

Let's Play!

September 15, 2023

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

FROM: Kevin Klipfel, Executive Director (KK)

SUBJECT: September 21, 2023 Park Board Meeting Packet and Overview

Commissioners:

Enclosed you will find the packet of information and overview for the Park Board meeting on September 21, 2023 at 5:15 pm at the Tom Baker Meeting Room.

Item 1. Call Meeting to Order and Roll Call

Item 2. Pledge of Allegiance

Item 3. Approve Agenda

Item 4. Public Hearing, Consideration and Approval of 2024 Operating Budget
Enclosed in your packet you will find the proposed 2024 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 2024 budget.

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 2024 operating budget.

Item 5. North Dakota Recreation and Park Association Award Winners
The North Dakota Recreation & Park Association's (NDRPA) Partnership Award honors organizations that developed a successful partnership to create a program that benefits the community, region or state and increases awareness of the importance of parks, recreation, and leisure services in quality of life. Bismarck Public Schools and the City of Bismarck were recognized at the NDRPA Awards Banquet on September 13 for their partnership with Bismarck Parks and Recreation District for the Local Foods Program.

A nationally accredited park and recreation agency.

Our Vision

Be the leader and premier provider of public parks, programs, facilities and leisure services.

Our Mission

Work with the community to provide residents and visitors the highest quality park, program, facility and event experience.

Core Purpose

Provide affordable, accessible, and sustainable public park and recreation services.

Our Values

Accountability	Diversity
Collaboration	Integrity
Community	Professionalism

NDRPA's Outstanding Young Professional Award honors members with less than 10 years of experience who are age 35 or younger that have shown leadership and commitment to the field of parks and recreation. Facilities and Programs Director Mike Wald will share information about this year's recipient, Dylan Thiem.

Item 6.

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:

- Consideration of August 17, 2023 Board Meeting Minutes – The minutes are included for your consideration.
- Consideration of Professional Consultants Selection and Agreements – Please see the memo provided by Finance Director Kathy Feist and the accompanying agreements.
 - Meridian Drive to General Sibley Park Trail Project
 - Bismarck Municipal Ballpark Project
- Consideration of Following Agreements/Addendums – Please see the memos and agreements for consideration.
 - Bismarck Youth Baseball Field Use Agreement Extension
 - Bismarck Public Schools Ice Arena Use Agreement
 - Bismarck Hockey Boosters Ice Agreement Addendum
- Request Approval of the Following – Please refer to the attached memos regarding the following requests for consideration.
 - Submit a Transportation Alternatives grant application to the North Dakota Department of Transportation for Fiscal Year 2026
 - Call for 2024 Equipment, Vehicles and Golf Cart Bids

Item 7.

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 19, 2023 at 5:15 pm in the Tom Baker Meeting Room

Let's Play!

TO: Commissioners Jeske, Jordan, Odell, Zimmerman and President Gilbertson
FROM: Kevin Klipfel, Executive Director of Bismarck Parks and Recreation (KK)
Kathy Feist, Finance Director *KF*
DATE: September 14, 2023
RE: 2024 Budget

The enclosed 2024 budget as introduced at the July 20, 2023, board meeting has a total budget of \$26,208,100 for all funds. The total general fund budget is \$20,120,900. Total mills are estimated to be 32.59 mills for the 2024 budget – a reduction of 1.23 mills from the previous year.

The budget includes a 4.0% merit increase for all full-time employees. The seasonal pay plan is adjusted to remain competitive with the job market. The budget includes one new full-time maintenance employee for the Park District for 2024.

The Park District's 2024 budget was posted on the www.bisparks.org web site and Burleigh County staff prepared and mailed Notices of Estimated Property Tax and Budget Hearing Date letters around August 31 as required by NDCC. No comments have been received on the District's 2024 budget since it was introduced in July.

The public hearing on the budget is scheduled to occur during the September 21 Park Board meeting that begins at 5:15 p.m. Upon conclusion of the public hearing and consideration of any final adjustments, staff recommends approval of the second reading of the budget resolution and mill levy. After approval of the budget resolution and the mill levy, staff recommends adoption of the 2024 budget.

A nationally accredited park and recreation agency.

Our Vision

Be the leader and premier provider of public parks, programs, facilities and leisure services.

Our Mission

Work with the community to provide residents and visitors the highest quality park, program, facility and event experience.

Core Purpose

Provide affordable, accessible, and sustainable public park and recreation services.

Our Values

Accountability	Diversity
Collaboration	Integrity
Community	Professionalism



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

2024 Annual Budget

**As Introduced
July 20, 2023**

**BISMARCK PARKS AND RECREATION DISTRICT
2024 ANNUAL BUDGET**

TABLE OF CONTENTS

1.	Mill Levy Proposal	
	Mill Levy Comparison 2019-2023.....	1
2.	2024 Budget	
	Revenue Budget.....	2-4
	Expense Budget	5-6
	Revenue Budget – By Fund and Revenue Source	7-8
	Expense Budget – By Fund and Expense Function.....	9-10
	Charts	11-12
4.	Summary of Changes to Fees and Charges	13-23
5.	Summary of Changes to Seasonal Pay Plan	24-27
6.	Budget Resolution.....	28

CITY OF BISMARCK, NORTH DAKOTA

**MILL LEVY COMPARISON
2019 - 2023**

	2019	2020	2021	2022	Estimated 2023
General	22.62	22.27	22.33	22.62	22.06
Special Assessments	6.60	6.50	5.94	5.72	5.10
General Obligation Bonds	-	-	0.53	0.48	0.43
Park and Recreation Facilities	5.00	4.92	5.00	5.00	5.00
TOTAL	34.22	33.69	33.80	33.82	32.59

Budget as Introduced
July 20, 2023

BISMARCK PARKS AND RECREATION DISTRICT

REVENUE BUDGET DEVELOPMENT 2024

	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Proposed
GENERAL FUND					
TAXES					
CURRENT TAXES	8,464,593	8,550,124	8,787,835	9,860,000	10,285,850
PRIOR TAXES	115,701	98,666	70,994	55,000	60,000
MOBILE HOME TAXES	73,503	69,903	66,891	55,000	60,000
TELECOMMUNICATION TAX	51,747	51,747	51,747	52,000	52,000
	<u>8,705,544</u>	<u>8,770,439</u>	<u>8,977,466</u>	<u>10,022,000</u>	<u>10,457,850</u>
STATE REPLACEMENTS					
STATE AID	1,254,503	1,376,796	1,575,173	1,120,000	1,150,000
GAME AND FISH	-	-	-	1,000	1,000
BURLEIGH COUNTY HOUSING	11,257	5,520	6,526	4,500	4,500
HOMESTEAD CREDIT-CURRENT	116,209	118,262	126,850	115,000	120,000
HOMESTEAD CREDIT-PRIOR	8,564	7,478	5,580	500	500
HOMESTEAD CREDIT-MOBILE HOME CURRENT	3,460	3,752	3,743	1,000	1,000
HOMESTEAD CREDIT-MOBILE HOME PRIOR	147	328	53	100	100
	<u>1,394,140</u>	<u>1,512,136</u>	<u>1,717,925</u>	<u>1,242,100</u>	<u>1,277,100</u>
MISCELLANEOUS REVENUE					
REFUNDS	24,095	49,534	41,691	-	-
MISCELLANEOUS	266	515	181	-	-
INSURANCE CLAIMS	52,332	41,100	112,201	12,500	12,500
EQUIPMENT SALES AND RENTALS	-	-	-	1,000	1,000
	<u>76,693</u>	<u>91,149</u>	<u>154,072</u>	<u>13,500</u>	<u>13,500</u>
ASSOCIATION & MANAGEMENT CONTRACTS	164,425	239,265	249,652	221,500	223,500
INTEREST	92,722	11,761	115,795	10,000	50,000
FEES AND CHARGES	97,091	138,720	141,917	97,000	102,000
TRANSFER IN-SPECIAL REVENUE	125,000	125,000	125,000	125,000	125,000
GRANTS	264,086	6,734	-	-	-
MUNICIPAL BALLPARK	67,679	60,800	61,326	58,400	59,000
GENERAL MAINTENANCE	70,295	78,383	88,587	69,500	69,500
	<u>881,298</u>	<u>660,662</u>	<u>782,276</u>	<u>581,400</u>	<u>629,000</u>
GOLF OPERATIONS					
RIVERWOOD	717,730	872,746	835,475	805,500	830,500
TOM O'LEARY	519,041	574,804	536,823	524,000	530,400
FORE SEASONS CENTER/PEBBLE CREEK	434,286	580,639	630,832	579,500	607,000
	<u>1,671,058</u>	<u>2,028,189</u>	<u>2,003,130</u>	<u>1,909,000</u>	<u>1,967,900</u>
POOL OPERATIONS					
ELKS	66,310	84,618	55,713	85,500	85,500
HILLSIDE	128,659	147,371	154,352	170,200	175,200
WACHTER	31,728	37,407	20,795	42,750	42,750
	<u>226,697</u>	<u>269,395</u>	<u>230,860</u>	<u>298,450</u>	<u>303,450</u>
ARENA OPERATIONS					
VFW SPORTS CENTER	335,715	381,951	390,799	385,500	415,500
CAPITAL ICE COMPLEX	186,387	219,265	238,150	232,500	237,500
	<u>522,103</u>	<u>601,216</u>	<u>628,948</u>	<u>618,000</u>	<u>653,000</u>

Budget as Introduced
July 20, 2023

BISMARCK PARKS AND RECREATION DISTRICT

REVENUE BUDGET DEVELOPMENT 2024

	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Proposed
MEMORIAL BUILDING	8,320	14,936	15,020	18,000	18,000
ADMINISTRATION	69,160	69,828	74,672	60,500	61,500
RECREATION ACTIVITIES					
ADMINISTRATION	311	1,197	871	-	-
ADULT BASKETBALL	83,580	97,845	110,925	116,500	106,500
ADULT SOFTBALL	15,200	13,675	15,445	28,500	20,500
ADULT TENNIS	-	-	-	1,300	1,300
ADULT VOLLEYBALL	242,280	316,930	295,606	346,000	346,000
FLAG FOOTBALL	3,935	7,562	6,277	7,000	7,000
BASEBALL - BABE RUTH 13-15	50,367	60,436	60,863	63,850	63,850
BASEBALL - BABE RUTH 16-19	22,021	27,988	35,399	25,200	25,200
BASEBALL - GOVERNORS	12,245	12,925	16,359	19,000	19,000
YOUTH BASEBALL/SOFTBALL	15,582	23,447	22,701	24,000	24,000
YOUTH BASKETBALL	43,494	53,672	57,538	51,300	48,300
YOUTH SOCCER	23,646	38,681	37,259	36,500	37,400
YOUTH VOLLEYBALL	28,573	45,434	38,320	38,600	38,600
YOUTH TENNIS	17,768	23,673	16,648	18,000	19,300
JUNIOR GOLF	39,004	45,973	50,830	60,000	60,000
TRACK	-	861	941	1,500	1,500
ACTIVITY CENTERS	373,296	247,873	274,113	290,000	300,000
BLAST	574,478	643,105	705,002	782,000	782,000
SAFETY VILLAGE	6,912	17,077	15,078	17,000	17,000
SPECIAL POPULATIONS	2,000	2,063	4,406	3,000	3,000
TEEN TOUR	1,000	-	-	5,000	-
MISCELLANEOUS YOUTH PROGRAMS	3,275	3,773	-	4,500	4,500
FOOD SERVICES	28,400	20,120	20,000	35,500	35,500
ARCHERY	6,753	3,091	1,660	7,000	7,000
KARATE	3,706	5,670	3,875	5,000	5,000
ARTS PROGRAMMING	-	4,010	3,510	-	-
FENCING	-	-	4,705	3,000	5,000
MISCELLANEOUS PROGRAMS	-	-	-	-	-
BIKE RENTALS	-	-	9,623	25,000	20,000
FLURRY FEST	1,000	584	500	1,500	1,500
JULY CELEBRATION	50	-	1,400	3,500	3,500
HALLOWEEN PARTY	100	516	537	2,500	2,500
MISCELLANEOUS SPECIAL PROGRAMS	30	2,950	-	4,000	4,000
	1,599,005	1,721,129	1,810,388	2,025,750	2,008,950
DAKOTA ZOO	4,090	6,570	7,593	5,000	5,000
MCDOWELL DAM	237,286	247,804	277,653	271,400	341,100
FORESTRY	10,000	9,382	9,280	51,500	51,500
MUNICIPAL LEASE	90,000	90,000	-	-	-
SIBLEY PARK	388,428	400,686	400,761	359,600	390,100
CAPITAL RACQUET & FITNESS CENTER	315,553	406,126	370,047	435,100	437,100
HIGH PRAIRIE ARTS & SCIENCE COMPLEX	45,108	40,746	40,443	55,200	55,200
JOANN HETZEL MEMORIAL 4-H BUILDING	-	82,215	91,788	95,100	95,100
BURLEIGH COUNTY PARKS	138,458	77,430	73,608	189,100	178,900
CONTINGENCIES	-	-	-	200,000	200,000
AQUATIC/WELLNESS CENTER	815,370	919,399	908,625	976,650	976,650

