18.00	19.00
BLAST/Activity Center Coordinator	16.00	17.00	18.00	19.00	20.00

<u>Adult Basketball Scorekeeper¹ **</u>	11.00/game run clock	11.50/game**
	12.00/game stop clock	

<u>Adult Basketball Supervisor/ Scorekeeper**</u>	Steps				
	<u>One</u>	<u>Two</u>	<u>Three</u>	<u>Four</u>	<u>Five</u>
(includes supervisory/custodial work and scorekeeping)	18.00	19.00	20.00	21.00	22.00

Officials

**** Effective Winter Season 2020**

				22.00/game
Youth Basketball^{1, 2} **	17.50	18.00/game	18.50	21.00/game
	(level 1)		(level 2)	(level 3)
	22.00	25.00/game	24.00	28.00/game
	(level 4)		(level 5)	30.00/game
				(level 6)
Babe Ruth/Cal Ripken ¹	Level 1	Level 2	Level 3	
	25.00/game	28.00/game	30.00/game	
League:	24.00/game	27.00/game	29.00/game	
Tournament:	29.00/game	33.50/game	38.50/game	

Outdoor Pool Manager	Steps				
	<u>One</u>	<u>Two</u>	<u>Three</u>	<u>Four</u>	<u>Five</u>
	1,100.00	1,140.00	1,160.00	1,200.00	1,240.00
(Bi-weekly Salary, effective 1-week prior to pool opening date; hours worked prior to be paid at hourly rate)					

BUDGET RESOLUTION

A RESOLUTION MAKING THE ANNUAL APPROPRIATION FOR EXPENDITURES OF THE PARK DISTRICT OF THE CITY OF BISMARCK, NORTH DAKOTA, FOR THE FISCAL YEAR COMMENCING JANUARY 1, 2021 AND ENDING DECEMBER 31, 2021 AND MAKING THE ANNUAL TAX LEVY FOR THE YEAR OF 2020.

BE IT RESOLVED BY THE BOARD OF PARK COMMISSIONERS OF THE CITY OF BISMARCK, NORTH DAKOTA.

Section 1. There hereby be appropriated the following sums of money or so much there of that may be necessary for the purpose of paying expenses of the Park District of the City of Bismarck, North Dakota, for the fiscal year commencing January 1, 2021 and ending December 31, 2021.

Section 2. There are hereby levied the following sums of money on all taxable property in the City of Bismarck for the year 2020 for the purpose of paying expenses of the Park District of the City of Bismarck.

General Levy	\$9,149,795
Special Assessments	\$2,669,701
Park & Recreation Facilities	\$2,022,501

Section 3. Taking effect. This resolution shall be in full force and effect from and after its final passage and adoption.

First reading – July 16, 2020

Second reading – September 17, 2020

Final passage and adoption – September 17, 2020

September 17, 2020

Date

Julie Jeske, President

Randy Bina

Clerk/Executive Director

**BISMARCK PARKS AND RECREATION DISTRICT
PRELIMINARY BUDGET STATEMENT**

Budget Request for the 2021 budget year:

General Fund	\$ 9,149,795
Special Assessment	2,669,701
Parks and Recreational Facilities	<u>2,022,501</u>
TOTAL	<u><u>\$ 13,841,997</u></u>

The Board of Park Commissioners will hold a public hearing on the 2020 Budget at 5:15pm on Thursday, September 17, 2020, in the Tom Baker Meeting Room at City Hall, 221 N 5th Street, Bismarck.

BISMARCK PARKS AND RECREATION DISTRICT
PRELIMINARY BUDGET STATEMENT

GENERAL FUND

<u>REVENUE</u>	2019 (Actual)	2020 (Budget)	2021 (Preliminary)
Taxes	\$ 8,298,811	\$ 8,622,000	\$ 8,854,000
State Aid/State Replacement	1,563,283	1,222,100	1,227,100
Miscellaneous	61,820	65,600	69,300
Association & Management Contracts	1,013,889	1,231,200	1,218,300
Interest	277,612	100,000	100,000
Fees & Charges	5,341,170	5,757,750	5,822,750
Special Revenue	268,482	313,500	321,000
Total Revenue	<u>\$ 16,825,067</u>	<u>\$ 17,312,150</u>	<u>\$ 17,612,450</u>
<u>EXPENSE</u>			
Salaries & Wages	\$ 6,975,691	\$ 7,306,450	\$ 7,484,650
Contractual Services	1,175,177	1,422,100	1,427,800
Supplies/Operations	2,059,595	2,061,350	2,098,850
Utilities	1,604,485	1,976,475	1,959,525
Insurance	1,807,520	1,932,225	2,098,275
Capital Equipment	342,402	374,750	384,350
Capital Improvements	1,460,547	2,062,100	1,986,800
Miscellaneous Charges	1,439,061	176,700	172,200
Total Expense	<u>\$ 16,864,478</u>	<u>\$ 17,312,150</u>	<u>\$ 17,612,450</u>
Excess of Revenues over/(under) Expenses	\$ (39,410)	\$ -	\$ -
Fund Balance, Beginning	<u>\$ 3,008,009</u>	<u>\$ 2,968,599</u>	<u>\$ 2,968,599</u>
Fund Balance, Ending	<u>\$ 2,968,599</u>	<u>\$ 2,968,599</u>	<u>\$ 2,968,599</u>

**BISMARCK PARKS AND RECREATION DISTRICT
PRELIMINARY BUDGET STATEMENT**

SPECIAL ACTIVITIES FUND

<u>REVENUE</u>	2019 (Actual)	2020 (Budget)	2021 (Preliminary)
Miscellaneous	\$ 3,522	\$ 1,000	\$ 1,000
Fees & Charges	151,652	140,500	141,250
Total Revenue	\$ 155,174	\$ 141,500	\$ 142,250
<u>EXPENSE</u>			
Salaries & Wages	\$ 14,770	\$ 14,500	\$ 14,500
Contractual Services	4,100	10,500	10,500
Supplies/Operations	101,808	68,500	69,250
Capital Improvements	-	7,500	7,500
Miscellaneous Charges	40,537	40,500	40,500
Total Expense	\$ 161,215	\$ 141,500	\$ 142,250
Excess of Revenues over/(under) Expenses	\$ (6,041)	\$ -	\$ -
Fund Balance, Beginning	\$ 72,045	\$ 66,004	\$ 66,004
Fund Balance, Ending	\$ 66,004	\$ 66,004	\$ 66,004

**BISMARCK PARKS AND RECREATION DISTRICT
PRELIMINARY BUDGET STATEMENT**

SPECIAL ASSESSMENTS FUND

<u>REVENUE</u>	2019 (Actual)	2020 (Budget)	2021 (Preliminary)
Taxes	\$ 2,647,259	\$ 2,481,000	\$ 2,566,000
State Replacement	39,204	10,000	10,000
Miscellaneous	38,324	130,000	150,000
Total Revenue	<u>\$ 2,724,787</u>	<u>\$ 2,621,000</u>	<u>\$ 2,726,000</u>
<u>EXPENSE</u>			
Contractual Services	\$ 9,387	\$ 36,300	\$ 16,600
Capital Improvements	2,434,986	2,789,700	2,844,400
Miscellaneous Charges	247,014	145,000	145,000
Total Expense	<u>\$ 2,691,386</u>	<u>\$ 2,971,000</u>	<u>\$ 3,006,000</u>
Excess of Revenues over/(under) Expenses	\$ 33,400	\$ (350,000)	\$ (280,000)
Fund Balance, Beginning	<u>\$ 1,812,143</u>	<u>\$ 1,845,543</u>	<u>\$ 1,495,543</u>
Fund Balance, Ending	<u><u>\$ 1,845,543</u></u>	<u><u>\$ 1,495,543</u></u>	<u><u>\$ 1,215,543</u></u>

**BISMARCK PARKS AND RECREATION DISTRICT
PRELIMINARY BUDGET STATEMENT**

EMERGENCY FUND

<u>REVENUE</u>	<u>2019</u> (Actual)	<u>2020</u> (Budget)	<u>2021</u> (Preliminary)
Special Revenue	\$ -	\$ 50,000	\$ 50,000
Total Revenue	<u>\$ -</u>	<u>\$ 50,000</u>	<u>\$ 50,000</u>
<u>EXPENSE</u>			
Supplies/Operations	\$ -	\$ 50,000	\$ 50,000
Miscellaneous Charges	<u>344,548</u>	<u>-</u>	<u>-</u>
Total Expense	<u>\$ 344,548</u>	<u>\$ 50,000</u>	<u>\$ 50,000</u>
Excess of Revenues over/(under) Expenses	\$ (344,548)	\$ -	\$ -
Fund Balance, Beginning	<u>\$ 344,548</u>	<u>\$ -</u>	<u>\$ -</u>
Fund Balance, Ending	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>

**BISMARCK PARKS AND RECREATION DISTRICT
PRELIMINARY BUDGET STATEMENT**

CONSTRUCTION, ACQUISITION, RENOVATION FUND

<u>REVENUE</u>	2019 (Actual)	2020 (Budget)	2021 (Preliminary)
Taxes	\$ 1,863,442	\$ 1,891,000	\$ 1,942,000
State Replacement	27,493	5,000	5,000
Miscellaneous	643,486	50,000	50,000
Interest	29,751	10,000	10,000
Special Revenue	573,933	-	-
Total Revenue	<u>\$ 3,138,105</u>	<u>\$ 1,956,000</u>	<u>\$ 2,007,000</u>
<u>EXPENSE</u>			
Contractual Services	\$ -	\$ -	\$ -
Capital Improvements	2,493,793	1,716,000	1,767,000
Miscellaneous Charges	319,000	240,000	240,000
Total Expense	<u>\$ 2,812,793</u>	<u>\$ 1,956,000</u>	<u>\$ 2,007,000</u>
Excess of Revenues over/(under) Expenses	\$ 325,312	\$ -	\$ -
Fund Balance, Beginning	<u>\$ 194,639</u>	<u>\$ 519,951</u>	<u>\$ 519,951</u>
Fund Balance, Ending	<u><u>\$ 519,951</u></u>	<u><u>\$ 519,951</u></u>	<u><u>\$ 519,951</u></u>

**BISMARCK PARKS AND RECREATION DISTRICT
PRELIMINARY BUDGET STATEMENT**

GOVERNMENT CONSTRUCTION FUND

<u>REVENUE</u>	2019 (Actual)	2020 (Budget)	2021 (Preliminary)
Interest	\$ 12,442	\$ -	\$ -
Special Revenue	153,400	122,000	122,000
Miscellaneous	-	-	-
Total Revenue	<u>\$ 165,843</u>	<u>\$ 122,000</u>	<u>\$ 122,000</u>
<u>EXPENSE</u>			
Contractual Services	\$ -	\$ 10,000	\$ 10,000
Supplies/Operations	20,000	22,500	22,500
Capital Equipment	-	7,000	7,000
Capital Improvements	113,034	40,000	40,000
Miscellaneous Charges	33,000	42,500	42,500
Total Expense	<u>\$ 166,034</u>	<u>\$ 122,000</u>	<u>\$ 122,000</u>
Excess of Revenues over/(under) Expenses	\$ (191)	\$ -	\$ -
Fund Balance, Beginning	<u>\$ 332,082</u>	<u>\$ 331,891</u>	<u>\$ 331,891</u>
Fund Balance, Ending	<u><u>\$ 331,891</u></u>	<u><u>\$ 331,891</u></u>	<u><u>\$ 331,891</u></u>