REVENUE BUDGET DEVELOPMENT 2024

	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Proposed
TOTAL GENERAL FUND	17,198,312	18,019,437	18,574,557	19,427,350	20,120,900
<u>SPECIAL REVENUE</u>					
SPECIAL ACTIVITIES - TOURNAMENT ACCT	28,114	44,978	16,083	95,500	95,500
SPECIAL ACTIVITIES - CONCESSIONS	18,316	71,385	65,552	58,750	60,700
SPECIAL ASSESSMENTS	2,696,468	2,733,736	2,541,374	2,691,000	2,526,000
EMERGENCY FUND	50,000	50,000	50,000	50,000	50,000
TOTAL SPECIAL REVENUE	2,792,899	2,900,098	2,673,009	2,895,250	2,732,200
<u>CAPITAL PROJECTS</u>					
CONSTRUCTION, ACQUISITION, RENOVATIOI	2,392,434	2,419,603	3,651,133	2,252,000	2,431,000
GOVERNMENT CONSTRUCTION	400,338	222,662	162,929	122,000	122,000
PARK IMPROVEMENT	8,834,630	4,934,081	5,045,082	492,400	499,000
MUNICIPAL LEASE	421,500	-	213,556	205,700	203,000
TOTAL CAPITAL PROJECTS	12,048,901	7,576,347	9,072,700	3,072,100	3,255,000
TOTAL BUDGET ALL FUNDS	32,040,113	28,495,882	30,320,266	25,394,700	26,108,100

Budget as Introduced
July 20, 2023

BISMARCK PARKS AND RECREATION DISTRICT

EXPENSE BUDGET DEVELOPMENT 2024

	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Proposed
GENERAL FUND					
SALARIES AND WAGES	-	-	-	20,000	20,500
TRANSFER TO PENSION FUND	381,662	391,223	424,793	422,400	449,500
INSURANCE	582,410	615,451	624,042	635,500	672,500
CAPITAL EQUIPMENT	215,484	61,168	236,533	691,500	429,900
CAPITAL IMPROVEMENTS	374,672	61,008	-	757,925	-
MISCELLANEOUS CHARGES	44,946	1,832,005	1,471,042	24,000	33,000
MUNICIPAL BALLPARK	127,517	119,462	101,860	153,150	154,300
OUTDOOR RINKS	36,853	33,214	43,592	51,000	51,000
GENERAL MAINTENANCE	2,966,887	3,121,772	3,325,256	3,646,850	3,891,100
	4,730,431	6,235,302	6,227,118	6,402,325	5,701,800
GOLF OPERATIONS					
ADMINISTRATION	696,979	719,253	781,548	812,850	843,550
RIVERWOOD	458,053	519,803	496,435	519,750	529,050
TOM O'LEARY	401,861	444,120	419,275	444,450	434,750
FORE SEASONS CENTER/PEBBLE CREEK	522,822	617,359	635,439	587,650	629,400
	2,079,715	2,300,535	2,332,698	2,364,700	2,436,750
ARENAS/POOLS OPERATIONS					
ADMINISTRATION	431,918	438,793	434,111	477,950	569,250
ELKS	127,088	128,610	111,672	128,300	144,800
HILLSIDE	198,211	198,755	193,839	200,250	229,450
WACHTER	93,223	99,803	76,545	111,500	112,500
VFW SPORTS CENTER	479,907	561,945	666,093	510,000	641,400
CAPITAL ICE COMPLEX	325,779	367,480	540,421	356,350	404,850
	1,656,125	1,795,387	2,022,681	1,784,350	2,102,250
MEMORIAL BUILDING	157,839	181,869	208,462	206,500	213,150
ADMINISTRATION	1,190,989	1,269,710	1,162,329	1,349,525	1,392,300
RECREATION ACTIVITIES					
ADMINISTRATION	752,951	752,353	791,954	848,200	894,000
ADULT BASKETBALL	71,836	85,852	84,470	89,600	79,600
ADULT SOFTBALL	8,984	7,304	10,953	18,350	13,850
ADULT TENNIS	-	-	-	600	600
ADULT VOLLEYBALL	226,093	287,748	294,107	278,000	278,000
FLAG FOOTBALL	2,935	2,802	2,704	3,850	3,850
BASEBALL - BABE RUTH 13-15	70,181	88,904	77,101	94,150	63,850
BASEBALL - BABE RUTH 16-19	27,156	45,209	50,883	39,750	25,200
BASEBALL - GOVERNORS	38,305	40,273	42,204	49,050	19,000
YOUTH BASEBALL/SOFTBALL	14,337	18,454	17,161	21,100	21,100
YOUTH BASKETBALL	50,353	58,261	61,483	61,000	61,000
YOUTH HOCKEY	27,500	27,500	27,500	27,500	27,500
YOUTH SOCCER	20,372	24,003	23,520	24,350	28,350
YOUTH VOLLEYBALL	27,529	36,709	30,163	37,350	37,350
YOUTH TENNIS	16,239	21,538	22,398	17,650	19,150
JUNIOR GOLF	36,364	39,943	46,733	43,800	43,800
FIGURE SKATING	15,000	15,000	15,000	15,000	15,000
TRACK	935	648	1,623	1,750	1,750
ACTIVITY CENTERS	469,931	282,580	284,910	293,700	293,700
BLAST	472,420	458,397	498,973	566,500	566,500
SAFETY VILLAGE	14,660	15,658	16,829	15,400	15,400

Budget as Introduced
July 20, 2023

BISMARCK PARKS AND RECREATION DISTRICT

EXPENSE BUDGET DEVELOPMENT 2024

	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Proposed
RECREATION ACTIVITIES, CONTINUED					
SPECIAL POPULATIONS	37,328	39,804	43,560	36,000	36,000
TEEN TOUR	508	-	-	5,250	-
MISCELLANEOUS YOUTH PROGRAMS	2,160	2,360	1,260	4,100	4,100
FOOD SERVICES	19,503	21,773	19,358	36,750	36,750
ARCHERY	4,470	4,648	1,255	6,200	6,200
CURLING	2,500	2,500	2,500	2,500	2,500
KARATE	1,998	2,756	2,813	3,450	3,450
OPEN GYM	21,640	24,760	24,372	27,350	27,350
ARTS PROGRAMMING	3,125	8,000	11,000	11,000	12,000
FENCING	-	2,635	2,828	2,350	3,250
BIKE RENTAL	-	-	24,460	25,000	26,000
FLURRY FEST	1,086	1,779	1,224	1,750	1,750
JULY CELEBRATION	1,376	367	818	2,250	2,250
HALLOWEEN PARTY	330	939	825	1,350	1,350
MISCELLANEOUS SPECIAL EVENTS	2,898	4,146	2,788	3,500	3,500
	2,463,004	2,425,602	2,539,730	2,715,450	2,675,000
DAKOTA ZOO	4,090	6,570	7,593	5,000	5,000
MCDOWELL DAM	237,286	247,804	276,051	271,400	341,100
FORESTRY	203,344	218,275	247,876	321,700	353,500
MUNICIPAL LEASE	1,431,957	1,377,216	1,026,751	1,023,700	1,809,250
SIBLEY PARK	384,456	458,930	373,351	504,100	473,900
CAPITAL RACQUET & FITNESS CENTER	530,093	562,110	589,947	561,450	585,750
HIGH PRAIRIE ARTS & SCIENCE COMPLEX	101,182	94,899	106,241	115,150	118,150
JOANN HETZEL MEMORIAL 4-H BUILDING	-	43,334	90,150	63,200	82,700
BURLEIGH COUNTY PARKS	138,458	77,430	73,608	189,100	178,900
CONTINGENCIES	-	-	-	200,000	200,000
AQUATIC/WELLNESS CENTER	1,200,504	1,296,010	1,465,805	1,349,700	1,451,400
TOTAL GENERAL FUND	16,509,472	18,590,984	18,750,392	19,427,350	20,120,900
<u>SPECIAL REVENUE</u>					
SPECIAL ACTIVITIES-TOURNAMENT ACCOUNT	12,964	33,932	10,117	95,500	95,500
SPECIAL ACTIVITIES - CONCESSIONS	21,474	55,518	58,723	58,750	60,700
SPECIAL ASSESSMENTS	2,919,047	2,982,957	2,980,829	3,091,000	2,626,000
EMERGENCY FUND	-	-	-	50,000	50,000
TOTAL SPECIAL REVENUE	2,953,485	3,072,406	3,049,668	3,295,250	2,832,200
<u>CAPITAL PROJECTS</u>					
CONSTRUCTION, ACQUISITION, RENOVATION	2,245,911	1,532,850	3,739,243	2,252,000	2,431,000
GOVERNMENT CONSTRUCTION	492,876	317,495	106,900	122,000	122,000
PARK IMPROVEMENT	7,412,198	5,823,048	4,733,361	492,400	499,000
MUNICIPAL LEASE	-	-	214,310	205,700	203,000
TOTAL CAPITAL PROJECTS	10,150,985	7,673,393	8,793,814	3,072,100	3,255,000
TOTAL BUDGET ALL FUNDS	29,613,942	29,336,783	30,593,874	25,794,700	26,208,100

BISMARCK PARKS AND RECREATION DISTRICT

REVENUE BUDGET BY FUND AND REVENUE SOURCE For the 2024 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	12,248,950	10,457,850	1,277,100	223,500	102,000	50,000	125,000	13,500
Municipal Ballpark	59,000	-	-	21,500	37,500	-	-	-
Outdoor Rinks	-	-	-	-	-	-	-	-
General Maintenance	69,500	-	-	-	8,000	-	48,500	13,000
Golf Courses	1,967,900	-	-	-	1,966,400	-	-	1,500
Swimming Pools	303,450	-	-	-	303,450	-	-	-
Arenas	653,000	-	-	-	653,000	-	-	-
Memorial Building	18,000	-	-	-	18,000	-	-	-
Administration	61,500	-	-	60,000	-	-	-	1,500
Adult Sport Activities	474,300	-	-	-	473,800	-	-	500
Youth Sport Activities	344,150	-	-	-	308,850	-	-	35,300
Other Youth Activities	1,142,000	-	-	-	1,133,500	-	7,500	1,000
Other Youth & Adult Activities	37,000	-	-	-	37,000	-	-	-
Special Events	11,500	-	-	-	8,500	-	-	3,000
Dakota Zoo	5,000	-	-	5,000	-	-	-	-
McDowell Dam	341,100	-	-	314,600	26,500	-	-	-
Forestry	51,500	-	-	-	-	-	50,000	1,500
Municipal Lease	-	-	-	-	-	-	-	-
Sibley Park	390,100	-	-	-	265,100	-	125,000	-
Capital Racquet & Fitness Center	437,100	-	-	-	435,100	-	-	2,000
HP Arts & Science	55,200	-	-	-	55,200	-	-	-
J. Hetzel Memorial 4-H Building	95,100	-	-	-	95,100	-	-	-
Burleigh County Parks	178,900	-	-	168,900	10,000	-	-	-
Contingencies	200,000	-	-	-	200,000	-	-	-
Aquatic/Wellness Center	976,650	-	-	484,700	485,250	-	-	6,700
Total General Fund	20,120,900	10,457,850	1,277,100	1,278,200	6,622,250	50,000	356,000	79,500

BISMARCK PARKS AND RECREATION DISTRICT

REVENUE BUDGET BY FUND AND REVENUE SOURCE For the 2024 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	60,700	-	-	-	60,700	-	-
Special Assessments	2,526,000	2,431,000	10,000	-	-	-	85,000
Emergency Fund	50,000	-	-	-	-	50,000	-
Total Special Revenue Funds	2,732,200	2,431,000	10,000	-	155,200	-	86,000
<u>Capital Projects Funds</u>							
Construction, Acquisition, Renovation	2,431,000	2,366,000	5,000	-	-	10,000	50,000
Government Construction	122,000	-	-	-	-	122,000	-
Park Improvements	499,000	-	-	15,000	334,000	100,000	50,000
Municipal Lease	203,000	203,000	-	-	-	-	-
Total Capital Projects Funds	3,255,000	2,569,000	5,000	15,000	334,000	10,000	100,000
Total Budget - All Funds	26,108,100	15,457,850	1,292,100	1,293,200	7,111,450	60,000	265,500

BISMARCK PARKS AND RECREATION DISTRICT
BISMARCK , NORTH DAKOTA

EXPENSE BUDGET BY FUND AND EXPENSE FUNCTION
For the 2024 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	1,605,400	20,500	-	449,500	-	-	672,500	429,900	-	33,000
Municipal Ballpark	154,300	-	57,500	2,500	29,800	56,500	-	8,000	-	-
Outdoor Rinks	51,000	-	51,000	-	-	-	-	-	-	-
General Maint. - Operations	3,891,100	1,476,300	413,000	198,800	689,500	476,000	597,500	40,000	-	-
Golf Administration	843,550	603,300	-	4,500	1,000	-	234,750	-	-	-
Riverwood Golf Course	529,050	-	245,000	12,800	182,250	41,500	-	25,000	-	22,500
Tom O'Leary Golf Course	434,750	-	176,500	6,000	153,750	59,500	-	25,000	-	14,000
Fore Seasons Center	629,400	-	166,000	36,000	159,400	225,000	-	25,000	-	18,000
Facility Administration	569,250	381,500	-	3,000	-	-	184,750	-	-	-
Elks Pool	144,800	-	95,500	-	29,550	18,250	-	1,000	-	500
Hillside Pool	229,450	-	136,000	3,200	52,250	36,500	-	1,000	-	500
Wachter Pool	112,500	-	61,000	-	25,500	24,550	-	1,000	-	450
VFW Sports Center	641,400	-	120,700	34,000	102,700	382,000	-	2,000	-	-
Capital Ice Complex	404,850	-	81,000	11,000	65,250	245,700	-	1,650	-	250
Memorial Building	213,150	46,400	60,000	500	25,300	36,900	43,050	1,000	-	-
Administration	1,392,300	717,000	35,000	153,900	244,500	32,300	203,100	2,000	-	4,500
Recreation Administration	894,000	599,700	6,000	56,000	3,500	5,000	218,800	-	-	5,000
Adult Sport Activities	372,050	-	326,300	9,100	20,150	-	-	3,500	-	13,000
Youth Sport Activities	366,900	-	203,600	50,400	84,450	-	-	2,250	-	26,200
Other Youth Activities	952,450	-	880,600	6,700	48,900	450	-	-	-	15,800
Other Youth & Adult Activities	80,750	-	35,700	29,500	13,550	-	-	-	-	2,000
Special Events	8,850	-	1,450	250	7,150	-	-	-	-	-
Dakota Zoo	5,000	-	-	-	-	-	5,000	-	-	-
McDowell Dam	341,100	58,700	70,500	39,200	44,900	17,500	29,700	3,000	77,500	100
Forestry	353,500	-	-	337,500	16,000	-	-	-	-	-
Municipal Lease	1,809,250	-	-	-	-	-	-	-	1,804,250	5,000
Sibley Park	473,900	92,700	61,000	71,000	59,100	67,500	41,600	4,000	55,000	22,000
Capital Racquet & Fitness Cente	585,750	182,500	135,500	12,000	77,950	85,200	77,600	10,000	-	5,000
HP Arts & Science	118,150	-	-	34,750	31,700	46,500	4,050	1,000	-	150
J. Hetzel Memorial 4-H Building	82,700	-	-	20,000	18,500	28,200	4,000	2,000	10,000	-
Burleigh County Parks	178,900	64,900	2,000	42,500	19,000	5,500	25,000	-	20,000	-
Contingencies	200,000	50,000	20,000	20,000	25,000	20,000	-	20,000	35,000	10,000
Aquatic/Wellness Center	1,451,400	314,000	460,000	28,000	170,650	301,000	158,250	9,500	-	10,000
<u>Total General Fund</u>	20,120,900	4,607,500	3,900,850	1,672,600	2,401,250	2,211,550	2,499,650	617,800	2,001,750	207,950

BISMARCK PARKS AND RECREATION DISTRICT
BISMARCK , NORTH DAKOTA

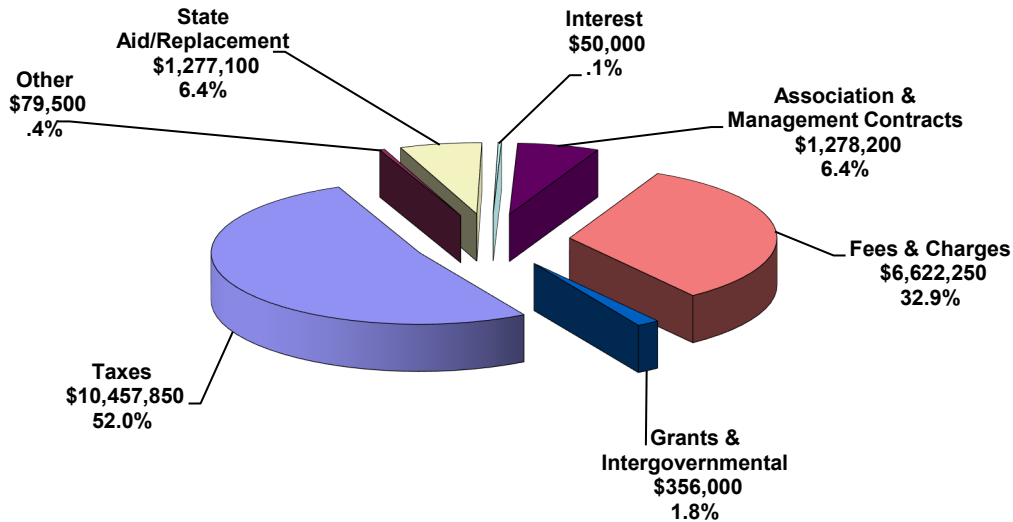
EXPENSE BUDGET BY FUND AND EXPENSE FUNCTION
For the 2024 Budget Year

	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	60,700	-	16,000	2,000	37,700	-	-	5,000	-	-
Special Assessments	2,626,000	-	-	17,100	-	-	-	-	2,483,900	125,000
Emergency Fund	50,000	-	-	-	50,000	-	-	-	-	-
Total Special Revenue Funds	2,832,200	-	16,000	29,600	129,700	-	-	7,500	2,483,900	165,500
<u>Capital Projects Funds</u>										
Construction, Acquisition, Renovation	2,431,000	-	-	-	-	-	-	-	2,281,000	150,000
Government Construction	122,000	-	-	10,000	-	-	-	7,000	40,000	65,000
Park Improvements	499,000	-	-	-	-	-	-	283,500	215,500	-
Municipal Lease	203,000	-	-	-	-	-	-	-	202,000	1,000
Total Capital Projects Funds	3,255,000	-	-	10,000	-	-	-	290,500	2,738,500	216,000
Total Budget - All Funds	26,208,100	4,607,500	3,916,850	1,712,200	2,530,950	2,211,550	2,499,650	915,800	7,224,150	589,450

BISMARCK PARKS AND RECREATION DISTRICT 2024 GENERAL FUND SUMMARY

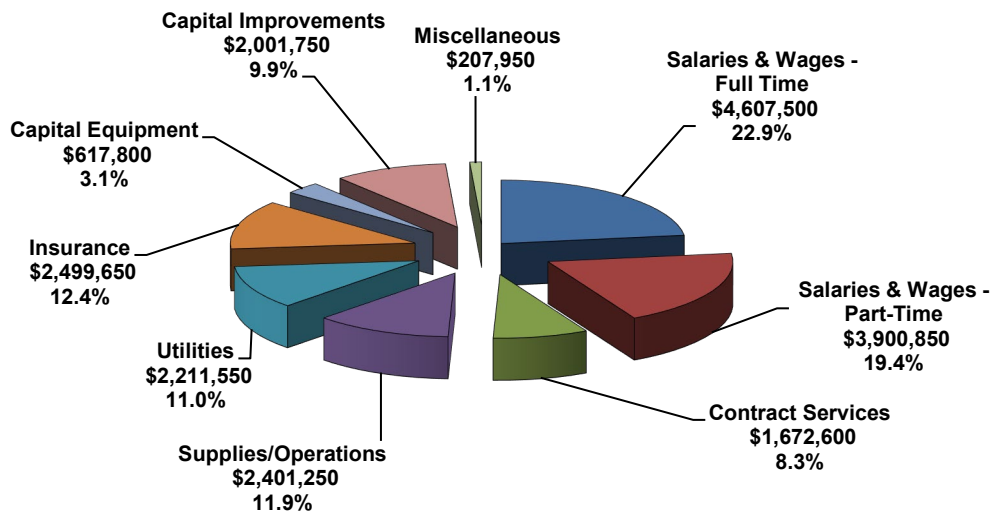
General Fund Revenue

\$20,120,900



General Fund Expenses

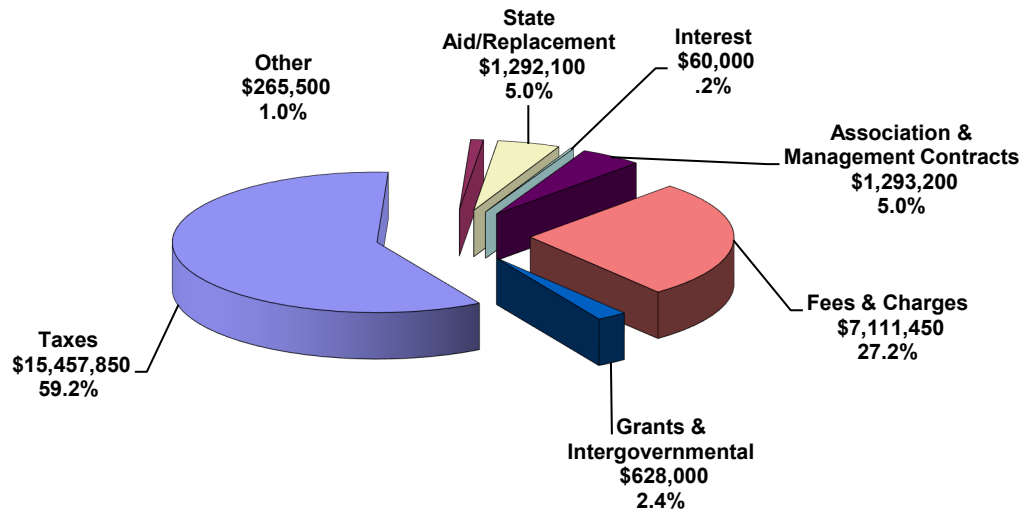
\$20,120,900



BISMARCK PARKS AND RECREATION DISTRICT 2024 ALL FUNDS

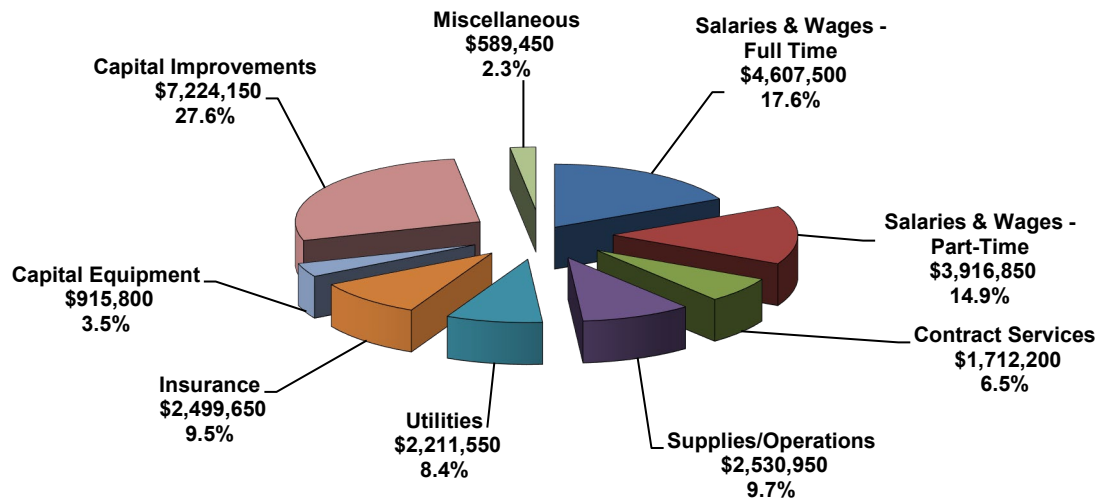
Revenue - All Funds

\$26,108,100



Expenses - All Funds

\$28,208,100



BISMARCK PARKS AND RECREATION DISTRICT

2024 FEES - Proposed

Golf Courses

Season Tickets

	<u>Riverwood</u>			<u>Tom O'Leary</u>			<u>Pebble Creek</u>		
	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
Household/Family	\$1,657.50	\$1,750.00	\$1,850.00	\$1,550.00	\$1,575.00	\$1,675.00	\$1,250.00	\$1,250.00	\$1,350.00
Adult (23 & over)	\$745.00	\$795.00	\$850.00	\$685.00	\$700.00	\$740.00	\$525.00	\$525.00	\$560.00
Intermediate (18-22)	\$315.00	\$360.00	\$380.00	\$290.00	\$300.00	\$320.00	\$200.00	\$200.00	\$220.00
Senior (65 & over)	\$595.00	\$640.00	\$660.00	\$575.00	\$600.00	\$620.00	\$415.00	\$415.00	\$435.00
Junior (17 & under)	\$210.00	\$210.00	\$210.00	\$200.00	\$200.00	\$200.00	\$125.00	\$125.00	\$125.00

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

	<u>2022</u>	<u>2023</u>	<u>2024</u>
Household/Family	\$2,500.00	\$2,600.00	\$2,650.00
Adult (23 & over)	\$1,240.00	\$1,300.00	\$1,350.00
Intermediate (18-22)	\$475.00	\$525.00	\$575.00
Senior (65 & over)	\$900.00	\$950.00	\$1,000.00
Junior (17 & under)	\$275.00	\$275.00	\$275.00

Joint Season Tickets

	<u>2022</u>	<u>2023</u>	<u>2024</u>
Household/Family	\$3,825.00	n/a	n/a
Adult (23 & over)	\$1,836.00	n/a	n/a
Intermediate (18-22)	\$675.00	n/a	n/a
Senior (65 & over)	\$1,395.00	n/a	n/a
Junior (17 & under)	\$495.00	n/a	n/a

Green Fee Package

	<u>2022</u>	<u>2023</u>	<u>2024</u>
Riverwood Only - 18 holes	\$350.00 (12 rds/pkg)	\$380.00 (12 rds/pkg)	\$380.00 (12 rds/pkg)
Riverwood Only - 18 holes - Senior	\$270.00 (12 rds/pkg)	\$280.00 (12 rds/pkg)	\$280.00 (12 rds/pkg)
Tom O'Leary Only - 18 holes	\$300.00 (12 rds/pkg)	\$300.00 (12 rds/pkg)	\$300.00 (12 rds/pkg)
Tom O'Leary Only-18 holes-Senior	\$240.00 (12 rds/pkg)	\$240.00 (12 rds/pkg)	\$240.00 (12 rds/pkg)
Riverwood Only - 9 holes	\$250.00 (12 rds/pkg)	\$280.00 (12 rds/pkg)	\$280.00 (12 rds/pkg)
Riverwood Only - 9 holes-Senior	\$200.00 (12 rds/pkg)	\$220.00 (12 rds/pkg)	\$220.00 (12 rds/pkg)
Tom O'Leary Only - 9 holes	\$210.00 (12 rds/pkg)	\$210.00 (12 rds/pkg)	\$210.00 (12 rds/pkg)
Tom O'Leary Only - 9 holes-Senior	\$180.00 (12 rds/pkg)	\$180.00 (12 rds/pkg)	\$180.00 (12 rds/pkg)
Pebble Creek Only - 9 holes	\$190.00 (12 rds/pkg)	\$190.00 (12 rds/pkg)	\$190.00 (12 rds/pkg)
Pebble Creek Only - 9 holes-Senior	\$170.00 (12 rds/pkg)	\$170.00 (12 rds/pkg)	\$170.00 (12 rds/pkg)
Pebble Creek Only - 18 holes	\$250.00 (12 rds/pkg)	\$250.00 (12 rds/pkg)	\$250.00 (12 rds/pkg)
Pebble Creek Only-18 holes-Senior	\$230.00 (12 rds/pkg)	\$230.00 (12 rds/pkg)	\$230.00 (12 rds/pkg)
Bismarck/Mandan Courses 9 or 18	\$350.00 (12 rds/pkg)	n/a	n/a (12 rds/pkg)