BISMARCK PARKS AND RECREATION DISTRICT
PRELIMINARY BUDGET STATEMENT

PARK IMPROVEMENT FUND

<u>REVENUE</u>	2019 (Actual)	2020 (Budget)	2021 (Preliminary)
Miscellaneous	\$ 1,001,436	\$ 443,900	\$ 339,000
Association & Management Contracts	17,088	20,000	20,000
Interest	15,290	-	-
Special Revenue	4,802,519	404,850	404,850
Total Revenue	<u>\$ 5,836,333</u>	<u>\$ 868,750</u>	<u>\$ 763,850</u>
<u>EXPENSE</u>			
Contractual Services	\$ -	\$ -	\$ -
Capital Equipment	159,347	100,850	117,750
Capital Improvements	4,961,184	767,900	646,100
Miscellaneous Charges	7,530	-	-
Total Expense	<u>\$ 5,128,061</u>	<u>\$ 868,750</u>	<u>\$ 763,850</u>
Excess of Revenues over/(under) Expenses	\$ 708,272	\$ -	\$ -
Fund Balance, Beginning	<u>\$ 161,763</u>	<u>\$ 870,035</u>	<u>\$ 870,035</u>
Fund Balance, Ending	<u><u>\$ 870,035</u></u>	<u><u>\$ 870,035</u></u>	<u><u>\$ 870,035</u></u>

**BISMARCK PARKS AND RECREATION DISTRICT
PRELIMINARY BUDGET STATEMENT**

MUNICIPAL LEASE FUND

<u>REVENUE</u>	<u>2019</u> (Actual)	<u>2020</u> (Budget)	<u>2021</u> (Preliminary)
Special Revenue	\$ 8,410,133	\$ -	\$ -
Total Revenue	<u>\$ 8,410,133</u>	<u>\$ -</u>	<u>\$ -</u>
<u>EXPENSE</u>			
Capital Improvements	\$ 8,461,622	\$ -	\$ -
Miscellaneous Charges	-	-	-
Total Expense	<u>\$ 8,461,622</u>	<u>\$ -</u>	<u>\$ -</u>
Excess of Revenues over/(under) Expenses	\$ (51,489)	\$ -	\$ -
Fund Balance, Beginning	<u>\$ 1,061,567</u>	<u>\$ 1,010,078</u>	<u>\$ 1,010,078</u>
Fund Balance, Ending	<u><u>\$ 1,010,078</u></u>	<u><u>\$ 1,010,078</u></u>	<u><u>\$ 1,010,078</u></u>

Memo

To: Board of Park Commissioners and Randy Bina, Executive Director
From: Kathy Feist, Finance Director *KF*
Date: September 10, 2020
Re: Park Facilities Gross Revenue Bonds, Series 2020 Bond Sale

In July, the Park Board authorized the sale of Revenue Bonds, Series 2020 to refinance the outstanding balance of the municipal lease issued to fund the construction at Capital Ice Complex and the construction of a new Park Maintenance Shop.

Mike Manstrom with Colliers International (formerly Dougherty & Company LLC) will present the results of the Park Facilities Gross Revenue Refunding Bonds, Series 2020, bond sale to the Board. If acceptable, the Board should adopt the resolution authorizing issuance of the revenue bonds.

Attached is a copy of the Resolution Authorizing the Issuance of Park Facilities Gross Revenue Bonds, Series 2020 that will be updated with the actual bond sale results prior to the Park Board meeting. Mr. Manstrom will provide additional information about the resolutions and address any questions regarding the resolution or bond sale.

Requested Board action is to approve the Resolution Authorizing the Issuance of Park Facilities Gross Revenue Bonds, Series 2020.

**RESOLUTION AUTHORIZING THE ISSUANCE OF
PARK FACILITIES GROSS REVENUE BONDS, SERIES 2020**

BE IT RESOLVED by the Board of Park Commissioners (the “Board”) of the Park District of the City of Bismarck, North Dakota (the “Park District”), as follows:

SECTION 1. FINDINGS.

(a) The Park District intends to construct a park shop maintenance building, including all infrastructure for the maintenance building and yard, and related work and improvements (the “Project”).

(b) The Park District previously entered into a lease-purchase agreement dated December 28, 2009 (the “Prior Bonds”) and currently outstanding in the aggregate principal amount of approximately \$3,673,417 plus accrued interest. The Prior Bonds were issued for the purpose of financing in part the Schaumburg Ice Arena project. For the purpose of reducing the rate of interest and thereby reducing debt service costs, the Board has determined it to be in the best interest of the Park District to refund the Prior Bonds.

(c) The Park District shall issue its Park Facilities Gross Revenue Bonds, Series 2020 in the amount of \$6,200,000 (the “Bonds”) pursuant to Chapter 40-49 of the North Dakota Century Code (“N.D.C.C.”).

(d) The Bonds are issued on a parity with the Park District’s \$8,355,000 Park Facilities Gross Revenue Refunding Bonds, Series 2019.

SECTION 2. AUTHORIZATION OF THE BONDS. Pursuant to the authority of N.D.C.C. Section 40-49-24, the Board hereby authorizes and directs the issuance of the Park District of the City of Bismarck, North Dakota, Park Facilities Gross Revenue Bonds, Series 2020, in the aggregate principal amount of **Six Million Two Hundred Dollars (\$6,200,000)**, for the purpose of constructing the Project, refunding the Prior Bonds, funding a reserve fund and paying related costs of issuance. The Bonds shall be issued in accordance with the terms and conditions set forth in this Resolution.

SECTION 3. SALE OF THE BONDS. The sale of the Bonds has been negotiated to Colliers Securities LLC, Minneapolis, Minnesota (the “Underwriter”), at a price of \$ _____ and a true interest cost of _____%, the sale to be subject to all of the terms and conditions set forth herein, in the notice of sale of the Bonds and in the accepted bid presented to this governing body. The Board hereby delegates the power and authority to the President and the Director/Clerk of the Park District to make arrangements for the deposits required herein and otherwise complete the issuance of the Bonds as contemplated herein.

SECTION 4. TERMS. The Bonds shall be dated October 1, 2020. The Bonds shall be numbered in consecutive numerical order from R-1 upwards as issued and shall mature on April 1 in the years and in the amounts set forth in the Schedule of Maturities and Interest Rates attached as Attachment 1. The final maturity shall be April 1, 2030. The President and Director/Clerk are authorized and directed to complete Attachment 1.

The Bonds shall bear interest at the rates set forth in the Schedule of Maturities and Interest Rates attached hereto as Attachment 1. Interest shall be payable on April 1 and October 1 in each year, commencing April 1, 2021, to the person in whose name each Bond is registered at the close of business

on the 15th day (whether or not a business day) of the immediately preceding month (calculated on the basis of a 360-day year consisting of twelve months of 30 days each). Interest on the Bonds shall cease at maturity or on a date prior thereto on which they have been duly called for redemption unless the holder thereof shall present the same for payment and payment is refused.

Starion Bond Services, Bismarck, North Dakota is hereby appointed the Paying Agent for the Bonds. The place of payment of the principal or redemption price of and interest on the Bonds shall be the office of the Paying Agent. Interest on the Bonds and, upon presentation and surrender thereof, the principal thereof shall be payable in lawful money of the United States of America by wire transfer to DTC by Starion Bond Services, Bismarck, North Dakota, as Bond Registrar, Authenticating and Paying Agent (the "Bond Registrar" or "Paying Agent"), or its successor.

SECTION 5. PREPARATION AND EXECUTION; FORM OF BOND. The Bonds shall be printed under the supervision and at the direction of the Director/Clerk, executed by the facsimile signature of the President of the Board, sealed with a facsimile of the Park District's official seal and attested to by the facsimile signature of the Director/Clerk and delivered to the Underwriter at closing upon receipt of the purchase price plus any accrued interest. The Bonds shall not be valid or become obligatory for any purpose or be entitled to any security or benefit under this Resolution until the Certificate of Authentication thereon shall have been executed by the Registrar by manual signature of one of its authorized representatives. The Bonds shall be issued in fully registered form, in denominations of \$5,000 or in multiples of \$5,000 and shall be numbered consecutively. The Bonds shall be reproduced in substantially the form on file with the Clerk.

SECTION 6. DENOMINATIONS AND BOOK ENTRY REGISTRATION. The Bonds shall be issued as book entry bonds as required by the Depository Trust Company ("DTC") in the aggregate principal amount equal to the principal amount of the Bonds. The Bonds shall be registered in the name of Cede & Co., as nominee of the Depository Trust Company, New York, New York, and the Paying Agent shall treat the record owner as the absolute owner of the Bonds. So long as Cede & Co. is the registered owner of the Bonds, references herein to the Bondholder, owner, etc. shall mean Cede & Co. and shall not mean the beneficial owners of the Bonds. Sales by the purchaser of beneficial interest participations in the Bonds to beneficial owners will be limited to minimum denominations of \$5,000 or any integral multiple in excess thereof. The Blanket Issuer Letter of Representations has previously been executed by the Park District and filed with DTC. The Park District will secure the Paying Agent's representation that it will comply with the requirements of the DTC Operational Arrangements Memorandum, as it may be amended from time to time.

SECTION 7. REDEMPTION. The Bonds maturing on April 1, 20__ and thereafter are subject to redemption at the option of the Park District, in whole or in part, in any order of maturities, from any source of available funds, on April 1, 20__ and any date thereafter at a price of par plus accrued interest to the redemption date. Not less than thirty (30) days prior to the date specified for redemption and prepayment of any of the Bonds the Park District will cause notice of call to be mailed to the registered holders thereof. Upon partial redemption of any Bond, a new Bond or Bonds will be delivered to the holder without charge, representing the remaining principal amount outstanding.

SECTION 8. DEDICATION OF GROSS REVENUES. The Board hereby dedicates and pledges for annual payment of the principal and interest on the Bonds, the Gross Revenues. Gross Revenues means all moneys received by the Park District from the collection of user fees, rates, charges, memberships, and rentals for the System and for activities furnished by the Park District. The System

means the facilities owned or leased by the Park District and described in the Official Statement relating to the Bonds, together with all future additions and improvements thereto.

SECTION 9. SECURITY. The Bonds shall be limited obligations of the Park District, and shall be payable solely from the Gross Revenues, as provided by this Resolution. The Bonds shall not constitute a charge, lien or encumbrance upon any property of the Park District and no Bondholder shall ever have the right to compel any exercise of the taxing power of the Park District to pay the principal or interest on the Bonds, other than the Gross Revenues herein pledged to the payment of the Bonds. Subject to appropriation, the Park District covenants and agrees to include annually as a line item in the Park District's budget such additional amounts as are necessary to pay principal and interest on the Bonds and any Parity Bonds to the extent not paid from the Gross Revenues.

SECTION 10. CONSTRUCTION FUND. The Board shall establish and maintain so long as the Bonds are outstanding a separate fund to be designated the "Park Facilities Gross Revenue Bonds, Series 2020 Construction Fund." The Board shall deposit to the credit of the Construction Fund the proceeds of the Bonds not required to be deposited in the Bond Fund and the Reserve Fund, or required for the redemption of the Prior Bonds. The moneys in the Construction Fund shall be held in trust by the Board and applied to pay the cost of constructing the Project and pay the costs incurred in connection with the issuance of the Bonds. Pending such application, moneys in the Construction Fund shall be subject to a lien and charge in favor of the owners of the Bonds issued and outstanding under this Resolution and shall be held for the further security of such owners until paid out as herein provided. Moneys in the Construction Fund shall be subject to withdrawal from time to time for the purpose of paying amounts due for constructing the Project, for costs of issuance, for paying any interim indebtedness, and for reimbursement to the Park District for any payments theretofore made by the Park District.

Monies in the Construction Fund may be invested in such investments as are authorized by law for the Park District. Earnings from investment of the funds in the Construction Fund shall remain in the Construction Fund, and shall be treated and disbursed as Bond proceeds. Any proceeds of the Bonds and any interest earnings thereon remaining in the Construction Fund after payment of all outstanding indebtedness, costs of the Project, reimbursement of prior expenditures and issuance costs shall be transferred to the Bond Fund.