Green Fees

	<u>Riverwood</u>			<u>Tom O'Leary</u>			<u>Pebble Creek</u>		
	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
18 Hole	\$35.00	\$38.00	\$38.00	\$30.00	\$30.00	\$30.00	\$25.00	\$25.00	\$25.00
9 Hole	\$25.00	\$28.00	\$28.00	\$21.00	\$21.00	\$21.00	\$19.00	\$19.00	\$19.00
Seniors (65+)-18 Holes	\$27.00	\$28.00	\$28.00	\$24.00	\$24.00	\$24.00	\$23.00	\$23.00	\$23.00
Seniors (65+)-9 Holes	\$20.00	\$22.00	\$22.00	\$18.00	\$18.00	\$18.00	\$17.00	\$17.00	\$17.00
Juniors (17 & under)	\$15.00	\$15.00	\$15.00	\$14.00	\$14.00	\$14.00	\$10.00	\$10.00	\$10.00

Twilight Rate

	<u>Riverwood</u>			<u>Tom O'Leary</u>			<u>Pebble Creek</u>		
	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
Green Fee & Cart	\$30.00	\$30.00	\$30.00	\$28.00	\$28.00	\$28.00	\$25.00	\$25.00	\$25.00

Corporate Sponsorship - Riverwood

<u>2022</u>	<u>2023</u>	<u>2024</u>
\$6,250.00	\$6,500.00	\$6,500.00

**All prices include sales tax*

	<u>One Course</u>			<u>Two Courses</u>			<u>Three Courses</u>		
	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
Tee Box Signs	n/a	\$ 300.00	\$ 350.00	n/a	\$ 425.00	\$ 475.00	n/a	\$ 550.00	\$ 600.00

Golf Courses, continued

Golf Cart Rental	Riverwood			Tom O'Leary			Pebble Creek		
(per seat)	2022	2023	2024	2022	2023	2024	2022	2023	2024
18 Hole	\$20.00	\$24.00	\$24.00	\$20.00	\$24.00	\$24.00	\$20.00	\$24.00	\$24.00
9 Hole	\$10.00	\$12.00	\$12.00	\$10.00	\$12.00	\$12.00	\$10.00	\$12.00	\$12.00
Single	\$675.00	\$700.00	\$700.00	\$675.00	\$700.00	\$700.00	\$675.00	\$700.00	\$700.00
Three Courses	\$1,100.00	\$1,200.00	\$1,200.00	\$1,100.00	\$1,200.00	\$1,200.00	\$1,100.00	\$1,200.00	\$1,200.00

Private Cart Trail Fee

18 Hole	\$20.00	\$20.00	\$24.00	\$20.00	\$20.00	\$24.00	\$20.00	\$20.00	\$24.00
9 Hole	\$10.00	\$10.00	\$12.00	\$10.00	\$10.00	\$12.00	\$10.00	\$10.00	\$12.00

Golf Cart Packages

	2022		2023		2024
18 Hole	n/a	(12 seats/pkg)	\$240.00	(12 seats/pkg)	\$240.00 (12 seats/pkg)
9 Hole	n/a	(12 seats/pkg)	\$120.00	(12 seats/pkg)	\$120.00 (12 seats/pkg)

Driving Range - Fore Seasons and Riverwood

	2022	2023	2024
Buckets of Balls:			
Small	\$5.00	\$5.00	\$6.00
Large	\$10.00	\$10.00	\$12.00
Coupon Booklet-Large (12 per book)	\$100.00	\$100.00	\$120.00

FORE SEASONS CENTER

	2022	2023	2024
Batting Cage:	\$16.00 /30minutes	\$16.00 /30minutes	\$18.00 /30minutes
	\$30.00 /60minutes	\$30.00 /60minutes	\$34.00 /60minutes
Batting Cage Coupon Book (12 for 30 min.)	\$160.00 (12 coupons)	\$160.00 (12 coupons)	\$180.00 (12 coupons)
Batting Cage Coupon Book (12 for 60 min.)	\$300.00 (12 coupons)	\$300.00 (12 coupons)	\$340.00 (12 coupons)
Terrific Turf Time			
Individual	\$3.00	\$3.00	\$4.00
Family	\$9.00	\$9.00	\$12.00
Driving Range Party	\$125.00	\$125.00	\$175.00
Batting Cage Party	\$125.00	\$125.00	\$135.00
Private Party	\$275.00 /hour	\$275.00 /hour	\$325.00 /hour

*** The above fees include sales tax**

Putting League (1 day/week for 10 weeks):	\$ 20.00 /10 weeks	\$ 20.00 /10 weeks	\$ 30.00 /10 weeks
---	--------------------	--------------------	---------------------------

Rentals:

	2022		
	One Field	Two Fields	Three Fields
1-10 hours	\$ 70.00 /hour	\$ 150.00 /hour	\$ 200.00 /hour
11-24 hours	\$ 65.00 /hour	\$ 140.00 /hour	\$ 190.00 /hour
25-49 hours	\$ 60.00 /hour	\$ 130.00 /hour	\$ 170.00 /hour
50+ hours	\$ 55.00 /hour	\$ 120.00 /hour	\$ 160.00 /hour

	2023		
	One Field	Two Fields	Three Fields
1-10 hours	\$ 70.00 /hour	\$ 150.00 /hour	\$ 200.00 /hour
11-24 hours	\$ 65.00 /hour	\$ 140.00 /hour	\$ 190.00 /hour
25-49 hours	\$ 60.00 /hour	\$ 130.00 /hour	\$ 170.00 /hour
50+ hours	\$ 55.00 /hour	\$ 120.00 /hour	\$ 160.00 /hour

	2024		
	One Field	Two Fields	Three Fields
1-10 hours	\$ 80.00 /hour	\$ 160.00 /hour	\$ 210.00 /hour
11-24 hours	\$ 75.00 /hour	\$ 150.00 /hour	\$ 200.00 /hour
25-49 hours	\$ 70.00 /hour	\$ 140.00 /hour	\$ 180.00 /hour
50+ hours	\$ 65.00 /hour	\$ 130.00 /hour	\$ 170.00 /hour

TopTracer

Range Rental:	2022	2023	2024
(per bay - up to 4 players)	\$ 15.00 /30 minutes	\$ 15.00 /30 minutes	\$ 15.00 /30 minutes
	\$ 25.00 /60 minutes	\$ 30.00 /60 minutes	\$ 30.00 /60 minutes
Range League (10 weeks - per bay per week)	n/a	\$ 45.00 /week	\$ 45.00 /week
Corporate Sponsorships:	\$ 3,000.00 /year	\$ 3,000.00 /year	\$ 3,000.00 /year

Athletic Field/Court Maintenance

Athletic Field Maintenance	2022	2023	2024
Adult Softball Leagues	\$12.00/player	\$12.00/player	\$12.00/player
Youth & Adult Softball Tournament-1 day	\$8.00/team	\$8.00/team	\$8.00/team
Youth and Adult Softball Tournament-2 days	\$12.00/team	\$12.00/team	\$12.00/team
Amateur/High School/College/H.S. & College			
Fast pitch Softball Team	\$35/game preparation	\$35/game preparation	\$35/game preparation
Bismarck Adult Soccer	\$6.00/player	\$6.00/player	\$6.00/player
Bismarck Middle School Soccer	\$6.00/player	\$6.00/player	\$6.00/player
Bismarck Youth Soccer	\$6.00/player	\$6.00/player	\$6.00/player
Lacrosse/Soccer Tournament (1 day)	\$8.00/team	\$8.00/team	\$8.00/team
Lacrosse/Soccer Tournament (2 days)	\$12.00/team	\$12.00/team	\$12.00/team
Lacrosse/Soccer Tournament (3 days)	\$13.50/team	\$13.50/team	\$13.50/team
Diamond use under the Lights	\$30.00/time	\$30.00/time	\$30.00/time
High School Soccer	\$6.00/player	\$6.00/player	\$6.00/player
Horse Arena Tilling	\$20/till	\$20/till	\$20/till
Legion Baseball Team	\$30.00/time	\$30.00/time	\$30.00/time
Youth Girls' Fast pitch	\$6.00/player	\$6.00/player	\$6.00/player
Sand Volleyball Tournaments	\$20.00/court/day	\$20.00/court/day	\$20.00/court/day
Adult Volleyball Leagues	\$5.00/player	\$5.00/player	\$5.00/player
Adult Basketball Leagues	\$5.00/player	\$5.00/player	\$5.00/player
Bismarck Youth Baseball	\$7.00/player	\$7.00/player	\$7.00/player
Youth Baseball Tournament - 1 day	\$15.00/team	\$15.00/team	\$15.00/team
Youth Baseball Tournament - 2 day	\$18.00/team	\$18.00/team	\$18.00/team
Pickelball Tournament Entry Fee-1st Event	n/a	\$20/1st event	\$20/1st event
Pickelball Tournament Entry Fee-2nd Event	n/a	\$10/2nd event	\$10/2nd event
Tennis/Pickleball Court - Adult League	\$8.00/person	\$8.00/person	\$8.00/person
Tennis/Pickelball Court - Youth League	\$4.00/person	\$4.00/person	\$4.00/person
Tennis/Pickelball Court - Adult Tournament	\$4.00/person	\$4.00/person	\$4.00/person
Tennis/Pickelball Courts - Youth Tournament	\$2.00/person	\$2.00/person	\$2.00/person
Youth Lacrosse	\$6.00/player	\$6.00/player	\$6.00/player

VFW Sports Center & Capital Ice Complex

Rentals	2022	2023	2024
Private Ice Rental	\$85/hour-if more than 85-\$1/person	\$100/hour	\$100/hour
Off Ice Rental (Hockey Rink)	\$600.00/day	\$600.00/day	\$600.00/day
Off Ice Rental (Hockey & Curling Rinks)	\$800.00/day	\$800.00/day	\$800.00/day
Weekly Ice Rental (a)	\$4,500/week	\$6,500/week	\$6,500/week
week must be 5 consecutive days)			
Curling Rink	\$500.00/day	\$500.00/day	\$500.00/day
Public Ice Skating - Individual	\$2.00/person	\$2.00/person	\$2.00/person
Public Ice Skating - Family	\$5.00/family	\$5.00/family	\$5.00/family
Adult Hockey	\$100.00/session	\$110.00/session	\$110.00/session
Adult Hockey 1 hr	\$75.00/hr	\$85.00/hr	\$85.00/hr
Building rent for commercial non-ice event	\$1,200/day	\$1,200/day	\$1,200/day
Building rent for non-ice event	\$40/hour	\$50/hour	\$50/hour
Meeting Room Rental-VFW	\$20.00	\$30.00	\$30.00
Mezzanine - Capital Ice Complex:			
Kirkwood Bank Room A & B	\$20/hour	\$30/hour	\$40/hour
Kirkwood Bank Room C (projector/screen)	\$30/hour	\$40/hour	\$50/hour
Kirkwood Bank Room A & B & C	\$40/hour	\$50/hour	\$60/hour
Birthday Party 1 hr Ice/1 hr Meeting Room	\$100.00	\$125.00	\$125.00
Birthday Party 1.5 hr Ice/1 hr Meeting Room	\$125.00	\$175.00	\$175.00
Skate Rental	\$3.00/session	\$3.00/session	\$3.00/session
Skate Sharpening	\$5.00	\$5.00	\$5.00
Dryland Training Room-Individual Rental	\$30/hour	\$30/hour	\$30/hour
Shooting Room-Individual Rental	\$7.00/15 minutes	\$7.00/15 minutes	\$7.00/15 minutes
Shooting Room-Individual Rental	\$13.00/30 minutes	\$13.00/30 minutes	\$13.00/30 minutes

Recreation Programs

Programs	2022	2023	2024
Activity Centers	\$475.00/child	\$500.00/child	\$525.00/child
Activity Center Junior Leader	\$75/person	\$75/person	\$75/person
Archery - Youth/Adult	\$65.00/person	\$65.00/person	\$65.00/person
Archery - Indoor (8 weeks)	\$44.00	\$50.00	\$50.00
Archery - (6 weeks)	\$35.00	\$40.00	\$40.00
Art Classes	\$30.00/person	\$30.00/person	\$30.00/person
Babe Ruth Baseball 13-15 year old	\$160.00/person	\$170.00/person	\$170.00/person
Babe Ruth Baseball 13-15 year old	\$320.00/family max	\$330.00/family max	\$330.00/family max
Babe Ruth Baseball 13-15 year old - Sell 10 Raffle Tickets			
Extra Baseball	\$165/player	\$175/player	\$175/player
Non-Advancing Participant	\$90/player	\$100/player	\$100/player

Recreation Programs, continued

Programs	2022	2023	2024
Babe Ruth 16-19 Year Old+Sell 10 Raffle Tickets	\$440/player	\$450/player	\$450/player
Babe Ruth Fall Baseball	\$30/player	\$30/player	\$30/player
Governors + Sell 20 Raffle Tickets	\$440/player	\$450/player	\$450/player
Bowhunting 101 (8 weeks)	\$44.00	\$50.00	\$50.00
Baseball/Softball-Youth (12 and Under)	\$55.00/player	\$65.00/player	\$65.00/player
Baseball/Softball-Youth (12 and Under)	\$110.00/family max	\$130.00/family max	\$130.00/family max
Basketball-Adults: Player Fees	\$110.00/player	\$110.00/player	\$115.00/player
Sponsor Fee	\$170.00/team	\$170.00/team	\$170.00/team
Basketball-Youth 5th Grade	\$70.00/player	\$80.00/player	\$80.00/player
Basketball - 3rd & 4th Grade	\$60.00/player	\$70.00/player	\$70.00/player
Basketball-Youth (Summer)	\$55.00/player	\$65.00/player	\$65.00/player
BLAST	\$130.00/student/month	\$140.00/student/month	\$140.00/student/month
BLAST Day Camps (school holidays)	\$25.00/day or \$60.00/3 days	\$25.00/day or \$60.00/3 days	\$25.00/day or \$60.00/3 days
Cross Country-Elementary	FREE	FREE	FREE
Cross Country-Summer	\$25.00/person	\$25.00/person	\$25.00/person
Cross Country Ski Rental - Riverwood - Adult	\$10.00/hour	\$10.00	\$12.00
- Youth	\$5.00/hour	\$5.00	\$7.00
Cross Country Ski Rental- Off-Site - Adult	n/a	\$15.00	\$18.00
- Youth	n/a	\$10.00	\$12.00
Fencing	\$35.00/month \$150.00 for 5 months	\$40.00/month \$175.00 for 5 months	\$40.00/month \$175.00 for 5 months
Flag Football	\$55.00/person	\$60.00/person	\$60.00/person
Golf Lessons (ages 5-6)	\$40/person	\$40/person	\$40/person
Jr. Golf Lessons - Red level	\$50/person	\$50/person	\$50/person
Jr. Golf Lessons - White level	\$65/person	\$65/person	\$65/person
Jr. Golf Lessons - Blue level	n/a	\$125/person	\$125/person
Halloween Party	\$1.00/child	\$1.00/child	\$1.00/child
Karate	\$40.00/month	\$40.00/month	\$40.00/month
Karate	\$175.00 for 5 months	\$175.00 for 5 months	\$175.00 for 5 months
Safety Village	\$55.00/person	\$60.00/person	\$60.00/person
Snow Shoe Rental at Riverwood-Adult	n/a	\$10.00	\$10.00
Youth	n/a	\$5.00	\$5.00
Soccer-Youth	\$55.00/player	\$65.00/player	\$65.00/player
Softball-Coed	\$140.00 sponsor fee \$30.00/player-min. of 13	\$150.00 sponsor fee \$40.00/player-min. of 13	\$150.00 sponsor fee \$45.00/player-min. of 13
Special Populations Classes:			
Triple Star Day Camp	\$125.00/person	\$150.00/person	\$150.00/person
Tennis Lessons-Outdoors			
Tiny Tots	\$25.00/session	\$25.00/session	\$30.00/session
Netters	\$35.00/session	\$35.00/session	\$40.00/session
8 and Under	\$35.00/session	\$35.00/session	\$40.00/session
10 and Under	\$35.00/session	\$35.00/session	\$40.00/session
12 and Under	\$40.00/session	\$40.00/session	\$45.00/session
Aces	\$40.00/session	\$40.00/session	\$45.00/session
JV and Varsity	\$40.00/session	\$40.00/session	\$45.00/session
Track-Elementary	Free	Free	Free
Volleyball-Adult (2 seasons):			
Sponsor Fee (1 season)	\$75.00/team	\$100.00/team	\$100.00/team
Sponsor Fee - Fall/Winter (2 seasons)	\$125.00/team	\$150.00/team	\$150.00/team
Player Fee	\$40.00/player/season	\$45.00/player/season	\$45.00/player/season
Volleyball-Sand:			
Sponsor Fee	\$100.00/team	\$125.00/team	\$125.00/team
Player Fee	\$40.00/player/season	\$45.00/player/season	\$45.00/player/season
Volleyball-Youth 5th Grade	\$60.00/player	\$70.00/player	\$70.00/player
Volleyball - 3rd & 4th Grade	\$50.00/player	\$60.00/player	\$60.00/player
Volleyball-Youth (Summer)	\$55.00/player	\$65.00/player	\$65.00/player
Volleyball League-High School	\$30.00/player	\$35.00/player	\$35.00/player

*\$10.00 late registration fee for the following youth activities: volleyball, flag football, basketball, baseball/softball, soccer, and activity centers

World War Memorial Building

Rentals	2022	2023	2024
Lower Level Gym	\$40.00/court	\$40.00/court	\$40.00/court
Main Level Gym	\$40.00/court	\$40.00/court	\$40.00/court
Racquetball	\$8.00/court/hour	\$8.00/court/hour	\$8.00/court/hour
Racquetball Lunch Special M-F 11 am-2 pm	\$5.00/court/hour	\$5.00/court/hour	\$5.00/court/hour
Racquetball Coupon Package	\$80.00/12 coupons	\$80.00/12 coupons	\$80.00/12 coupons
Fitness Room	\$40.00/hour	\$40.00/hour	\$40.00/hour
Craft Room/Table Tennis Room	\$25.00/hour	\$25.00/hour	\$25.00/hour
Table Tennis Paddles and Balls	No Charge	No Charge	No Charge
Noon Basketball	No Charge	No Charge	No Charge
Upper Gym All Day Rental	\$700.00	\$700.00	\$700.00
Lower Gym All Day Rental	\$400.00/16 -	\$400.00	\$400.00

World War Memorial Building, continued

	<u>2022</u>	<u>2023</u>	<u>2024</u>
Sunday Night Volleyball and Basketball	\$30.00/court/hour	\$30.00/court/hour	\$30.00/court/hour
Gym Rental (3 Courts)	\$850.00/day	\$850.00/day	\$850.00/day
Birthday Party Rental (Lower Gym-1 hr & Room-2 hr)	\$60.00/party	\$60.00/party	\$60.00/party
Community Room	\$40.00/hour	\$50.00/hour	\$50.00/hour
Dressing Room Rental	n/a	\$65/day	\$65/day

McDowell Dam

	<u>2022</u>	<u>2023</u>	<u>2024</u>
Paddleboats	\$8.00/hour	\$8.00/hour	\$10.00/hour
	\$5.00/.5 hour	\$5.00/.5 hour	\$6.00/.5 hour
	\$12.00/1.5 hours	\$12.00/1.5 hours	\$14.00/1.5 hours
Canoes	\$8.00/hour	\$8.00/hour	\$10.00/hour
	\$5.00/.5 hour	\$5.00/.5 hour	\$6.00/.5 hour
	\$12.00/1.5 hours	\$12.00/1.5 hours	\$14.00/1.5 hours
Kayaks & Paddle Boards	\$8.00/hour	\$8.00/hour	\$10.00/hour
	\$5.00/.5 hour	\$5.00/.5 hour	\$6.00/.5 hour
	\$12.00/1.5 hours	\$12.00/1.5 hours	\$14.00/1.5 hours

General Sibley Park

	<u>2022</u>	<u>2023</u>	<u>2024</u>
<u>Camping</u>			
Tents	\$12.00	\$12.00	\$14.00
RVs	\$25.00	\$25.00	\$27.00
Firewood	\$5.00/bundle	\$6.00/bundle	\$6.00/bundle
Ice	\$3.00	\$4.00	\$4.00

Eagles Park

	<u>2022</u>	<u>2023</u>	<u>2024</u>
Camping Unit - Per Night	\$10.00	\$12.00	\$12.00
Camping Unit - Entire Park - 1 day	\$300.00	\$300.00	\$300.00
Camping Unit - Entire Park - 2 days	\$450.00	\$500.00	\$500.00
Camping Unit - Entire Park - 3 days	\$550.00	\$600.00	\$600.00

* A camping unit is a powered vehicle, motor home, camping bus, pull-type camper, tent, or any other device designed for sleeping

All Parks

	<u>2022</u>	<u>2023</u>	<u>2024</u>
<u>Alcohol Permits</u>			
One person per calendar year	\$10.00	\$10.00	\$10.00
Group/Event (unlimited # of people, specific date)	\$25.00	\$25.00	\$25.00
Team Rate/Season	\$30.00	\$30.00	\$30.00
<u>Shelter Reservations (Includes Sertoma Shelter #10)</u>			
Half Day w/ Electricity	\$35.00	\$35.00	\$40.00
Whole Day w/ Electricity	\$50.00	\$50.00	\$70.00
<u>Hillside Community Room</u>			
Half Day	\$175.00	\$200.00	\$225.00
Whole Day	\$225.00	\$250.00	\$275.00
For Profit - Half Day	\$350.00	\$400.00	\$450.00
For Profit - Whole Day	\$450.00	\$500.00	\$550.00
<u>Lions Community Center</u>			
Half Day	\$40.00	\$60.00	see below
Whole Day	\$60.00	\$80.00	see below
For Profit - Half Day	\$80.00	\$120.00	see below
For Profit - Whole Day	\$120.00	\$160.00	see below
<u>Miscellaneous Sleepy Hollow Park</u>			
Sleepy Hollow Shelter - Half Day	\$60.00	\$60.00	\$70.00
Sleepy Hollow Shelter - Whole Day	\$80.00	\$80.00	\$90.00
Sleepy Hollow Stage or Gazebo - Whole Day	\$125.00	\$125.00	\$150.00
Sleepy Hollow Dressing Room	\$30.00	\$30.00	\$40.00
<u>Jaycee Leadership Hall, Sertoma Club Community Center, Farwest Rotary (New Gen) Community Center, Lions Community Center</u>			
Half Day	\$80.00	\$80.00	\$100.00
Whole Day	\$130.00	\$130.00	\$150.00
For Profit - Half Day	\$160.00	\$160.00	\$200.00
For Profit - Whole Day	\$260.00	\$260.00	\$300.00
<u>Custer Stage & Sibley Amphitheater/Stage</u>			
Half Day	\$25.00 & \$30.00	\$35.00	\$35.00
Whole Day	\$35.00 & \$40.00	\$50.00	\$50.00
For Profit - Half Day	\$50.00 & \$60.00	\$65.00	\$65.00
For Profit - Whole Day	\$70.00 & \$80.00	\$110.00	\$110.00

All Parks, continued			
	<u>2022</u>	<u>2023</u>	<u>2024</u>
<u>Equipment Rental</u>			
Picnic Tables	\$25.00/table/day	\$25.00/table/day	\$25.00/table/day
Bleachers	\$65/bleacher/day	\$65/bleacher/day	\$65/bleacher/day
Bleachers, portable	\$750/day	\$750/day	\$750/day
Garbage Cans	\$8.00/can/day	\$10.00/can/day	\$10.00/can/day
Picnic Equipment Rental	\$50 refunded deposit plus \$15.00 use fee	\$50 refunded deposit plus \$20.00 use fee	\$50 refunded deposit plus \$20.00 use fee
Portable Sound System	\$50.00/unit/day	\$50.00/unit/day	\$50.00/unit/day
Jaguar Timing System	\$250.00/event	\$300.00/event	\$300.00/event
Jaguar Timing System Staffing	\$20.00/hour	\$25.00/hour	\$25.00/hour
Hand Held Timers	\$10.00/unit	\$15.00/unit	\$15.00/unit
Outdoor Swimming Pools			
	<u>2022</u>	<u>2023</u>	<u>2024</u>
<u>Daily and Season Fees</u>			
Season Pass (All Pools - All Ages)	\$75.00/person	\$75.00/person	\$100.00/person
Season Pass with Waterslide (Hillside Only)	\$100.00/person	\$100.00/person	\$130.00/person
Daily Swim Fee (all ages)	\$4.00/session	\$4.00/session	\$5.00/session
Daily Swim Fee with Waterslide at Hillside	\$5.00/person	\$5.00/person	\$6.00/person
Coupon Book w/out HS Waterslide (12 tickets)	\$40.00/book	\$40.00/book	\$50.00/book
Coupon Book with HS Waterslide (12 tickets)	\$50.00/book	\$50.00/book	\$60.00/book
<u>Swimming Lessons (all ages)</u>	\$35.00/session	\$40.00/session	\$45.00/session
<u>Rentals - Hillside, Elks, and Wachter - after hours</u>			
Pool Rental:			
Hillside	\$200.00/hour	\$325.00/hour	\$325.00/hour
Elks	\$200.00/hour	\$275.00/hour	\$275.00/hour
Wachter	\$200.00/hour	\$225.00/hour	\$225.00/hour
Party Room and Water Facility Rental at Elks	\$90.00/session	\$100.00/session	\$125.00/session
During Swim Hours, includes free admission to water facility for up to 10 people			
Regular admission fees of \$4.00 \$5.00 per person for more than 10 attending			
Party Room Rental at Hillside with Slide	\$100.00/session	\$110.00/session	\$135.00/session
During Swim Hours, includes free admission to water facility for up to 10 people			
Regular admission fees of \$5.00 \$6.00 per person for more than 10 attending			
High Prairie Arts & Science Complex			
	<u>2022</u>	<u>2023</u>	<u>2024</u>
Community Room/Kitchen			
One to Five Hours	\$50.00/hour	\$50.00/hour	\$50.00/hour
Six Hours and Above	\$275.00 daily fee	\$275.00 daily fee	\$275.00 daily fee
(Minimum Fee = \$50.00)			
Long Term Rental	\$45.00/hour	\$45.00/hour	\$45.00/hour
<i>Six consecutive months/meetings or longer</i>			
Imagination Theatre - Large Theatre			
One to Five Hours	\$50.00/hour	\$50.00/hour	\$50.00/hour
Six Hours and Above	\$275.00 daily	\$275.00 daily	\$275.00 daily
(Minimum Fee = \$50.00)			
Allegro Rehearsal Hall - Small Theater			
One to Five Hours	\$50.00/hour	\$50.00/hour	\$50.00/hour
Six Hours and Above	\$275.00 daily	\$275.00 daily	\$275.00 daily
(Minimum Fee = \$50.00)			
All Facility Rental - Use one or both theaters and Community Room for one day (≥ 6 hours)	\$450.00/day	\$450.00/day	\$450.00/day
All Facility Rental - use of one or both theaters and Community Room < 1/2 day (< 6 hours)	\$275.00	\$275.00	\$275.00
Joann Hetzel Memorial 4-H Building - Arena			
	<u>2022</u>	<u>2023</u>	<u>2024</u>
One Day Rental, includes tables/chairs:			
Daily - No alcohol	\$600.00	\$600.00	\$700.00
Daily - With alcohol	\$800.00	\$800.00	\$900.00
For-profit - No alcohol	\$800.00	\$800.00	\$1,200.00
For-profit - With alcohol	\$1,000.00	\$1,000.00	\$1,600.00
Refundable deposit due at contract signing for all rentals	\$1,000.00	\$1,000.00	\$1,000.00
*Rates for rentals with a duration of more than five consecutive days are negotiable.			