SECTION 11. BOND FUND. The Board shall establish and maintain so long as the Bonds are outstanding a separate fund to be designated the "Park Facilities Gross Revenue Bonds, Series 2020 Bond Fund." As long as any of the Bonds are outstanding all Gross Revenues shall be deposited into the Bond Fund until the funds held in the Bond Fund for that particular Bond Year equal 100% of the principal and interest on the Bonds. Any Gross Revenues in excess of the amount necessary to provide 100% coverage for the Bond Fund in any year shall first be applied to make up a deficiency in the Reserve Fund, if any, and thereafter may be used by the Park District for any lawful purpose. The Park District shall pay from the Bond Fund to the Paying Agent for the Bonds amounts each year sufficient for the payment of all principal and interest coming due from time to time. If there are not sufficient funds in the Bond Fund to meet any payment of principal of and interest on the Bonds when they become due, the Park District shall transfer from the Reserve Fund to the Bond Fund sufficient funds in order to meet the principal and interest payments on the Bonds. Any earnings on the Bond Fund shall remain in the Bond Fund. The moneys and investments in the Bond Fund are irrevocably pledged to and shall be used to the extent required for the payment of principal of and interest on the Bonds when and as the same shall become due and payable, and for rebate calculation fees and for those purposes only.

SECTION 12. RESERVE FUND. The Board shall establish a separate fund to be designated as the "Park Facilities Gross Revenue Bonds, Series 2020 Reserve Fund." The Board shall deposit to the credit of the Reserve Fund proceeds of the Bonds in an amount equal to the Reserve Fund Requirement (approximately \$_____). Monies in the Reserve Fund shall be transferred to the Bond Fund and used to pay the scheduled principal of and interest on the Bonds and Parity Bonds (if any) when due, but only when and to the extent that monies in the Bond Fund are insufficient for such purposes. If at any time the balance in the Reserve Fund is less than the Reserve Fund Requirement, the Board will transfer Gross Revenues in an amount sufficient to replenish the Reserve Fund within one year. Any amounts on deposit in the Reserve Fund, including interest earnings, in excess of the Reserve Fund Requirement shall be transferred to the Bond Fund.

SECTION 13. GENERAL COVENANTS. The Board hereby covenants and agrees with the owners of all outstanding Bonds as follows:

(a) That it will impose, maintain and collect rates, fees and charges in connection with the operation of the System, as the Gross Revenues herein appropriated for the payment of the Bonds.

(b) That it will fully and promptly perform each and all of the duties prescribed in the N.D.C.C., including Chapter 40-49.

(c) That it will, to the extent the Gross Revenues are sufficient, promptly cause the principal and interest on the Bonds to be paid as they become due.

(d) That it will maintain complete books and records relating to the users fees, the Bond Fund, Construction Fund and Reserve Fund and will cause such books and records to be audited annually at the end of each Fiscal Year, and an audit report prepared and made available for the inspection of Bondholders.

(e) That it will not issue Bonds or other obligations having a claim equal or superior to the claim of the Bonds upon the Gross Revenues other than as provided herein.

(f) That it will continue to own or lease, operate and maintain the System and will not sell or otherwise dispose of any properties thereof; provided, that any properties not essential to continued operation of the System in satisfaction of other covenants herein prescribed may be sold or otherwise disposed of at their fair market value, and the proceeds thereof used to purchase other properties required for the System or to pay principal of and interest on obligations issued with respect to such System. The Park District will continue to maintain the System in good and efficient operating condition, providing public access to the System.

(g) Any registered owner of any of the Bonds from time to time outstanding shall have the right, power and privilege to enforce, by action or proceedings at law or in equity, on behalf of all registered owners of such Bonds then outstanding similarly situated, the covenants and agreements in this Resolution made and agreed to by the Park District, and shall have the same rights and remedies as available to a holder of bonds under the terms and limitations of N.D.C.C. Sections 40-35-15 through 40-35-19 as in effect on the date of adoption of this Resolution, it being hereby understood and specifically agreed that the System shall be deemed an "undertaking" within the meaning of this Resolution.

(h) The Park District covenants pursuant to this Resolution to provide revenue through user fees charged for activities and use of the System for payment of principal of and interest on the Bonds and any Parity Bonds, and further covenants to charge said user fees at such rates which are projected to annually provide Gross Revenues at least equal to 120% of the annual principal and interest requirements for these Bonds and any Parity Bonds, and if such Gross Revenues fail to meet such level, the Park District further covenants to promptly increase such rates so that Gross Revenues are projected to meet such required level.

(i) The Park District covenants, to the extent permitted by law and subject to the right of non-appropriation, that it will not take any actions to cause the holders of the Subordinate Debt to foreclose on any property that is part of the System.

SECTION 14. TRANSFER. The Bonds are transferable upon the books of the Park District at the principal office of the Registrar, by the registered owner thereof in person or by his attorney duly authorized in writing upon surrender thereof together with a written instrument of transfer satisfactory to the Registrar, duly executed by the registered owner or his attorney; and may also be surrendered in exchange for Bonds of other authorized denominations. Upon such transfer or exchange the Park District will cause a new Bond or Bonds to be issued in the name of the transferee or registered owner, of the same aggregate principal amount, bearing interest at the same rate and maturing on the same date, subject to reimbursement for any tax, fee or governmental charge required to be paid with respect to such transfer or exchange. No transfer of Bonds shall be required to be made during the fifteen days next preceding an interest payment date, nor during the forty-five days next preceding the date fixed for redemption of Bonds.

The Park District and the Registrar may deem and treat the person in whose name any Bond is registered as the absolute owner thereof, whether the Bond is overdue or not, for the purpose of receiving payment and for all other purposes, and neither the Park District nor the Registrar shall be affected by any notice to the contrary.

SECTION 15. PARITY BONDS. The Park District may issue Parity Bonds to provide funds to finance the acquisition, construction and equipping of other facilities, the repair and improvement of Park District infrastructure, or the refunding of outstanding Bonds, upon the following conditions:

(a) No Default has occurred and is continuing;

(b) Gross Revenues collected during the last two Bond Years prior to such issuance shall have been not less than 120% of the average annual principal and interest to become due, during the remaining term of the Bonds, on the Bonds and the additional Parity Bonds; and

(c) Any facility to be improved, constructed or refinanced with proceeds from the sale of such Parity Bonds shall be a part of the System and the Gross Revenues, if any, derived from the operation thereof are pledged as security for the payment of all Bonds outstanding.

All Bonds issued in accordance with this Section shall have a lien on the Gross Revenues which is equal to the lien of the Bonds and all Parity Bonds issued in accordance with this Section. Nothing in this Resolution shall preclude the Park District from issuing additional bonds which are expressly made a charge on only the surplus Gross Revenues subordinate to the pledge of the Gross Revenues to the Bonds authorized hereunder.

SECTION 16. DEFAULT.

- (a) The following events shall constitute Default:
 - (i) failure to pay Bond principal or interest when due; or
 - (ii) failure to perform any other obligation of the Park District imposed by the Resolution or the Bonds, but only if:
 - (A) the failure continues for a period of more than 60 days after demand has been made on the Park District to remedy the failure, and
 - (B) the Park District fails to take reasonable steps to remedy the failure within that 60-day period; or
 - (iii) imposition of a receivership upon the Park District; or
 - (iv) written admission by the Park District that the Park District is unable to pay its debts as they become due.
- (b) Upon Default, any Bondholder may exercise any remedy available at law or in equity.

SECTION 17. AMENDMENT OF RESOLUTION.

- (a) This Resolution may be amended without the consent of any Bondholders for any one or more of the following purposes:
 - (i) to add to the covenants and agreements of the Park District in this Resolution any other covenants and agreements thereafter to be observed by the Park District or to surrender any right or power herein reserved to or conferred upon the Park District;
 - (ii) to cure any ambiguity or formal defect contained in this Resolution, if that cure does not, in the judgment of the Board, adversely affect the interests of the Bondholders;
 - (iii) to issue refunding bonds; or
 - (iv) to make any other change which, in the opinion of nationally recognized bond counsel, is not to the prejudice of the holders of the Bonds.
- (b) This Resolution may be amended for any other purpose only upon consent of not less than 50% in aggregate principal amount of the Bonds outstanding; provided, however, that no amendment shall be valid which:
 - (i) extends the maturity of any Bond, reduces the rate of interest upon any Bond, extends the time of payment of interest on any Bond, reduces the amount of

principal payable on any Bond, or reduces any premium payable on any Bond, without the consent of the affected Bondholder; or

(ii) reduces the percent of Bondholders required to approve the amendatory resolutions.

SECTION 18. DISCHARGE. When all of the Bonds have been discharged as provided in this paragraph, all pledges, covenants and other rights granted by this Resolution shall cease. The Park District may discharge all Bonds due on any date by depositing with the Paying Agent on or before that date a sum sufficient for the payment thereof in full; or if any Bond should not be paid when due, the same may nevertheless be discharged by depositing with the Paying Agent a sum sufficient for the payment thereof in full with interest accrued from the due date to the date of such deposit. The Park District may also discharge all Bonds at any time by irrevocably depositing in escrow with a suitable bank, for the purpose of paying all principal and interest when due on such Bond, a sum of cash and securities of the types described in Section 40-27-13, N.D.C.C., or deposits in the Bank of North Dakota which, as provided by Section 6-09-10, N.D.C.C., are guaranteed by the state, in such aggregate amount, bearing interest at such rates and maturing or callable at the holder's option on such dates as shall be required to provide funds sufficient for this purpose.

SECTION 19. TAX COVENANTS. The Board covenants that it will not take any action, or fail to take any action, if any such action or failure to take action which would cause the Bonds to become private activity bonds or would otherwise adversely affect the exclusion from gross income of the interest on the Bonds under Section 103 of the Code. The Park District will not directly or indirectly use or permit the use of any proceeds of the Bonds or any other funds of the Park District, or take or omit to take any action that would cause the Bonds to be "arbitrage bonds" within the meaning of Section 148(a) of the Code. To that end, the Park District will comply with all requirements of Section 148 of the Code and any applicable regulations to the extent applicable to the Bonds. In the event that any time the Board is of the opinion that for purposes of this Section it is necessary to restrict or limit the yield on the investment of any moneys held in the Bond Fund, Construction Fund or Reserve Fund, the Board shall take such action as may be necessary.

Without limiting the generality of the foregoing, the Board agrees that there shall be paid from time to time all amounts required to be rebated to the United States pursuant to Section 148(f) of the Code and any temporary, proposed or final Treasury Regulations as may be applicable to the Bonds from time to time. This covenant shall survive payment in full or defeasance of the Bonds.

Notwithstanding any provision of this Section, if the Board receives an opinion of nationally recognized bond counsel to the effect that any action required under this Section is no longer required, or to the effect that some further action is required, to maintain the exclusion from gross income of the interest on the Bonds pursuant to Section 103 of the Code, the Park District may rely conclusively on such opinion in complying with the provisions hereof.

SECTION 20. QUALIFIED TAX-EXEMPT OBLIGATIONS. The Park District hereby designates the Bonds as "qualified tax-exempt obligations" under Section 265 of the Code relating to the deduction allowed financial institutions for interest expense allocable to tax-exempt interest. The Park District represents that: (i) the Bonds are not "private activity bonds" as defined in the Code; (ii) the reasonably anticipated amount of tax-exempt obligations (other than obligations described in Code Section 265(b)(3)(C)(ii)) which will be issued during the calendar year 2020 does not exceed \$10,000,000; and (iii) not more than \$10,000,000 of "qualified tax-exempt obligations" will be

designated by the Park District (including subordinate entities) for the calendar year 2020.

SECTION 21. OTHER DOCUMENTS AND PROCEEDINGS. The officers of the Park District are hereby authorized and directed to take all actions, and execute and carry out or cause to be carried out the obligations which are necessary or advisable in connection with this Resolution and the issuance, sale and delivery of the Bonds. Such actions include, but shall not be limited to preparation and authorization of the use of a Preliminary Official Statement and preparation, authorization of the use and execution of an Official Statement relating to the Bonds, and amendments and supplements thereto. The officers of the Park District are further authorized and directed to prepare, execute and furnish to the attorneys passing on the legality of the Bonds, certified copies of all proceedings, ordinances, resolutions and records and all such certificates and affidavits and other instruments as may be required to evidence the legality and marketability of the Bonds, and all certified copies, certificates, affidavits and other instruments so furnished shall constitute representations of the Park District as to the correctness of all facts stated or recited therein.

SECTION 22. CONTINUING DISCLOSURE. The Board hereby covenants and agrees that it will comply with and carry out all of the provisions of the Continuing Disclosure Certificate. Notwithstanding any other provision of this Resolution, failure of the Park District to comply with the Continuing Disclosure Certificate shall not be considered an event of default; however, any Bondholder may take such actions as may be necessary and appropriate, including seeking mandate or specific performance by court order, to cause the Park District to comply with its obligations under this Section.

SECTION 23. REDEMPTION OF PRIOR BONDS. Proceeds of the Bonds, together with certain Issuer funds, are hereby irrevocably appropriated and, simultaneously with the delivery of the Bonds herein authorized, shall be deposited with the Paying Agent. The Paying Agent shall pay and redeem the Prior Bonds and accrued thereon to such redemption date. If required, the Director/Clerk is hereby authorized and directed to cause a Notice of Redemption to be mailed to the holders of the Prior Bonds and to the Paying Agent. The Director/Clerk is further authorized and directed to cause the aforementioned deposits, and such transfers necessary therefore, to be timely made. The President and Director/Clerk are hereby authorized to enter into any necessary agreements and determine the amounts of such deposits and transfers required pursuant to this Section in consultation with the Underwriter.

SECTION 24. SUBORDINATE DEBT. The Gross Revenues are not pledged to the Subordinate Debt, and such Subordinate Debt is expressly made junior and subordinate to the Bonds and any Parity Bonds. Subordinate Debt means the financing for certain Park District improvements pursuant to notes and lease agreements paid from general fund appropriations, and described in the Official Statement relating to the Bonds as Other Obligations of the Park District.

SECTION 25. CERTIFICATES. The President and Director/Clerk (each, an "Authorized Officer"), in consultation with bond counsel, are hereby authorized to deliver a certificate which cures ambiguities, defects or omissions herein, corrects, amends or supplements any provision herein, lessens the obligations of the Park District hereunder, adds to the rights or options of the Park District, or otherwise makes changes to the provisions hereof, which such Authorized Officer determines are in furtherance of the financing contemplated herein, which determination shall be evidenced conclusively by the execution of such certificate.

Dated: September 17, 2020.

**PARK DISTRICT OF THE
CITY OF BISMARCK, NORTH DAKOTA**

Attest:

President
Board of Park Commissioners

Park District Director/Clerk

The governing body of the Park District acted on the foregoing resolution at a properly noticed meeting held in Bismarck, North Dakota, on September 17, 2020, with the motion for adoption made by _____ and seconded by _____, and the roll call vote on the motion was as follows:

"Aye" _____

"Nay" _____

Absent _____

Abstain _____

\$6,200,000
PARK DISTRICT OF THE CITY OF BISMARCK, NORTH DAKOTA
PARK FACILITIES GROSS REVENUE BONDS, SERIES 2020

SCHEDULE OF MATURITIES AND INTEREST RATES

\$ _____ Serial Bonds

<u>Year*</u>	<u>Amount</u>	<u>Rate</u>		<u>Year*</u>	<u>Amount</u>	<u>Rate</u>

* April 1 of each year.



Water | Transportation | Municipal | Facilities

Memorandum

To: Randy Bina
Bismarck Parks and Recreation District

From: Mike Berg
Apex Engineering Group, Inc.

Re: Project updates for Riverwood Golf Course and Chief Lookings Village

Date: September 9th, 2020

Dear Mr. Bina,
Below are project summaries and status updates for the Riverwood Golf Course and the Chief Lookings Village. We look forward to presenting these improvements to the Board on September 17th.

Riverwood Golf Course Cart Path Resurfacing

This project was awarded on 5/28/2020 to Northern Improvement Company for \$281,189.20 (3.5% below the engineer's estimate). The project improvements generally include:

- Cart path resurfacing for holes 10 through 18 and the driving range
- Full depth repair of soft/wet locations
- Addition of topsoil along path
- Path tree root repair

On-site work began on site on 8/10 and was substantially complete on 8/24.

Chief Lookings Village Roadway Improvements

This project was awarded on May 28, 2020 to Northern Improvement Company for \$274,468.80 (20.0% below the engineer's estimate). The project improvements generally include:

- Reconstruction of the roadway including
 - Cement Stabilized Base (Engineered savings over Traditional Reconstruction)
 - 4.5" New Asphalt Pavement
 - Parking Lot Striping
 - Seeding/Hydromulching
- Removal of existing guardrail

- Installation of 170 bollards and cable guardrail (new configuration saved \$7,693).

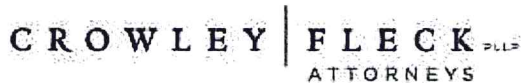
On-site work began on site on 8/11/2020 and was substantially complete on 9/8/2020.

Apex Engineering Group, Inc.

Mike Berg

Mike Berg, PE
Principal





Blaine T. Johnson
100 W. Broadway Ave., Ste. 250
PO Box 2798
Bismarck, ND 58502-2798
701.223.6585
bjohnson@crowleyfleck.com

June 26, 2020

Randy Bina
Bismarck Parks and Recreation District
400 East Front Avenue
Bismarck, North Dakota 58504

via E-mail

RE: Dedication of Real Property
Silver Ranch 3rd Addition

Mr. Bina:

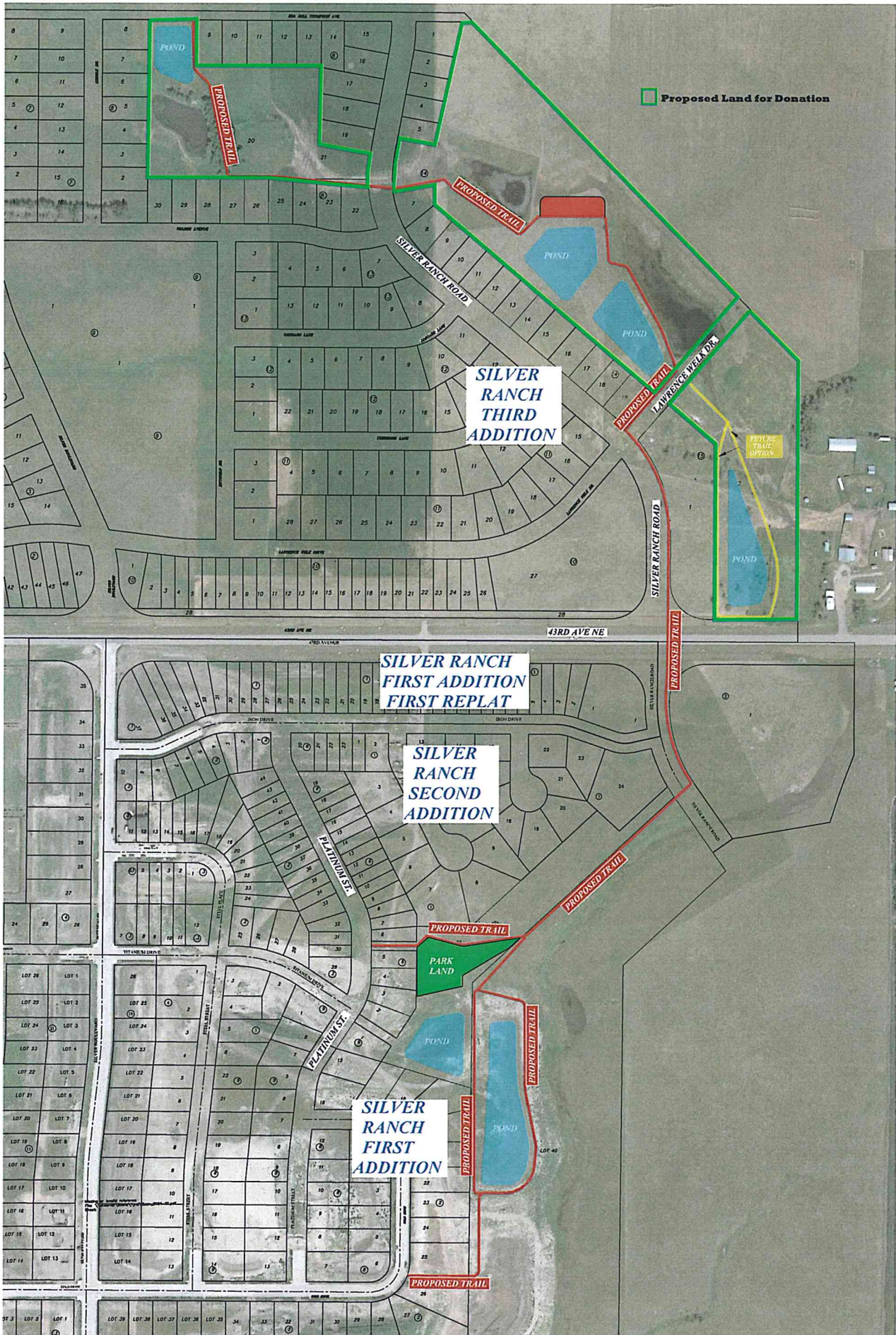
On behalf of Silver Ranch 18, LLLP the owners of real property in Section 18, Township 139 North, Range 79 West, Burleigh County, North Dakota, this letter is to indicate to the Bismarck Parks and Recreation District their intent to donate approximately 26.8 acres within the proposed Silver Ranch 3rd Addition Subdivision as will be determined by the final recorded and approved plat thereof. The donation is intended for the use of walking trails, parks, and watershed drainage in such a manner as to be determined in conjunction with the developer, Bismarck Parks and Recreation District and the property owners.

Sincerely,

CROWLEY FLECK PLLP

A handwritten signature in black ink, appearing to read "Blaine T. Johnson".

Blaine T. Johnson



AMENDMENT TO PARK DEVELOPMENT AGREEMENT

THIS AMENDMENT TO PARK DEVELOPMENT AGREEMENT, entered into the ____ day of 2020 by and between **INVESTCORE, INC.**, whose post office address is 905 Tacoma Ave, Suite 2, Bismarck, ND 58504 (“Developer”), **SILVER RANCH 19, LLLP**, whose post office address is 1117 North 3rd Street, Bismarck, ND 58501 (“Property Owner”) and the **PARK DISTRICT OF THE CITY OF BISMARCK**, a park district under the laws of the State of North Dakota, 400 East Front Avenue, Bismarck, North Dakota 58504 (“Park District”).

WHEREAS, the parties entered into a Park Development Agreement dated June 16, 2016, (the “Agreement”) for the development of a neighborhood park and greenway in Silver Ranch 1st Addition.

WHEREAS, Silver Ranch 1st Addition Plat was recorded on April 24, 2016, Silver Ranch 1st Addition Replat was recorded on June 26, 2016, and Silver Ranch 2nd Addition is being platted in 2020, which alters the legal descriptions and total area for the neighborhood park area.

WHEREAS, the parties desire to amend the Agreement as provided herein and to otherwise ratify and confirm all the terms and conditions as set forth therein;

NOW, THEREFORE, for and in consideration of the above recitals, the mutual covenants of the parties hereto, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, it is hereby agreed by the parties hereto as follows:

1. The Agreement is now designated as for the Neighborhood Park in Silver Ranch 1st and 2nd and any reference to Silver Ranch 1st in the Agreement is now Silver Ranch 1st and 2nd.
2. The acreage of the neighborhood park is increased from 3.4 acres to 4.88 acres and the legal description is changed to Lot 25, Block 1, Silver Ranch 2nd; the 30.78 acres for the greenway and the legal description of the greenway is unchanged.
3. Paragraph 1 Scope of Agreement is replaced with:

Scope of Agreement. This Agreement shall not constitute a partnership or a joint venture by and between the Developer, Property Owner and the Park District. No party has a right or obligation to bind the other party to any course of action or commitment as it relates to the development of the Developer Property, including the Park Area that is described herein. Each of the parties is an independent contractor and, although they will coordinate their efforts to develop the Park Area, possibly to include elements of design, access and amenities, no party is assuming any obligation of any other party. This Agreement and the purchase and contribution of the neighborhood park area is contingent upon the City of Bismarck creating a Park Improvement Special Assessment District for this neighborhood park and is contingent upon funding being approved for the Park Improvement Special Assessment District. To enable the City of Bismarck to create a Park Improvement Special Assessment District for this neighborhood park, Developer grants an easement for a park on the 4.88 acres described as Lot 25, Block 1, Silver Ranch 2nd. If the City of Bismarck does not create a Park Improvement Special Assessment District for this neighborhood park or if the Park Improvement Special Assessment District is not funded, this

Agreement will be cancelled by the parties, the easement for the park will be terminated, and the park improvements will not be constructed.