BSC Aquatic and Wellness Center and Capital Racquet and Fitness Center

Membership Packages
Rates effective October 1, 2023

Monthly Fees for Base (Silver) Membership Package

		<u>2022</u>	<u>2023</u>	<u>2024</u>
Family/Household	Annual	\$60.00	\$63.00	\$63.00
	Six Month	\$75.00	\$78.00	\$78.00
Adult	Annual	\$40.00	\$42.00	\$42.00
	Six Month	\$50.00	\$52.00	\$52.00
Student	Annual	\$30.00	\$32.00	\$32.00
	Six Month	\$38.00	\$40.00	\$40.00
	Semester Fee	\$90.00/semester	\$95.00/semester	\$95.00/semester
	Summer Fee	\$60.00/summer	\$65.00/summer	\$65.00/summer
Senior	Annual	\$30.00	\$32.00	\$32.00
	Six Month	\$38.00	\$40.00	\$40.00
Senior Household (2 adults, both 65 and older)				
	Annual	\$45.00	\$47.00	\$47.00
	Six Month	\$56.00	\$58.00	\$58.00
Youth - 12 years of age and younger (Swimming Only)				
	Annual	\$15.00	\$17.00	\$17.00
	Six Month	\$19.00	\$21.00	\$21.00
Youth with Doctor's Rec. (for 1-3 mo. membership)		Free	Free	Free
BSC Student-CRFC Add On		\$25.00	\$30.00	\$30.00

Monthly Fees for Gold Membership Package
Base (Silver) Membership Package Plus Tennis

		<u>2022</u>	<u>2023</u>	<u>2024</u>
Family/Household	Annual	\$125.63	\$130.00	\$130.00
	Six Month	\$150.00	\$155.00	\$155.00
Adult	Annual	\$83.75	\$86.00	\$86.00
	Six Month	\$100.00	\$103.00	\$103.00
Student	Annual	\$65.00	\$67.00	\$67.00
	Six Month	\$78.00	\$80.00	\$80.00
Senior	Annual	\$73.75	\$76.00	\$76.00
	Six Month	\$88.00	\$90.00	\$90.00
Senior Household (2 adults, both 65 and older)				
	Annual	\$110.63	\$113.00	\$113.00
	Six Month	\$131.00	\$133.00	\$133.00
Youth - 12 years of age and younger (Swimming and Tennis Only)				
	Annual	\$50.00	\$52.00	\$52.00
	Six Month	\$59.00	\$61.00	\$61.00

BSC Aquatic and Wellness Center and Capital Racquet and Fitness Center Fees

<u>Facility Rates</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
6 Month Locker Rental	\$50.00	\$50.00	\$50.00
12 Month Locker Rental	\$75.00	\$75.00	\$75.00
1 Month Locker Rental	\$15.00	\$15.00	\$15.00
High School Swim Season	\$25.00/season	\$25.00/season	\$25.00/season
Coupon Book (12 Daily Passes)	\$70.00	\$70.00	\$70.00
Youth Daily Fee	\$4.25	\$4.25	\$4.25
Student Daily Fee	\$5.25	\$5.25	\$5.25
Adult Daily Fee	\$7.00	\$7.00	\$7.00
Senior Daily Fee	\$5.75	\$5.75	\$5.75
<i>The four daily fees listed above include sales tax</i>			
Household Daily Fee	\$20.00	\$20.00	\$20.00
Daily Lock Rental	\$1.00	\$1.00	\$1.00
Daily Fee (M-F 8:00 am - 3:00 pm)	\$4.00	\$5.00	\$5.00
MEM: 1 Hour Personal Training Session	\$35.00	\$35.00	\$40.00
NON: 1 Hour Personal Training Session	\$41.00	\$41.00	\$46.00
MEM: 30 Minute Personal Training Session	\$25.00	\$25.00	\$30.00
NON: 30 Minute Personal Training Session	\$31.00	\$31.00	\$36.00
MEM: 8 (1 Hour) Personal Training Session	\$233.00	\$233.00	\$265.00
NON: 8 (1 Hour) Personal Training Session	\$281.00	\$281.00	\$305.00
MEM: 8 (30 Minute) Personal Training Session	\$158.00	\$158.00	\$200.00
NON: 8 (30 Minute) Personal Training Session	\$206.00	\$206.00	\$239.00
MEM: Personal Training Pkg (8-45 min.)	\$198.00	\$198.00	\$240.00
NON: Personal Training Pkg (8-45 min.)	\$246.00	\$246.00	\$280.00
MEM: 12 (1 Hour) Personal Training Session	\$337.00	\$337.00	\$372.00
NON: 12 (1 Hour) Personal Training Session	\$409.00	\$409.00	\$444.00
MEM: 12 (30 Minutes) Personal Training Session	\$227.00	\$227.00	\$252.00
NON: 12 (30 Minute) Personal Training Session	\$299.00	\$299.00	\$336.00
MEM: Semi Private Personal Training (2-3) (12 Sessions)	\$206.00/person	\$206.00/person	\$240.00
NON: Semi Private Personal Training (2-3) (12 Sessions)	\$256.00/person	\$256.00/person	\$288.00
MEM: Small Group Circuit Training (4-6 people)(12 Sessions)	\$90.00/person	\$90.00/person	\$120.00
NON: Small Group Circuit Training (4-6 people)(12 Sessions)	\$140.00/person	\$140.00/person	\$168.00
MEM: Body Composition	\$10.00	\$10.00	\$15.00
NON: Body Composition	\$16.00	\$16.00	\$20.00
MEM: Fitness Assessment	\$25.00	\$25.00	\$30.00
NON: Fitness Assessment	\$31.00	\$31.00	\$36.00
MEM: Fit Assessment + Body Comp	\$30.00	\$30.00	\$35.00
NON: Fit Assessment + Body Comp	\$36.00	\$36.00	\$41.00
MEM: Group Fitness	\$7.50/class	\$7.50/class	\$10.00
NON: Group Fitness	\$10.00/class	\$10.00/class	\$12.50
MEM: Sports Conditioning (8-13 years)	\$7.00/class	\$7.00/class	\$8.00
NON: Sports Conditioning (8-13 years)	\$8.00/class	\$8.00/class	\$9.00

BSC Aquatic and Wellness Center and Capital Racquet and Fitness Center Fees, continued

Team Sports Conditioning (members and non-members)	\$7.50/class	\$7.50/class	\$10.00/class
Weight Room Orientation	\$15.00	\$15.00	\$20.00
Membership Cancellation Fee	\$50.00	\$50.00	\$50.00

BSC Aquatic and Wellness Center Fees

<u>Facility Rates</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
Swim Lesson	\$50.00	\$55.00	\$60.00
Small Group Swim Lesson (2-3 people)	\$65.00/person	\$70.00/person	\$75.00/person
Private Swim Lesson	\$75.00	\$80.00	\$85.00
Adult Swim Training Class	n/a	\$55.00	\$55.00
Lifeguard Class	\$250.00	\$250.00	\$250.00
Lifeguard Recertification	\$150.00	\$150.00	\$150.00
Lifeguard Recertification (BPRD staff)	\$50.00	\$50.00	\$50.00
Water Safety Instructor Class (BPRD staff)	\$110.00	\$110.00	\$110.00
Water Safety Instructor Class (Swim Lesson Training)	\$250.00	\$250.00	\$250.00
Playground Daily Fee	\$1.00/person	\$2.00/person	\$2.00/person
Birthday Party Package (Pool)	\$100.00	\$100.00	\$110.00
Birthday Party Package - Pool - without Wibit	\$75.00	\$100.00	\$110.00
Birthday Party Package (Playground)	\$60.00	\$100.00	\$110.00
Studio Rental	\$30/hour	\$30/hour	\$30/hour
Room Rental (#1 or #2)	\$30/hour	\$30/hour	\$30/hour
Entire Natatorium Pool Rental	\$200/hour	\$200/hour	\$200/hour
Full Pool - Long Course	\$150/hour	\$150/hour	\$150/hour
Program Pool	\$100/hour	\$100/hour	\$100/hour
Pool #1 (8 lane)	\$125/hour	\$125/hour	\$125/hour
Pool #2 (6 lane)	\$100/hour	\$100/hour	\$100/hour
Diving Bay	\$100/hour	\$100/hour	\$100/hour
Self Paced Triathlon	\$30.00	\$30.00	\$30.00
MEM: Activ8	\$6.00/class	\$6.00/class	\$6.00/class
NON: Activ8	\$7.00/class	\$7.00/class	\$7.00/class

Capital Racquet and Fitness Center

		<u>2022</u>	<u>2023</u>	<u>2024</u>
<u>Tennis Rates</u>				
Tennis Court Rental	Member	See tennis rates	See tennis rates	See tennis rates
Tennis Court Rental	Non-Member	See tennis rates	See tennis rates	See tennis rates
Tennis/Pickleball Court Tournament Rental-full day(6 to 12 hours)		\$750/day	\$750/day	\$750/day
<i>Includes use of 4 courts and facility fees</i>				
Tennis/Pickleball Court Tournament Rental - 1/2 day (up to 6 hours)		\$375.00/day	\$375.00/day	\$375.00/day
<i>Includes use of 4 courts and facility fees</i>				
Tennis Coupon Book-12 1.5 Hr Passes	Member	\$50.00	\$50.00	\$50.00
Tennis Coupon Book-12 1.5 Hr Passes	Non-Member	\$96.00	\$96.00	\$96.00
Summer Tennis Court Rates (Memorial Day - Labor Day)		50% off	50% off	50% off
<i>Includes individual tennis rates & coupon books</i>				
Event/Group Rate Court Rental (minimum of 4 hrs)		\$15.00/hr/court	\$15.00/hr/court	\$15.00/hr/court
Tennis Ball Machine		\$8.00/hr	\$10.00/hr	\$10.00/hr
Tennis Ball Hopper		\$5.00/hr	\$5.00/hr	\$5.00/hr
Tennis Lesson Pkg w/Cert. Pro	Member	\$240.00/person	\$240.00/person	\$270.00/person
Tennis Lesson Pkg w/Cert. Pro	Non-Member	\$270.00/person	\$270.00/person	\$300.00/person

Capital Racquet and Fitness Center, continued

<u>Tennis Rates, continued</u>		<u>2022</u>	<u>2023</u>	<u>2024</u>
Tennis Lessons w/ Certified Tennis Pro	Member			
Private		\$45.00/hr	\$50.00/hr	\$50.00/hr
Semi-Private		\$23.00/hr	\$25.00/hr	\$25.00/hr
Group (3 People)		\$17.00/hr	\$19.00/hr	\$19.00/hr
Group (4 People)		\$14.00/hr	\$16.00/hr	\$16.00/hr
Group (5 People)		\$12.00/hr	\$14.00/hr	\$14.00/hr
Hitting Workout		\$32.00/hr	\$34.00/hr	\$34.00/hr
Tennis Lessons w/Certified Tennis Pro	Non-Member			
Private		\$50.00/hr	\$55.00/hr	\$55.00/hr
Semi-Private		\$25.00/hr	\$27.00/hr	\$27.00/hr
Group (3 People)		\$19.00/hr	\$21.00/hr	\$21.00/hr
Group (4 People)		\$16.00/hr	\$18.00/hr	\$18.00/hr
Group (5 People)		\$14.00/hr	\$16.00/hr	\$16.00/hr
Hitting Workout		\$37.00/hr	\$39.00/hr	\$39.00/hr
10 & Under Tennis Large Group Lessons (6 or more)				
1st Child	Member	\$7.00/hr	\$10.00/hr	\$10.00/hr
1st Child	Non-Member	\$7.00/hr	\$10.00/hr	\$10.00/hr
2nd Child +	Member	\$3.50/hr	\$5.00/hr	\$5.00/hr
2nd Child +	Non-Member	\$3.50/hr	\$5.00/hr	\$5.00/hr
Junior/Adult Tennis Large Group Lessons (6 or more)				
Hourly	Member	\$8.00	\$10.00	\$10.00
Hourly	Non-Member	\$8.00	\$10.00	\$10.00
Tennis Singles Leagues	Member	\$42.00/person	\$45.00/person	\$45.00/person
Tennis Singles Leagues	Non-Member	\$66.00/person	\$70.00/person	\$70.00/person
Tennis Doubles Leagues	Member	\$36.00/person	\$40.00/person	\$40.00/person
Tennis Doubles Leagues	Non-Member	\$54.00/person	\$58.00/person	\$58.00/person
Tennis League Sub Fee	Gold Member	FREE	FREE	FREE
Tennis League Sub Fee-Effective	Silver Member	FREE	FREE	FREE
Tennis League Sub Fee	Non-Member	\$6.00/person	\$8.00/person	\$8.00/person
USTA Summer Tennis League		\$18.00/person	\$20.00/person	\$20.00/person
Sanctioned Tennis Tournaments				
Singles		\$27.00/person	\$30.00/person	\$30.00/person
Doubles		\$20.00/person	\$25.00/person	\$25.00/person
Non Sanctioned Tennis Tournaments				
Singles	Member	\$27.00/person	\$30.00/person	\$30.00/person
Singles	Non-Member	\$27.00/person	\$30.00/person	\$30.00/person
Doubles	Member	\$22.00/person	\$25.00/person	\$25.00/person
Doubles	Non-Member	\$22.00/person	\$25.00/person	\$25.00/person
10U Tennis Tournament		\$20.00/person	\$23.00/person	\$23.00/person
<u>Racquetball/Wallyball Rates</u>				
Racquetball League - 8 weeks	Member	FREE	FREE	FREE
Racquetball League-8 weeks	Non-Member	\$48.00/person	\$48.00/person	\$48.00/person
Racquetball Lessons - 8 weeks				
Youth	Member	\$15.00/person	\$15.00/person	\$15.00/person
Youth	Non-Member	\$20.00/person	\$20.00/person	\$20.00/person
Adult	Member	\$25.00/person	\$25.00/person	\$25.00/person
Adult	Non-Member	\$30.00/person	\$30.00/person	\$30.00/person
Sanctioned Racquetball Tournament				
Open Division First Event		\$65.00 / person	\$65.00 / person	\$65.00 / person
Open Division Second Event		\$15.00 / person	\$15.00 / person	\$15.00 / person
First Event	Adult	\$35.00/person	\$35.00/person	\$35.00/person
Second Event	Adult	\$5.00/person	\$5.00/person	\$5.00/person
First Event	Youth	\$10.00/person	\$10.00/person	\$10.00/person
Second Event	Youth	\$5.00/person	\$5.00/person	\$5.00/person
Cut Throat Racquetball Tournament				
Wallyball League - 8 weeks	Member	FREE	FREE	FREE
Wallyball League - 8 weeks	Non-Member	\$25.00/person	\$25.00/person	\$25.00/person
Wallyball Tournament	Adult	\$20.00/person	\$20.00/person	\$20.00/person

Capital Racquet and Fitness Center, continued

<u>Miscellaneous Rates</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	
Birthday Party	n/a	\$100	\$100	
Childcare (monthly A/W option)	\$15.00/month	\$15.00/month	\$15.00/month	
Child/Parent Tennis Class	n/a	\$35/child/session	\$35/child/session	
Daycare Field Trip Lesson	n/a	\$5.00/child/hour	\$5.00/child/hour	
Junior Team Tennis Challenge - 1st person	n/a	\$7.00/person	\$7.00/person	
2nd person	n/a	\$7.00/person	\$7.00/person	
Pickleball - Scheduled Blocks	\$4.00/person	\$5.00/person	\$5.00/person	
Pickleball Lessons	\$8.00/hour	\$10.00/hour	\$10.00/hour	
Racquetball Tournament Rental - full day (6 to 12 hours)	\$500.00/day	\$500.00/day	\$500.00/day	
Racquetball Tournament Rental - 1/2 day (up to 6 hours)	\$250.00/day	\$250.00/day	\$250.00/day	
Studio Rental	\$30.00/hour	\$30.00/hour	\$30.00/hour	
Walking/Jogging Track	\$1.50	\$2.00	\$2.00	
Wallyball Tournament - full day (6 to 12 hours)	\$500.00/day	\$500.00/day	\$500.00/day	
Wallyball Tournament - 1/2 day (up to 6 hours)	\$250.00/day	\$250.00/day	\$250.00/day	
Childcare Rates:	<u>2022</u>	<u>2023</u>	<u>2024</u>	
	<u>1 Child</u>	<u>2 Children</u>	<u>1 Child</u>	<u>2 Children</u>
1/2 Hour	\$1.25	\$2.00	\$1.50	\$2.25
1 hour	\$2.50	\$3.75	\$2.75	\$4.00
1 1/2 Hours	\$3.75	\$5.50	\$4.00	\$5.75
2 Hours	\$5.00	\$7.50	\$5.25	\$7.75

Capital Racquet and Fitness Center Tennis/Pickleball Court & Day Pass Fees

(Includes Court Rentals for Pickleball)

Non-Member	Youth	Student	Adult	Senior
	12 & Under	13-17 or College	18+	65+
Singles 1 hr	\$8.00	\$9.00	\$12.00	\$9.00
Tennis Coupon Book	N/A	\$96 (\$8.00)	\$96 (\$8.00)	\$96 (\$8.00)

\$1.00 add on for each additional 1/2 hour of court time

	Youth	Student	Adult	Senior
	12 & Under	13-17 or College	18+	65+
Doubles 1 hr	\$8.00	\$9.00	\$12.00	\$9.00
Tennis Coupon Book	N/A	\$96 (\$8.00)	\$96 (\$8.00)	\$96 (\$8.00)

\$1.00 add on for each additional 1/2 hour of court time

Silver Member	Youth	Student	Adult	Senior
	12 & Under	13-17 or College	18+	65+
Singles 1 hr	\$3.00	\$4.00	\$6.00	\$4.00
Tennis Coupon Book	N/A	\$50 (\$4.16)	\$50 (\$4.16)	\$50 (\$4.16)

\$1.00 add on for each additional 1/2 hour of court time

	Youth	Student	Adult	Senior
	12 & Under	13-17 or College	18+	65+
Doubles 1 hr	\$3.00	\$4.00	\$6.00	\$4.00
Tennis Coupon Book	N/A	\$50 (\$4.16)	\$50 (\$4.16)	\$50 (\$4.16)

\$1.00 add on for each additional 1/2 hour of court time

Gold Member

- 2 Hours of Tennis Included Per Day - Additional Court Time May Be Purchased At Silver Member Rates.

Administration

	2022	2023	2024
Returned Item Charge	n/a	\$12.00	\$15.00
Cancellation Fee:			
Shelters	n/a	n/a	\$5.00
Community Centers	n/a	n/a	\$10.00
General Sibley Camp Sites	\$5.00/night	\$5.00/night	\$5.00/night

BISMARCK PARKS AND RECREATION DISTRICT
2023 SEASONAL EMPLOYEES PAY PLAN CLASSIFICATIONS
EFFECTIVE 1/1/2024 - Proposed

Purpose: The purpose of the seasonal employee pay plan is to provide a list of Park District positions classified by category with a specified pay range. The steps are intended to provide a range in which employees are to be paid, based upon managers' discretion. Employees do not have to start at step one, nor are they guaranteed to move up a step each year. Any deviations above the pay scale are subject to the approval of the Executive Director of Bismarck Parks and Recreation. Rates for programs are effective the beginning of the program/season in current year or on anniversary date for year round positions.

FULL-TIME SEASONAL POSITIONS

The Division Director must sign personnel actions for these positions.

Hourly Positions - Employees receive 1/2 vacation and sick leave
Full-time seasonal positions work a minimum of 20 hours per week,
not to exceed 1,508 hours per calendar year.

Authorized full-time seasonal positions for BPRD are as follows:

Administration - 2 **4** positions
Facilities and Programs --6 **8** positions
Operations - 4 **6** positions

	Steps				
	<u>One</u>	<u>Two</u>	<u>Three</u>	<u>Four</u>	<u>Five</u>
<u>Full-Time Seasonal V - (Non-Exempt)</u>					
Park Planner	23.25	23.75	24.25	24.75	25.25
Local Foods Coordinator	—22.75	—23.25	—23.75	—24.25	—24.75

	Steps				
	<u>One</u>	<u>Two</u>	<u>Three</u>	<u>Four</u>	<u>Five</u>
<u>Full-Time Seasonal IV -(Non-Exempt)</u>					
Golf Shop Supervisor	17.25	17.75	18.25	18.75	19.25
Facility Supervisor	—16.75	—17.25	—17.75	—18.25	—18.75
Program Supervisor					
Account Technician					
Office Coordinator					
Clerical Aide					
Operations/Maintenance					

PART-TIME POSITIONS

Employees Receive No Vacation or Sick Leave Benefits
Part-time positions may not exceed 1,508 hours per year.

	Steps				
	<u>One</u>	<u>Two</u>	<u>Three</u>	<u>Four</u>	<u>Five</u>
<u>Part-Time III - Hourly</u>					
Activity Center/BLAST Leader	15.25	15.75	16.25	16.75	17.25
Adult Program Coordinator	—14.75	—15.25	—15.75	—16.25	—16.75
Youth Program Coordinator					
Facility Attendant/Supervisor					
Clerical Aide					
Operations/Maintenance					
Lifeguard					
Youth Coach					
Account Technician					
Pool Manager					

PART-TIME POSITIONS, continued

<u>Part-Time II - Hourly</u>	Steps				
	<u>One</u>	<u>Two</u>	<u>Three</u>	<u>Four</u>	<u>Five</u>
Activity Center/BLAST Leader	12.75	13.25	13.75	14.25	14.75
Clerical Aide	12.25	12.75	13.25	13.75	14.25
Facility Attendant II					
Lifeguard					
Operations/Maintenance					
Program Instructor					
Youth Coach					
Youth Program Coordinator					
Account Technician					

<u>Part-Time I - Hourly</u>	Steps				
	<u>One</u>	<u>Two</u>	<u>Three</u>	<u>Four</u>	<u>Five</u>
Activity Center/BLAST Leader	10.25	10.75	11.25	11.75	12.25
Clerical Aide	9.75	10.25	10.75	11.25	11.75
Facility Attendant I					
Operations/Maintenance					
Open Gym Supervisor					
Program Instructor					
Lifeguard					
Youth Coach					

<u>Fitness Class Instructor</u>	Steps				
	<u>One</u>	<u>Two</u>	<u>Three</u>	<u>Four</u>	<u>Five</u>
Group Fitness Instructor (per hour)	14.00	15.00	16.00	17.00	18.00
	13.00	14.00	15.00	16.00	17.00

<u>Junior Golf Instructor</u>	Steps				
	<u>One</u>	<u>Two</u>	<u>Three</u>	<u>Four</u>	<u>Five</u>
PGA Certified Coordinator	16.00	17.00	18.00	19.00	20.00
Golf Supervisor Instructor	15.00	16.00	17.00	18.00	19.00
Uncertified Assistant Instructor	11.00	11.50	12.00	12.50	13.00

<u>Recreation Class Instructors</u>	Steps				
	<u>One</u>	<u>Two</u>	<u>Three</u>	<u>Four</u>	<u>Five</u>
Archery Instructor	16.00	17.00	18.00	19.00	20.00
Fencing Instructor	15.00	16.00	17.00	18.00	19.00
Karate Instructor	15.00	16.00	17.00	18.00	19.00
Personal Trainer	18.00	19.00	20.00	21.00	22.00
	17.00	18.00	19.00	20.00	21.00
BLAST/Activity Center Coordinator	16.00	17.00	18.00	19.00	20.00
Rise and Shine Leader	20.50	-	-	-	-
Teen Tour Coordinator	17.00	18.00	19.00	20.00	21.00
Lifeguard/WSI/CPR Instructor	17.00	18.00	19.00	20.00	21.00
Safety Village Instructor	15.00	16.00	17.00	18.00	20.00

<u>Bus Drivers</u>	Steps				
	<u>One</u>	<u>Two</u>	<u>Three</u>	<u>Four</u>	<u>Five</u>
Bus Driver - Drive Time	18.00	19.00	20.00	21.00	22.00
Bus Driver - Down Time	13.00	14.00	15.00	16.00	17.00

PART-TIME POSITIONS, continued

16-19 Year Old Baseball Coaches

Salary (per season) plus additional amount for advancing; Off-season work paid at hourly rates.

Governors:

Head Coach	7,500.00	8,250.00	8,625.00	9,375.00	9,938.00
Assistant Coach	5,500.00	6,050.00	6,325.00	6,875.00	7,288.00
16-19 Coach	5,500.00	6,050.00	6,325.00	6,875.00	7,288.00
Pitching Coach	5,000.00	5,500.00	5,750.00	6,250.00	6,625.00

Steps

Tennis Instructor

	<u>One</u>	<u>Two</u>	<u>Three</u>	<u>Four</u>	<u>Five</u>
Certified (Indoor-USTA-per lesson)	14.00	15.00	16.00	17.00	18.00
Uncertified (Indoor)	8.00	9.00	10.00	11.00	12.00
Tennis Professional - On Court	21.00	22.00	23.00	24.00	25.00
	—20.00	—21.00	—22.00	—23.00	—24.00

Custodian for Adult Sports

10.00/hour weekdays 15.00/hour weekends

25.00/hour for special events

Steps

Adult Basketball Scorekeeper¹

<u>One</u>	<u>Two</u>	<u>Three</u>	<u>Four</u>
11.50/game	12.50/game	13.50/game	14.50/game

Steps

Adult Basketball Supervisor/ Scorekeeper

(includes supervisory/custodial work and scorekeeping)

<u>One</u>	<u>Two</u>	<u>Three</u>	<u>Four</u>	<u>Five</u>
18.00	19.00	20.00	21.00	22.00

Officials

Flag Football 15.00/game

Men's Hockey 15.00-20.00/game

Youth Volleyball	11.50/match (level 1)	10.00/match	13.00/match (level 2)	11.50/match
	15.00/match (level 3)	13.00/match	17.00/match 15.00/match (level 4)	19.00/match (level 5)

Youth Basketball ^{1, 2}	20.00/game (level 1)	22.00/game (level 2)	24.00/game (level 3)
	27.00/game (level 4)	30.00/game (level 5)	33.00/game (level 6)

Adult Basketball Official ¹	29.00/game (level 1)	32.00/game (level 2)
	34.00/game (level 3)	36.00/game (level 4)
	43.00/game (level 6)	41.00/game (level 5)
		46.00/game (level 7)

PART-TIME POSITIONS, continued

Officials, continued

Babe Ruth/Cal Ripken ¹ (Minor) League:	Level 1 25.00/game	Level 2 28.00/game	Level 3 30.00/game
Babe Ruth 13-15 yr old ¹ - per Umpire, per game			\$75/game/per umpire
Legion/Sr. Babe Ruth Baseball ¹ (Govs/Reps/Sen)- per umpire, per game:			
7 inning game:			\$85/game/per umpire
9 inning game:			\$95/game/per umpire

¹ Pay rate is 1.5 rate/game if normally two employees work a game but game is worked alone.