4. These exhibits have been revised and are attached to this Amendment:

Exhibit A Plat of Developer Property

Exhibit A-1 Diagram of Park Area

Exhibit A-2 Map of Benefitted Property

Exhibit B Park Amenities and Cost Estimate of the Individual Park Amenities
(only subtitle change to Silver Ranch 1st & 2nd)

Exhibit C-1 Real Estate Purchase and Contribution Agreement

Exhibit D Petition for Park Improvements

IN WITNESS WHEREOF, the parties have caused this amendment to be executed as of the day and year written above.

DEVELOPER:

THE PARK DISTRICT OF THE
CITY OF BISMARCK

By: _____

Chad Wachter, Investcore, Inc.

By: _____

Its: President

PROPERTY OWNER:

By: _____

_____, Silver Ranch 19, LLP

By: _____

Its: Clerk

Exhibit A Plat of Developer Property

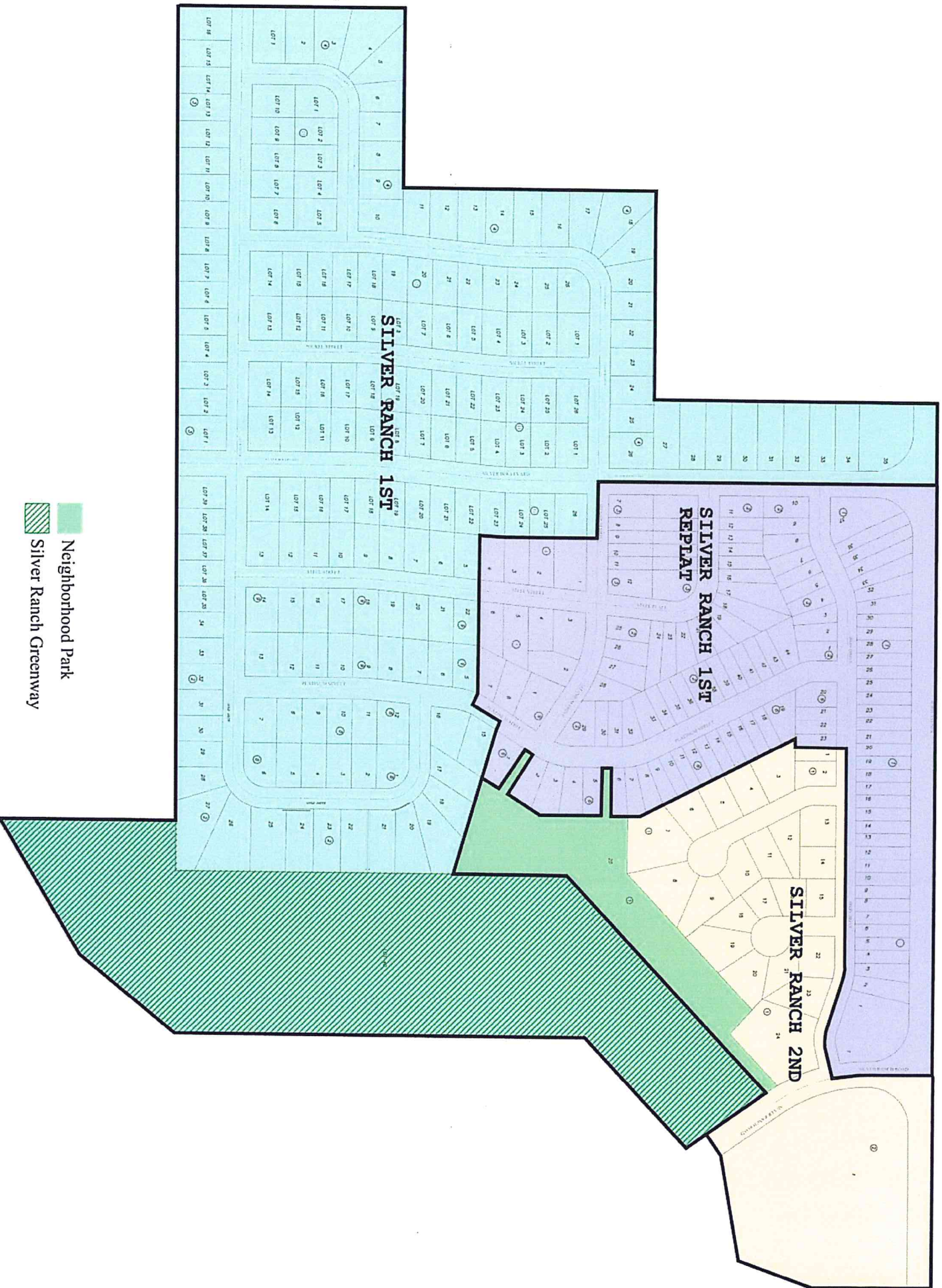
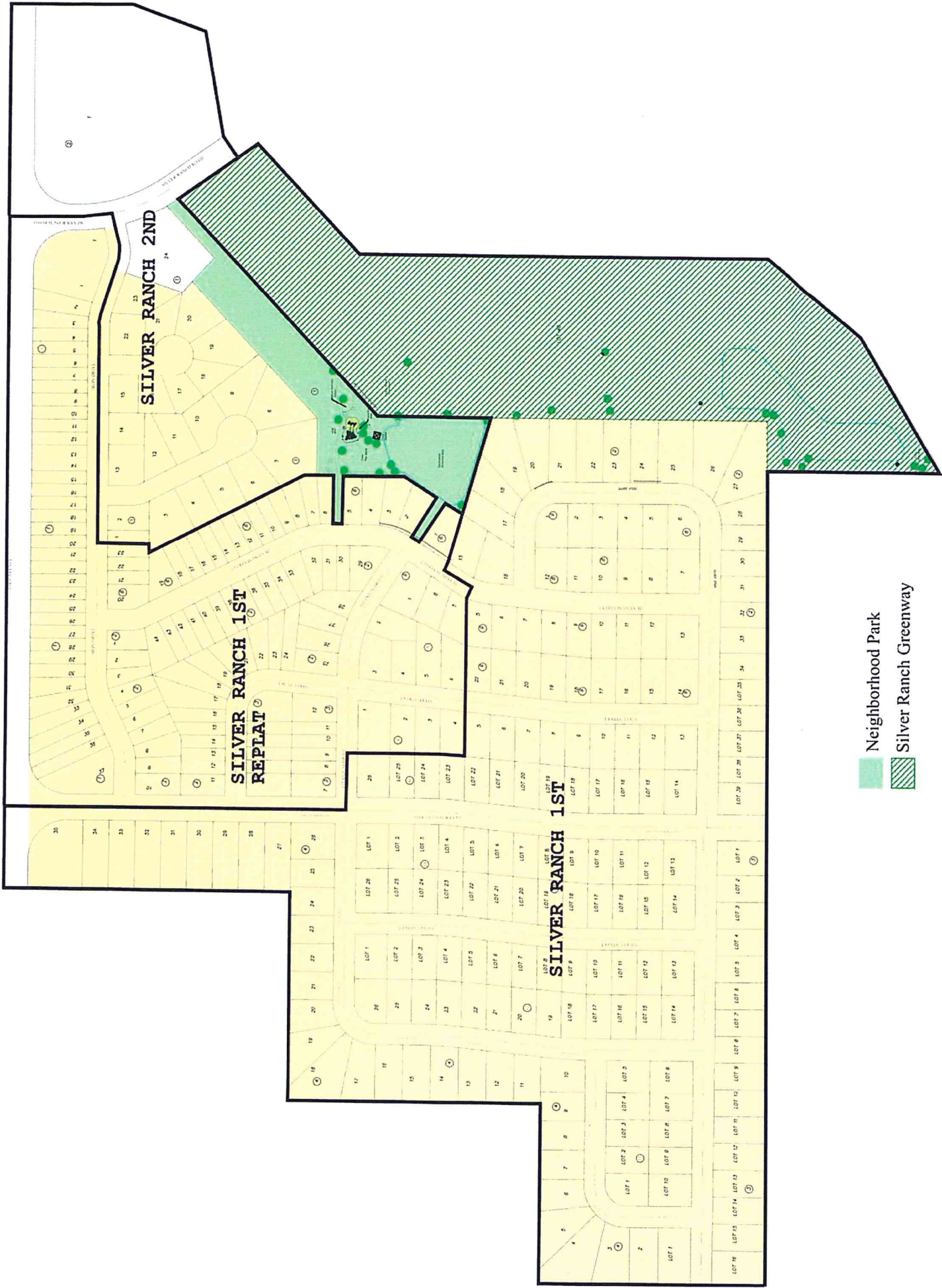


Exhibit A-1 Diagram of Park Area



Exhibit A-2 Map of Benefitted Property



Silver Ranch 1st & 2nd Neighborhood Park and Greenway				
	QTY	UNIT	PRICE	TOTAL PRICE
NEIGHBORHOOD PARK FEATURES - general assessment				
EARTHWORK/IRRIGATION				
General Grading	1	LS	10000.00	\$10,000.00
Irrigation	1	LS	20000.00	\$20,000.00
Earthwork Total				\$30,000.00
PLAY EQUIPMENT AND SHELTER				
Play Equipment & Installation	1	LS	85000.00	\$85,000.00
Playground Surfacing	1	LS	10000.00	\$10,000.00
Wood Shelter with Metal Roof	1	LS	40000.00	\$40,000.00
Play Equipment and Shelter Total				\$135,000.00
PAVING				
10' Shared Use Trail	3860	SF	5.00	\$19,300.00
Shelter Pad	565	SF	6.00	\$3,390.00
Play Access Path	2000	SF	6.00	\$12,000.00
Play Curb	275	LF	22.00	\$6,050.00
Paving Total				\$40,740.00
FURNISHINGS				
Benches	3	EA	1200.00	\$3,600.00
Picnic Tables	5	EA	800.00	\$4,000.00
Grill	1	EA	200.00	\$200.00
Furnishings Total				\$7,800.00
PLANTINGS				
Evergreen Trees	21	EA	375.00	7,875.00
Deciduous Trees	21	EA	400.00	8,400.00
Ornamental Grasses/Perennials	45	EA	15.00	675.00
Lawn Seed/Prep	111536	SF	0.15	16,730.40
Plantings Total				33,680.40
NEIGHBORHOOD PARK AMENITIES TOTAL				247,220.40
DISTRICT-WIDE GREENWAY FEATURES - BPRD assessment				
Greenway				
10' Shared Use Trail	54830	SF	5.00	\$274,150.00
Wood Shelter with Metal Roof	1	LS	40000.00	\$40,000.00
Picnic Tables	4	EA	800.00	\$3,200.00
Benches	2	EA	1200.00	\$2,400.00
Plantings	1	LS	20000.00	\$20,000.00
DISTRICT-WIDE AMENITIES TOTAL				\$339,750.00
TOTAL				\$586,970.40

Estimated park costs	\$ 586,970
Land costs	\$ 33,750
Estimated consultant fees	\$ 64,567
Assessment fees	\$ 62,072
10% contingencies	\$ 65,154
Total estimated cost	\$ 812,513

REAL ESTATE PURCHASE AND CONTRIBUTION AGREEMENT

THIS AGREEMENT is entered into as of the ____ day of _____, 2016, by and between Investcore, Inc., whose post office address is 905 Tacoma Ave, Suite 2, Bismarck, ND 58504 (as "Seller") and Park District of the City of Bismarck, a park district under the laws of the State of North Dakota, 400 East Front Avenue, Bismarck, North Dakota 58504 (as "Buyer").

In consideration of the mutual terms, covenants, conditions and agreements herein contained, it is hereby agreed by and between the parties as follows:

1. **Sale, Contribution and Conveyance of Real Property.** Seller agrees to sell, convey, assign, transfer and deliver to Buyer, and Buyer agrees to purchase, acquire and take from Seller, all of Seller's right, title and interest, in and to that certain real property at **Lot 25, Block 1, Silver Ranch 2nd** in the City of Bismarck, in the County of Burleigh, State of North Dakota. This sale and conveyance is contingent upon the City of Bismarck creating a Park Improvement Special Assessment District for funding this neighborhood park in Silver Ranch 1st and 2nd Addition.

2. **Purchase Price, Payment and Contribution.** The agreed selling price for 1.5 acres of the upland area of parcel is thirty-three-thousand-seven-hundred-fifty dollars (\$33,750). The agreed selling price of this 1.5 acres of the property is the negotiated price, based on the verified price paid by the Seller for these 1.5 acres. This amount shall be paid by wire transfer upon the date of closing. The Seller agrees to contribute the remaining 3.38 acres of Lot 25, Block 1, Silver Ranch 2nd, to the Buyer. This 3.38 acres is the wetland and storm water area. Conveyance of the 3.38 acre parcel will take place upon the date of closing.

3. **Closing.** The Closing Date shall be determined after the plat for Silver Ranch 1st and 2nd Addition is approved and closing is contingent upon the creation of a Park Improvement Special Assessment District by the City of Bismarck. Seller shall deliver at the time of closing a Warranty Deed conveying title to the Buyer free and clear of all liens and encumbrances and subject to easements, zoning and restrictions of record. Real estate taxes and special assessments shall be prorated to the time of Closing with the Buyer responsible for all taxes accrued after the Date of Closing. The Seller is responsible for all taxes accrued before the date of closing. Seller will provide the Buyer with an abstract of title to the real property no later than ten (10) days prior to closing. In lieu of an abstract of title, the Seller at its option may provide to the Buyer an owner's policy of title insurance in an amount equal to the sales price. All costs associated with the title search, title insurance and abstract update will be paid by the Seller.

This purchase and contribution agreement and conveyance of the property is contingent upon the City of Bismarck creating a Park Improvement Special Assessment District for this neighborhood park and is contingent upon funding being approved for the Park Improvement Special Assessment District. To enable the City of Bismarck to

create a Park Improvement Special Assessment District for this neighborhood park, Seller grants an easement for a park on the 4.88 acres described as Lot 25, Block 1, Silver Ranch 2nd. If the City of Bismarck does not create a Park Improvement Special Assessment District for this neighborhood park or if the Park Improvement Special Assessment District is not funded, this purchase and contribution agreement will be cancelled by the parties, the easement for the park will be terminated, and the park improvements will not be constructed.

4. **Possession of the Property.** Buyer shall be given possession of the property on the date of closing.

5. **Risk of Loss.** The risk of loss by destruction or damage to the property by fire or otherwise prior to the closing of the sale is that of the Seller.

6. **Survival.** All of the terms, covenants, conditions, representations, warranties and agreements of this Agreement shall survive and continue in force and effect and shall be enforceable after the Date of Closing and delivery of the Warranty Deed.

7. **Effective Agreement.** This Agreement shall become effective and shall be binding upon the parties only after it has been executed by all of the parties.

8. **Entire Agreement; Modification.** This Agreement constitutes the entire and complete agreement between the parties and supersedes any prior oral or written agreements between the parties with respect to the property. It is expressly agreed that there are no verbal understandings or agreements which in any way change the terms, covenants and conditions set forth herein, and that no modification of this Agreement and no waiver of any of its terms and conditions shall be effective unless in writing and duly executed by the parties.

9. **Binding Effect.** All covenants, agreements, warranties and provisions of this Agreement shall be binding upon and inure to the benefit of the parties and their respective heirs, representatives, successors and assigns. When used herein, the singular shall include the plural, the plural shall include the singular, and the use of one gender shall include all other genders, as and when the context so requires.

10. **Controlling Law.** This Agreement has been made and entered into under the laws of the state of North Dakota, and said laws shall control its interpretation.

11. **Time of Essence.** Time is of the essence as to all dates and time periods set forth in this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the date first above written.

SELLER:

Investcore, Inc.

By:

By:

BUYER:

Park District of the City of Bismarck

Julie Jeske, President

PETITION FOR PARK IMPROVEMENTS
For lots zoned R5, R10, RM, or RT Residential

DATE: _____

To the Honorable Board of City Commissioners
 Bismarck, North Dakota

Commissioners:

The undersigned owners of the property liable to be assessed for the park improvement respectfully petition your Honorable Board to have park improvements completed on (legal description of lots where park is to be developed):

 Lot 25, Block 1, Silver Ranch Second Addition

It is agreed that 100% of the costs of said park improvements shall be assessed to the benefited property according to the Bismarck Parks and Recreation District's Basis of Special Assessment Policy.

PROPERTY DESCRIPTION

BLOCK 2—LOTS 15-40
 BLOCK 3—LOTS 1-16
 BLOCK 4—LOTS 1-35
 BLOCK 8—LOTS 1-12
 BLOCK 9—LOTS 5-22
 BLOCK 10—LOTS 5-26
 BLOCK 11—LOTS 1-26
 BLOCK 12—LOTS 1-26
 BLOCK 13—LOTS 1-10
 All in Silver Ranch 1st Addition
 BLOCK 1—LOTS 1-37
 BLOCK 2—LOTS 1-44
 BLOCK 3—LOTS 1-12
 BLOCK 4—LOTS 1-4
 BLOCK 5—LOTS 1-8
 BLOCK 6—LOTS 1-23
 All in Silver Ranch 1st Replat
 BLOCK 1—LOTS 1-23
 All in Silver Ranch 2nd

SIGNATURE and ADDRESS
(Property Owner/s)

SIGNATURE and ADDRESS
 (Property Owner/s)

X _____

Investcore, Inc.
 905 Tacoma Ave, Suite 2
 Bismarck, ND 58502-0520

 For City Engineer Use Only

 Approved by Gabe Schell, P.E.
 City Engineer, Bismarck, ND

 Date

Memo

To: Board of Park Commissioners and Randy Bina, Executive Director
From: Kathy Feist, Finance Director *KF*
Date: September 16, 2020
Re: 26th Street Lot Improvements

The Park District owns ten lots on the east side of 26th Street between Grant Drive and Capitol Avenue. Nine of these lots are residential lots and the tenth lot is a 26.3 acre lot where the portion of Hay Creek Trail near the Capitol Avenue Outfall is located. In late 2019, property owners on the west side of 26th Street petitioned the City of Bismarck to design and construct water, sanitary sewer, and street improvements funded through a city special assessment district. The design also included grading of the residential lots owned by BPRD and construction of a trailhead parking lot.

The grading of the BPRD residential lots is designed to make these lots developable as actual residential lots should the Park Board decide at some point to sell these individual lots. However, if the lots were retained by BPRD, the grading would still be useful for any future development done by BPRD.

The City of Bismarck received bids for this project on September 15th. The apparent low bidder is Strata Corporation with the following bids:

Unit 1: West Lots & Street R/W Grading	\$144,832.36
Unit 2: Water/Sanitary Sewer	\$182,869.80
Unit 3: Street Paving	\$206,711.15
Unit 4: East Lots Grading	\$127,833.10
Unit 5: Parking Lot & Trail	\$114,287.20

The construction costs, plus engineering and assessment costs, of Units 1-3 will be assessed proportionately to all adjacent lots on the east and west sides of 26th Street. The construction costs, plus engineering and assessment costs for Unit 4 would be assessed to the BPRD owned residential lots on the east side of 26th Street. The construction costs, plus engineering and assessment costs for Unit 5, would be assessed entirely to the BPRD lot ten.

Staff recommends moving forward with Units 1 through 4 and rejecting Unit 5. The bids received were favorable and below the engineer's estimate. Staff recommends moving forward with the grading in Unit 4 because bids are favorable which is likely due to benefit of economies of scale with this lot grading being part of a larger project with west lots and street right-of-way grading. Staff recommends rejecting the Unit 5 bids due to the overall cost of the project and that fact that the parking lot can be constructed at a later time if it is determined as necessary as part of BPRD's future development of this land.

The Board of City Commissioners will consider the award of bids on September 22nd. Requested Park Board action is to approve the bids for Street Improvement District 539, Water Improvement District 333, and Sewer Improvement District 577 Units 1-4 and reject the bid for Unit 5, contingent upon Board of City Commission action.

Hay Creek Corridor - 26th Street Lots



MINUTES OF THE BOARD OF PARK COMMISSIONERS
August 20, 2020

The Board of Park Commissioners held their regular meeting on August 20, 2020 in the Tom Baker meeting room of the City/County Building. President Jeske called the meeting to order at 5:15 pm. Commissioners Gilbertson, Jordan, Munson, and Zimmerman were present.

Commissioner Zimmerman moved to approve the agenda as presented. Commissioner Jordan seconded the motion and the voting went as follows: Ayes: Commissioners Gilbertson, Jordan, Zimmerman, Munson, and President Jeske. The nays being none, the motion carried.

Rachael Howard, Local Foods Coordinator, appeared before the Board as the Featured Partner and Program.

M. Angel Moniz and Ali Quarne appeared before the Board to ask the Commissioners to reconsider the educational component proposed for Custer Park, specifically the piece relating to General George Armstrong Custer. Natalia Moniz also addressed the Board on the same topic. The Board took no action on this item.

Operations Director David Mayer reviewed the bids received for the Pioneer Park Parking Lot Expansion Project. As the bids were higher than anticipated, Commissioner Munson moved to reject the bids and re-bid the project in 2021. Commissioner Jordan seconded the motion and the voting went as follows: Ayes: Commissioners Gilbertson, Jordan, Zimmerman, Munson, and President Jeske. The nays being none, the motion carried.

Operations Director David Mayer also reviewed the bids for the General Sibley Park Trail Phase III Project. Commissioner Gilbertson moved to accept the low bid and alternates 1 and 2 provided by All Seasons Landscaping for a total of \$44,838.83. Commissioner Munson seconded the motion and the voting went as follows: Ayes: Commissioners Gilbertson, Jordan, Zimmerman, Munson, and President Jeske. The nays being none, the motion carried.

Finance Director Kathy Feist reviewed the final updates to the 2019 Audit and Financial Statements, and the Park District received a clean opinion. The only change from the draft report was finalizing information received about the pension program from the city of Bismarck audit. Commissioner Zimmerman moved to accept the audit report as presented. Commissioner Munson seconded the motion and the voting went as follows: Ayes: Commissioners Gilbertson, Jordan, Zimmerman, Munson, and President Jeske. The nays being none, the motion carried.

Executive Director Bina provided an update on COVID-19 and how it is impacting the Park District.

President Jeske reviewed the following items on the consent agenda:

- Review and approval of July 16 and July 22, 2020 Board Meeting minutes.
- Request to Apply for a Recreation Matching Grant from Garrison Conservancy District for improvements in North Central Park.

Commissioner Gilbertson moved to approve the consent agenda as presented. Commissioner Munson seconded the motion and the voting went as follows: Ayes: Commissioners Gilbertson, Jordan, Zimmerman, Munson, and President Jeske. The nays being none, the motion carried.


Commissioner Munson moved to approve the bills for payment with checks 406937 to 406969 and 202315 to 202885 along with bank drafts DFT000765 to DFT000791, EFTs 905 to 959 and direct deposits 29258 to 30491. Commissioner Gilbertson seconded the motion and the voting went as follows: Ayes: Commissioners Gilbertson, Jordan, Zimmerman, Munson, and President Jeske. The nays being none, the motion carried.

The next regular Board meeting is scheduled for September 17, 2020 at 5:15 pm in the Tom Baker Meeting Room. This meeting will include the public hearing on the proposed 2021 budget. The meeting was adjourned at 6:07 pm.

Let's Play!

DATE: September 7, 2020

TO: Commissioners Gilbertson, Jordan, Munson, Zimmerman, and President Jeske
Randy Bina, Executive Director

FROM: Kevin Klipfel, Facilities and Programs Director 

RE: Programmatic Grant Addendum to the FITLOT Partnership Agreement

Bismarck Parks and Recreation is excited about the opportunities the FITLOT will provide for our community. As part of the FITLOT development agreement, we are able to secure a grant to assist with programming of fitness classes as well as social media funding support.

BPRD will receive fitness class funding in the amount of \$3,510 per year for up to 3 years and a one-time social media support grant in the amount of \$500. The fitness class grant will provide assistance for class instructors and program equipment to host a minimum of 72 classes in 2021. The social media grant will provide funding to promote and advertise these classes through social media. Staff has been working to develop the program and is excited about the opportunities this will provide our community.

Attached you will find the program grant addendum that lays out the terms and support. This has been reviewed by staff, and we respectfully request your approval of the addendum. Thank you for your consideration. We are excited about the possibilities for programming and use of the FITLOT.

A nationally accredited park and recreation agency.

Attachment A

PROGRAMMATIC GRANT

ADDENDUM

TO THE

[FITLOT PARTNERSHIP AGREEMENT]

This is an addendum specifying the terms of a programmatic grant (the "Programmatic Grant Addendum"), dated as of September 17, 2020, by and between [Park District of the City of Bismarck, North Dakota] ("Community Partner") and FitLot, Inc. ("FitLot").

I. BACKGROUND

A. Community Partner and FitLot are parties to a [FitLot Partnership Agreement] (the "Agreement") fully executed on February 20, 2020 where, sponsored by AARP, FitLot and Community Partner agreed to collaborate on building and programming an AARP Sponsored Outdoor Fitness Park located at [Jaycee Centennial Park] in [Bismarck], [North Dakota].

B. Sponsored by AARP, FitLot is pleased to grant Community Partner, as facilitated by [Bismarck Parks and Recreation District], programmatic funding (the "Grant") to be used for activating the AARP Sponsored Outdoor Fitness Park with local fitness professionals who will host regular, no-cost community classes at the AARP Sponsored Outdoor Fitness Park. The programming of the AARP Sponsored Outdoor Fitness Park is funded by AARP and FitLot is the coordinating party, passing the programmatic funds through to the Community Partner to fulfill the obligations of this Programmatic Grant Addendum. On the basis set out in this Programmatic Grant Addendum and in the programmatic grant plan (the "Grant Plan") provided below in Section III Grant Plan, FitLot shall provide resources and guidance to Community Partner for the AARP Sponsored Outdoor Fitness Park programming in a professional manner.

C. **COVID-19.** Community Partner shall be required to provide all AARP Sponsored Outdoor Fitness Park Programming in strict compliance with applicable law, regulation, and industry guidance, including but not limited to COVID-19 regulations promulgated by state and local governments and applicable COVID-19 guidance released by the Centers for Disease Control and Prevention.

II. GENERAL TERMS

Community Partner and FitLot agree as follows:

1. CORE TERMS

1.1 Grant

FitLot will make the Grant to Community Partner in the amount and in accordance with the schedule set out in the Grant Plan.

1.2 Use of Grant

Community Partner will use the Grant for the purpose set out in the Grant Plan.

1.3 Grant Period

The grant period ("Grant Period") is set out in the Grant Plan.

2. COMMUNICATION: REPORTS: RECORDS

2.1 Contact Persons

Community Partner and FitLot will each appoint one individual to act as principal contact person for communications under this Programmatic Grant Addendum. The initial appointees are identified in the Grant Plan. Community Partner and FitLot may change its contact person at any time, with notice to the other party.

2.2 Reporting

Community Partner will provide FitLot with reports as set out in the Grant Plan.

2.3 Recordkeeping

Community Partner will maintain the AARP Sponsored Outdoor Fitness Park programming records in a manner that will provide FitLot with sufficient detail to review Community Partner's expenditures and programming records relating to the Grant. Community Partner shall provide such records for review by FitLot upon occasional and reasonable notice during the Grant Period, and for one year after the Grant Period.

3. PUBLICITY; PROMOTION

3.1 Programming Acknowledgement; Trademark Licenses

Community Partner may announce and publicize the Grant in recognition of AARP's funding in accordance with the Promotion provision found in Section 1. B. Promotion of the Agreement.

4. GRANT AND PROGRAM ADMINISTRATION

4.1 Obligations of the Community Partner

The Community Partner shall be solely responsible for all programmatic functions -- including all programming, outreach, recruitment, scheduling, and ongoing maintenance -- as described in the Grant Plan. FitLot's involvement in the programmatic functions set forth in this addendum shall be limited to the funding, toolkits, on-line training, and registration system described in the Grant Plan.

No Responsibility. FitLot and AARP shall not be responsible or liable for third-party claims or third-party damages arising from any breach of this Agreement or use of the outdoor fitness park. This provision shall survive any termination or expiration of this contract.

4.2 Funds Management

Community Partner will manage the Grant funds in accordance with applicable law, the provisions of this Programmatic Grant Addendum, and Community Partner's policies. Community Partner may combine the Grant funds with Community Partner's other assets to aid in programming the AARP Sponsored Outdoor Fitness Park.

4.3 Changed Circumstances

Community Partner will notify FitLot if Community Partner determines in good faith that, because of factual or other changes in circumstances, it is no longer possible for the Grant to serve its original purpose. In that case, and in cases where a portion of the Grant remains unspent or unallocated upon completion of the applicable purpose, Community Partner shall promptly return any remaining Grant funds as described in the Grant Plan.

4.4 Funding Source

Community Partner recognizes that the Grant funds are provided by AARP in its sole discretion and disbursed by FitLot. Community Partner recognizes that it has no claim or right of action against AARP and/or FitLot, for breach of contract or otherwise, should AARP decide not to provide funds for the Grant.

4.5 AARP as a Third-Party Beneficiary

AARP is a third-party beneficiary to this Agreement and Addendum and the Agreement and is entitled to the rights and benefits thereunder and may enforce the provisions thereof as if it were a party thereto.

4.6 Copy of the Addendum for AARP

The parties agree that AARP will receive an executed copy of this Addendum. AARP's receipt of an executed copy of this Addendum is not a breach of any confidentiality obligations of the Parties.

III. GRANT PLAN

1. DESCRIPTION & PAYMENT OF GRANT

Grant amount	<table border="1"> <tr> <th colspan="2">USD \$4,010 (Total)</th></tr> <tr> <th>Use of Grant #1 – Fitness Classes</th><th>Use of Grant #2 - Social Media</th></tr> <tr> <td>Annual Fitness Class Funding: \$3,510.00</td><td>One-Time Social Media Support Funding: \$500.00</td></tr> </table> <p>*Any Unspent Grant funds from a Grant year will be deducted from the subsequent Grant year's funding. Unspent Grant funds remaining at the end of Grant year three will be donated to a local YMCA or to a 501(c)(3) organization with a health-related mission, subject to prior written approval by AARP.</p>	USD \$4,010 (Total)		Use of Grant #1 – Fitness Classes	Use of Grant #2 - Social Media	Annual Fitness Class Funding: \$3,510.00	One-Time Social Media Support Funding: \$500.00
USD \$4,010 (Total)							
Use of Grant #1 – Fitness Classes	Use of Grant #2 - Social Media						
Annual Fitness Class Funding: \$3,510.00	One-Time Social Media Support Funding: \$500.00						
Grant general purpose	Community Partner will use this Grant for the programming and activation of the AARP Sponsored Outdoor Fitness Park. These funds will be used for social media outreach and to engage community members in physical activity by providing certified fitness professionals to lead no-cost public fitness classes at the AARP Sponsored Outdoor Fitness Park in [Jaycee Centennial Park], located at [321 E. Century Avenue].						
Grant Period and distribution	<table border="1"> <tr> <th>Use of Grant #1 – Fitness Classes</th><th>Use of Grant #2 – Social Media</th></tr> <tr> <td> Annual Fitness Class Funding: Anticipated Distribution Date: September 15, 2020 Start Date: Funds to be used on outdoor fitness classes, that shall not begin any sooner than one (1) week after the social media campaign begins Funds must be used: In accordance to the terms of this Addendum within eighteen (18) months from the date funding is received by the Community Partner. </td><td> One-Time Social Media Support Funding: Anticipated Distribution Date: September 15, 2020 Start Date: Funds to be used on social media campaign that shall start no sooner than one (1) week after the actual completion date of the AARP Sponsored Outdoor Fitness Park. Funds must be used: In accordance to the terms of this Addendum within eighteen (18) months from the date funding is received by the Community Partner. </td></tr> </table>	Use of Grant #1 – Fitness Classes	Use of Grant #2 – Social Media	Annual Fitness Class Funding: Anticipated Distribution Date: September 15, 2020 Start Date: Funds to be used on outdoor fitness classes, that shall not begin any sooner than one (1) week after the social media campaign begins Funds must be used: In accordance to the terms of this Addendum within eighteen (18) months from the date funding is received by the Community Partner.	One-Time Social Media Support Funding: Anticipated Distribution Date: September 15, 2020 Start Date: Funds to be used on social media campaign that shall start no sooner than one (1) week after the actual completion date of the AARP Sponsored Outdoor Fitness Park. Funds must be used: In accordance to the terms of this Addendum within eighteen (18) months from the date funding is received by the Community Partner.		
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Payment schedule	FitLot will distribute the Grant in a single lump-sum by September 15, 2020 (anticipated).						
Payment mailing address	Bismarck Parks and Recreation District C/O: Linsay Berg 400 E. Front Avenue Bismarck, ND 58504 58504						
Additional instructions (if applicable)							

2. USE OF GRANT

Grant Use #1 Fitness Class Funding	Duration	Total
	1 year	\$3,510.00

A. Description of Grant Use #1 Funds - Fitness Class Funding

i. The Fitness Class Funding is to be used by the Community Partner to provide at least fifty-four (54) fitness classes, as further defined below, to community residents ("Fitness Classes").

ii. *Start of Fitness Classes:*

a. Community Partner shall not begin Fitness Classes until one (1) week after the Social Media Campaign begins for the [City] AARP Sponsored Outdoor Fitness Park.

iii. *Distribution of funds:*

a. FitLot shall distribute Fitness Class Funds to Community Partner by September 15, 2020 (anticipated).

iv. *Funds must be used by:*

a. Community Partner shall provide the fifty-four (54) Fitness Classes in accordance with the terms of this Addendum within eighteen (18) months of the date funds are received by the Community Partner.

v. Unspent Funds

a. In the event circumstances outside of the reasonable control of Community Partner, such as weather, prohibits the delivery of the fifty-four (54) Fitness Classes during an eighteen (18) month period following the date Fitness Class Funding is received by the Community Partner ("Funding Period"), any unspent Grant funds will be deducted from the subsequent Funding Period's Grant amount. For unspent Grant funds remaining at the conclusion of the final Funding Period, FitLot will work with AARP and the Community Partner to make a donation to a local YMCA or to a local 501(c)(3) organization with a health-related mission, subject to prior written approval by AARP, in the amount unspent by the Community Partner on the Fitness Class within fifteen (15) days following the Funding Period.

B. Fitness Classes

i. Requirements

a. A Fitness Class shall consist of no less than eight (8) adults who have registered (each a "Registrant") for the AARP Sponsored Outdoor Fitness Park class on FitLot™ exercise equipment.

b. Fitness Classes must be led by a professionally certified group fitness instructor or personal trainer ("Trainer") who has completed an online training on how to facilitate group classes at the FitLot.

c. Each Fitness Class must be for the duration of forty-five (45) minutes to one (1) hour.

d. If less than eight (8) Registrants are in attendance for a Fitness Class:

1. The Trainer shall be paid the standard trainer rate agreed upon between FitLot and Community Partner; and

2. The unspent \$25 of administrative support cost will be allocated as described in provision III.2.A.v.a Unspent Funds.

3. Community Partner shall provide at least fifty-four (54) Fitness Classes.

ii. Compensation

a. Community Partner shall receive a total of \$65 of support per class to be used accordingly:

1. Twenty-five dollar (\$25) to be allocated towards administrative support

2. A maximum of forty dollars (\$40) per class for trainer compensation

b. Trainer Compensation

1. Community Partner shall confirm local trainer hourly rate prior to program start date with FitLot.

2. Any remaining trainer compensation funds should be spent on offering additional classes or will be allocated as described in provision III.2.A.v.a Unspent Funds.

iii. Fitness Class Registration

a. FitLot will provide a registration website to Community Partner that is compliant with AARP data standards and that will execute FitLot's reporting requirements, as agreed upon between AARP and FitLot ("EventBrite Registration Website").

b. Community Partner shall ensure that each Registrant registers for a Fitness Class on and only utilizing FitLot's Eventbrite Registration Website, including the Registrant's:

1. first name,
2. last name,
3. home address,
4. email address,
5. date of class, and
6. location of class

c. Community Partner shall ensure that each Registrant accepts an AARP General Liability Waiver prior to participation in a Fitness Class (see below).

Waiver of Liability and Assumption of Risk.

"By checking the box, I agree that:

1. I am 18 years of age or older, physically capable of participating in each FitLot Method Class that I sign up for and/or participate in. I release, discharge and hold harmless AARP, its affiliates, grantees and subgrantees (this includes FitLot, Inc and the municipality that owns the AARP sponsored fitness park) and their respective, employees, directors, officers, vendors and agents ("Releasees") from any and all liability, claims, and demands of every kind with respect to, including without limitation, any bodily injury, illness, death, property damage or any other harm, that may arise from my participation in each FitLot Method Class. I agree that FitLot, Inc. may confirm with AARP, its affiliates, grantees and subgrantees in writing that I have agreed to these terms and conditions, including the provision of a copy of this Waiver of Liability signed by me with a checkbox.

2. I understand that the reaction of the heart, lung and blood vessel system to exercise cannot always be predicted with accuracy. I know and understand there is a risk of certain abnormal changes, which may occur during or following exercise, including, but not limited to, abnormalities of blood pressure, heart attacks, musculoskeletal strains, pain and/or injury, if adequate warm-up, gradual progression and safety procedures are not followed. I understand that the Releasees shall not be liable for any damages arising from personal injuries sustained by me while participating in and during participation of a FitLot Method Class or while using the Fitlot™ equipment. In consideration of my acceptance and my participation in FitLot Method workouts, I hereby release and agree not to sue the Releasees' nor their staff, for any and all present and future claims resulting from ordinary negligence and inherent risk during FitLot Method Classes.

3. I have had a recent physical check-up and have a medical physician's permission to engage in aerobic and/or anaerobic activities. I hereby acknowledge and agree to assume responsibility for all the risks, whether identified herein or not, even those risks arising out of negligence of the releasee. In consideration of my acceptance and my participation in FitLot Method workouts

4. My participation in each FitLot Method Class is purely voluntary. I assume full responsibility for any bodily injury to myself. "

d. Community Partner accepts that the Fitness Class registration process shall include the Registrant reviewing a conspicuously placed Opt-In Notice (see below) along with an opt-in box that Registrants can check or uncheck to either accept or reject the Opt-In Notice terms and conditions.

1. Opt-In Notice. "Yes, please share my information with AARP so it can keep me informed about AARP programs, events and offerings. I understand AARP will send me an initial email to confirm my interest in further AARP email communications and my email preferences can be changed at any time. AARP Privacy Policy [or aarp.org/privacy for printed materials]."

C. FitLot Duties and Obligations

i. FitLot shall distribute Fitness Class Funds to Community Partner by September 15, 2020 (*anticipated*).

ii. FitLot shall provide general administration and data collection, through:

a. Providing the Eventbrite Registration Website to Community Partner

b. Providing Community Partner with reasonable assistance with Fitness Class Registration and any applicable donations to the local YMCA of unused Fitness Class funds.

- c. Reporting specified data on Fitness Class Registrants who accepted the Opt-In Notice terms and conditions with a checked opt-in box and those Fitness Class Registrants who actually participated in a Fitness Class and who accepted the Op-In Notice terms and conditions with a checked opt-in box to AARP as agreed upon between FitLot and AARP.

<p style="text-align: center;">Use of Grant #2</p> <p style="text-align: center;">One-Time Social Media Support Funding</p>		
	<u>Duration</u>	<u>Total</u>
	One-time*	\$500.00

**Unless AARP provides additional funds*

A. **Description of Grant Use #2 Funds – Social Media Support**

- i. Social Media Support Funding shall be used by Community Partner solely to promote the [Bismarck Parks and Recreation District] AARP Sponsored Outdoor Fitness Park and Fitness Classes (defined herein) to local community residents in a ten (10) week social media campaign ("Social Media Campaign", further defined below).
- ii. *Start of the Social Media Campaign:*
 - a. Community Partner shall start the Social Media Campaign no sooner than one (1) week after the actual completion date of the AARP Fitness Park.
- iii. *Distribution of funds:*
 - a. FitLot shall distribute the Social Media Support Funding to Community Partner by September 15, 2020 (anticipated), which should be used exclusively on Facebook advertising.
- iv. *Funds must be used by:*
 - a. Social Media Support Funding must be used by the Community Partner for the above stated Grant use in accordance with the terms of this Addendum within eighteen (18) months of the date funds are received by the Community Partner.

B. **Social Media Campaign and Social Media Support Toolkit**

- i. Community Partner shall utilize Facebook for social media promotion.
- ii. To execute the Social Media Campaign, FitLot shall provide Community Partner with a Social Media Support Toolkit that has AARP-approved templates for drafting social media posts ("Toolkit").
- iii. The Toolkit shall include:
 - a. Twenty (20) templated social media Facebook posts organized as a ten (10) week social media campaign.
 - b. Three (3) 45-60 second videos for Municipality use. The videos will consist of:
 1. One (1) FitLot Neighborhood Coach recruitment video
 2. One (1) general announcement video of AARP Sponsored Outdoor Fitness Park opening, which will link to an AARP hosted webpage or a Cvent link
 3. One (1) "classes starting in your area" program outreach video.
- iv. Community Partner shall utilize the Toolkit to post on Facebook at least twice a week during the ten (10) week Social Media Campaign.

- v. Community Partner shall not use the Toolkit in any way that violates any third-party rights

C. **Reporting & Data Collection Requirements - Facebook Advertisement Report**

- i. Community Partner shall produce a Facebook Advertisement Report within fifteen (15) days of completion of Community Partners' ten (10) week Social Media Campaign.
- ii. The Facebook Advertisement Report shall include the number (each) of:
 - a. engagements (a like, reaction, comment, share, click, or video view, as applicable)
 - b. reshares
 - c. views per post
 - d. 'click-through' actions to the registration link
 - e. conversions (completing the act of signing up for the class).

iii. Directions for creating the Facebook Advertisement Report can be found in the Other Terms Section below.

iv. If the Community Partner fails to submit its Facebook Advertisement Report within the aforementioned specified number of days:

- a. FitLot will follow up with Community Partner with at least two (2) emails and one (1) phone call before making AARP aware of such instance of failed reporting to AARP.
- b. FitLot will make AARP aware of this and the Community Partner will be deemed ineligible to receive Social Media Support Funding in the following year, if continued social media support funding is made available by AARP beyond year 1 of the program grant

D. **FitLot Duties and Obligations:**

i. FitLot shall distribute the one-time pass through Social Media Support Funding to Municipality by September 15, 2020 (*anticipated*).

ii. FitLot shall provide general Social Media Campaign Management to Community Partner, including:

- a. Ensuring all social media posts templates are approved by AARP in writing prior to release of the Social Media Campaign to Community Partner
- b. Providing the Social Media Support Toolkit
- c. Providing reasonable assistance with producing the Facebook Advertisement Report if needed

iii. Should Community Partner not utilize Facebook for social media promotion, FitLot shall make AARP aware of this and work with AARP and the Community Partner to donate these social media support funds as described in provision III.2.A.v.a Unspent Funds.

3. OTHER TERMS

Requirements for certified fitness professionals to be hired as FitLot Neighborhood Coaches	<ol style="list-style-type: none"> 1. Community Partner shall only hire certified fitness instructors to lead classes at the AARP Sponsored Outdoor Fitness Park site who have accreditation through the following fitness certifying bodies listed in the next provision: 2. AASEP (Asian Academy for Sports and Fitness Professionals), ACE (American Council on Exercise), ACSM (American Council on Sports Medicine), ACTION (Action Personal Trainer Certification), AFAA (Aerobics and Fitness Association of America), AFPA (American Fitness Professionals and Associates), BCRPA (British Columbia Recreation and Parks Association), canfitpro (Canadian Fitness Professionals Inc), CHEK (Corrective Holistic Exercise Kinesiology Institute), CI (Copper Institute), FAI (Functional Aging Institute), IFPA (International Fitness Professionals Association), ISSA (International Sports Sciences Association), NAFC (National Association for Fitness Certification), NAFTA (National Aerobics & Fitness Trainers Association), NASM (National Academy of Sports Medicine), NBHWC (National Board for Health & Wellness Coaching), NCCPT (National Council for Certified Personal Trainers), NCEP (National College of Exercise Professionals), NCSF (National Council on Strength and Fitness), NESTA (National Exercise & Sports Trainers Association, Inc), NETA (National Exercise Trainers Association), NPI (National Posture Institute), NFPT (National Federation of Professional Trainers), NSCA (National Strength and Conditioning Association), NSPA (National Strength Professionals Association), PTAG (Personal Training Academy Global) 3. Community Partner shall obtain and save in its records, a verification of fitness certification for each individual hired as FitLot Neighborhood Coach.
Facebook Advertisement Report	[See forthcoming FitLot Facebook Outreach Campaign Guide that will be emailed]
Use of Class Registration System	[See forthcoming FitLot Registration System Guide that will be emailed]
Ongoing Maintenance of AARP Sponsored Outdoor Fitness Park	<p><u>Signage.</u> The Community Partner shall allow the names and logos of FitLot and AARP to be displayed on permanent Project signage, which shall be substantially in the form provided to the Community Partner and mounted in a mutually agreed location on poles.</p> <p><u>Logo placement on shade canopy and surfacing.</u> In coordination with Section 2.A. (Sponsorship Benefits) in the Agreement, Community Partner agrees to maintain the AARP branded surfacing and canopy for at least the duration of the manufacturer's warranty of 10 years. After 10 years, the Community Partner has the option of replacing the canopy and/or surfacing with an unbranded canopy and/or surfacing of the original color. If Community Partner chooses not to replace the AARP branded canopy and flooring after their respective warranties expire, the Community Partner shall</p>

	remain obligated to maintain those materials in good repair.
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4. FITLOT CONTACT INFORMATION

FitLot address	4035 Washington Avenue New Orleans, LA 70125
FitLot programming contact	Name: Kathryn Conyers Title: Program Director Email: kathryn@fitlot.org Telephone: 414.841.6289

5. COMMUNITY PARTNER CONTACT INFORMATION

Community Partner address	400 E. Front Avenue Bismarck, ND 58504
Community Partner programming contact	Name: Linsay Berg Title: Fitness/Wellness Specialist Email: lberg@bisparks.org Telephone: 701-751-4266

SIGNATURES ON FOLLOWING PAGE

This Programmatic Grant Addendum is acknowledged by the Community Partner as of the date stated in its first paragraph of this Programmatic Grant Addendum:

Community Partner

By: _____ Date: _____

Name: Julie Jeske

Title: Park Board President

Address: 400 E. Front Avenue, Bismarck, ND 58504

Tel.: 701-222-6455

Email: bisparks@bisparks.org

FitLot

By: _____ Date: _____

Name:

Title:

Address:

Tel.:

Email:

ACKNOWLEDGED BY:

[Community Partner's Recreation Department DIRECTOR]

By: _____ Date: _____

Name: Randy Bina

Title: Executive Director

Address: 400 E. Front Avenue, Bismarck, ND 58504

Tel.: 701-222-6455

Email: Rbina@bisparks.org

[Community Partner's Recreation Department PROGRAMMING LEAD]

By: _____ Date: _____

Name: Lindsay Berg

Title: Fitness/Wellness Specialist

Address: 400 E. Front Avenue, Bismarck, ND 58504

Tel.: 701-751-4266

Email: lberg@bisparks.org