² Pay rate for 6 minute quarters is 1.0 rate/game; Pay rate for 8 minute quarters is 1.5 rate/game.

Adult Volleyball Official	17.50/match (level 1)	18.50/match (level 2)	20.00/match (level 3)
	21.50/match (level 4)	23.00/match (level 5)	25.00/match (level 6)
	27.50/match (level 7)	30.00/match (level 8)	32.00/match (level 9)

Steps

Adult Volleyball Supervisor/Official (Includes supervisory/custodial work and officiating)	<u>One</u>	<u>Two</u>	<u>Three</u>	<u>Four</u>	<u>Five</u>
	28.00	30.00	32.00	35.00	37.00

Steps

	<u>One</u>	<u>Two</u>	<u>Three</u>	<u>Four</u>	<u>Five</u>
Outdoor Pool Manager	—1,180.00	—1,220.00	—1,260.00	—1,300.00	—1,340.00

(Bi-weekly Salary, effective 1 week prior to pool opening date; hours worked prior to be paid at hourly rate)

BUDGET RESOLUTION

AN 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, 2024 AND ENDING DECEMBER 31, 2024 AND MAKING THE ANNUAL TAX LEVY FOR THE YEAR OF 2023.

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, 2024 and ending December 31, 2024.

Section 2. There are hereby levied the following sums of money on all taxable property in the City of Bismarck for the year 2023 for the purpose of paying expenses of the Park District of the City of Bismarck.

General Levy	\$11,092,002
Special Assessments	\$2,571,552
General Obligation Bonds	\$219,158
Park & Recreation Facilities	\$2,557,315

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

First reading – July 20, 2023

Second reading – September 21, 2023

Final passage and adoption – September 21, 2023

September 21, 2023

Date

Michael Gilbertson, President

Kevin Klipfel

Clerk/Executive Director

MINUTES OF THE BOARD OF PARK COMMISSIONERS
August 17, 2023

The Board of Park Commissioners held their regular meeting on August 17, 2023 in the Tom Baker meeting room of the City/County Building. President Gilbertson called the meeting to order at 5:15 pm. Commissioners Jeske, Jordan, Odell 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 Jeske, Jordan, Odell, Zimmerman and President Gilbertson. The nays being none, the motion carried.

Recreation Specialist Ethan Eberle appeared before the Board to share information about the upcoming USA Softball National Championship-Men's Class E/Rec Northern Slow Pitch Tournament.

Daniel Narin presented information to the Board regarding the Bismarck Renaissance Zone and requested Park Board support. Commissioner Zimmerman moved for the Park Board to support the program. Commissioner Jeske seconded the motion, and the voting went as follows: Ayes: Commissioners Jeske, Jordan, Odell, Zimmerman and President Gilbertson. The nays being none, the motion carried.

Jeff Ubl from Ubl Design provided an update on the VFW Sports Center expansion project.

Steve Chuppe appeared before the Board to discuss the Destination Development Grant opportunity at Bismarck Municipal Ballpark. The Larks Community FUND requests Board support to apply for a grant and raise money to build a multi-purpose building as part of phase III enhancements at the Bismarck Municipal Ballpark. Commissioner Zimmerman moved that the Board support for the Larks Community FUND to apply for the grant, and contingent upon receiving the grant, that the group works with the Park District to develop an agreement regarding the construction, use and maintenance of the building. Commissioner Jordan seconded the motion, and the voting went as follows: Ayes: Commissioners Jeske, Jordan, Odell, Zimmerman and President Gilbertson. The nays being none, the motion carried.

Aaron Barth from the Fort Abraham Lincoln Foundation appeared before the Board to provide an update on the Destination Development Grant opportunity at Keelboat Park. The group plans to apply for this grant for development opportunities at Keelboat Park, contingent upon the city of Bismarck agreeing to donate the land to the Fort Abraham Lincoln Foundation. If this occurs, the Fort Abraham Lincoln Foundation requests that Park District staff continue maintenance of Keelboat Park. Commissioner Jeske moved to table the discussion until the city acts on the land donation request and the grant is awarded. At that time, the Park District could consider entering into a maintenance agreement or memorandum of understanding with the Fort Abraham Lincoln Foundation for maintenance of the area.

Finance Director Kathy Feist reviewed the one bid received for the financial audit for years ending 2023-2027. Commissioner Odell moved to accept the low bid provided by Brady, Martz & Associates, P.C. for a total of \$118,200 for years ending 2023-2027 plus any additional

amounts needed for a single audit. Commissioner Jordan seconded the motion, and the voting went as follows: Ayes: Commissioners Jeske, Jordan, Odell, Zimmerman and President Gilbertson. The nays being none, the motion carried.

Commissioner Jordan moved to approve the following items on the consent agenda:

- Consideration of July 20, 2023 Board meeting minutes
- Consideration of Agreements
 - Termination of Companion Agreement for Hay Creek Retaining Wall Project
 - Toptracer Range Agreement for additional bays at Fore Seasons Center.
- Request Board authorization to call for bids
 - Cross country ski grooming machine
 - State Energy Program project
 - VFW Sports Center expansion recognition signs

Commissioner Odell seconded the motion, and the voting went as follows: Ayes: Commissioners Jeske, Jordan, Odell, Zimmerman and President Gilbertson. The nays being none, the motion carried.

Commissioner Jeske moved to approve bills for payment with checks 407779 to 407829 and 213098 to 213479 along with bank drafts DFT001282 to DFT001294, EFTs 2475 to 2515 and direct deposits 63867 to 65155. Commissioner Zimmerman seconded the motion, and the voting went as follows: Ayes: Commissioners Jeske, Jordan, Odell, Zimmerman and President Gilbertson. The nays being none, the motion carried.

The next regular Board meeting will be September 21, 2023 at 5:15 pm in the Tom Baker Meeting Room with public hearing on the proposed 2024 budget. The meeting was adjourned at 6:52 pm.



Memo

To: Park Board Commissioners and Kevin Klipfel, Executive Director
From: Kathy Feist, Finance Director *KF*
Date: September 14, 2023
Re: Consultants

The consultant selection committees reviewed the list of consultants approved by the board. The committees selected the following consultants:

EAPC – Municipal Ballpark artificial turf, ticket booth expansion, and batter's eye
Apex Engineering – Trail from Meridian to Sibley

The professional services agreements for these projects are included in your agenda packet for review and approval.

Requested Board action is to approve the selected professional consultants as recommended by the selection committees, approve the enclosed professional services agreements, and call for bids for these projects.

A nationally accredited park and recreation agency.

Our Vision

Be the leader and premier provider of public parks, programs, facilities and leisure services.

Our Mission

Work with the community to provide residents and visitors the highest quality park, program, facility and event experience.

Core Purpose

Provide affordable, accessible, and sustainable public park and recreation services.

Our Values

Accountability	Diversity
Collaboration	Integrity
Community	Professionalism

**PROFESSIONAL SERVICES AGREEMENT**

September 8, 2023

Bismarck Parks and Recreation District
Attn: Kevin Klipfel, Executive Director
400 East Front Avenue
Bismarck, ND 58504

Subject: Professional Services Proposal

Re: BPRD Municipal Ballpark
Artificial Turf
Bismarck, ND

Dear Kevin Klipfel:

Thank you for utilizing the services of our firm in regard to the above referenced project. We appreciate being asked to be of service. We look forward to providing the assistance that best fits your needs. This letter will serve as an agreement for Professional Fee purposes for this work.

PROJECT DESCRIPTION

EAPC will provide design services to facilitate the construction of conversion of the existing natural grass field to an artificial turf field, expansion of the ticket booth and a batters eye

The Artificial turf shall be similar to the preliminary masterplan design concept previously developed, including related Civil work with KLJ Engineering.

SCOPE OF SERVICES

Services to be performed for the negotiated fee (basic services)

- Review existing conditions.
- Preparation of documents, indicating the general, civil work required.
- Preparation of project estimate
- Coordination of bids/cost proposals.
- Construction Administration of the project.

FEES AND REIMBURSABLE EXPENSES

Consultant shall be paid for these services at a fixed fee of \$151,600.00 for Design and Construction Administration Services; plus the cost of all customary reimbursable expenses incurred in the performance of the Services. Supplemental or Additional Services may be provided if requested by Client or Consultant and approved by Client in advance of proceeding with such services. Progress-based payments for all Services shall be made based on monthly invoices from Consultant, and Client shall make payment in full thereon within thirty (30) days after presentation of invoices.

While performing the required services, Consultant and its subconsultants will incur reimbursable expenses that are not included in the fee compensation, which may include the following:

- Reproduction, plots, special handling and delivery of all documents.

- Fees paid for securing approval of authorities having jurisdiction over the Project.
- Other reimbursable expenses as mutually agreed to.

EAPC is available to commence work immediately upon notification, and we will complete the outlined Scope of Services within a mutually agreed upon schedule unless modified in writing by Owner and Architect.

The signing of this proposal by Client and EAPC will serve as written authorization for EAPC to proceed with the services described above and the requirements contained in the Terms and Conditions found on the last page of this proposal. Charges to the project by EAPC will not precede the date of the signing of the Agreement.

Thank you for giving EAPC the opportunity to submit a proposal for this project. We are eager to be a part of your team on this project. Please do not hesitate to contact us if you have any questions or require further information.

Respectfully submitted by:



Jeffery L. Feist
Senior Architect
EAPC Architects Engineers

Approved and accepted in accordance with the General Terms and Conditions on the following pages by:

EAPC ARCHITECTS ENGINEERS

CLIENT:

Signature: _____

Signature: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Consultant Responsibilities

STANDARD OF CARE

Consultant shall perform its services consistent with the professional skill and care ordinarily provided by consultants practicing in the same or similar locality under the same or similar circumstances ("Standard of Care"). The Consultant shall perform its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the Project. Consultant makes no warranties or guarantees, express or implied, under this Agreement or otherwise in connection with Consultant's services. Notwithstanding any other representations made elsewhere in this Agreement or in the execution of the Project, this Standard of Care shall not be modified.

CODE COMPLIANCE

Consultant shall review applicable laws, codes, and regulations and, in the provision of its Services, shall respond to such requirements imposed by the governmental authorities having jurisdiction over the Project and reasonably known to Consultant at the time services are provided. Client acknowledges that the requirements of federal, state, and local laws, rules, codes, ordinances, and regulations, including the Americans with Disabilities Act, are subject to various and possible contradictory interpretations. Consultant will use reasonable professional efforts and judgment to correctly interpret and apply such requirements. Consultant, however, cannot and does not warrant or guarantee that its services and documents will comply with all such interpretations and requirements.

COST EVALUATION

Evaluations of Client's budget for the Cost of the Work, the preliminary estimate of the Cost of the Work, and updated estimates of the Cost of the Work prepared by Consultant, represent Consultant's judgment as a design professional. It is recognized, however, that neither Consultant nor Client has control over the cost of labor, materials, or equipment; the Contractor's methods of determining bid prices; or competitive bidding, market, or negotiating conditions. Accordingly, Consultant cannot and does not warrant or represent that bids or negotiated prices will not vary from Client's budget for the Cost of the Work or from any estimate of the Cost of the Work or evaluation prepared or agreed to by Consultant.

DELIVERABLES (PER SCOPE OF SERVICES)

Consultant shall provide deliverables, including drawings, specifications, reports, and studies, as defined in the Scope of Services section.

Client Responsibilities

PROJECT SCOPE AND BUDGET

Client shall define the scope and budget of the Project and, when applicable, periodically update the Project budget, including that portion allocated for the Cost of the Work. The Project budget shall include contingencies for design development and, when required by the scope of the Project, construction of the project. Client shall not significantly increase or decrease the overall Project scope, the portion of the budget allocated for the Cost of the Work, or contingencies included in the overall budget or a portion of the budget, without the agreement of Consultant to a corresponding change in the Project scope, quality, schedule, and compensation of Consultant.

DESIGNATED CLIENT REPRESENTATIVE

Client shall identify an individual ("Designated Representative") authorized to act on its behalf with respect to the Project. Client or its Designated Representative shall render decisions and approve Consultant's submittals in a timely manner in order to avoid unreasonable delay in the orderly and sequential progress of Consultant's services and Project schedule.

TESTS, INSPECTIONS, AND REPORTS

When required by the scope of the Project, Client shall furnish tests, inspections, and reports required by law or the Contract Documents, such as structural, mechanical, and chemical tests, tests for air and water pollution, and tests for hazardous materials.

CLIENT PROVIDED SERVICES AND INFORMATION

Client has the right to retain its own consultants and contractors ("Client's Consultants") to perform services on the Project. In addition, Client shall furnish the services of design professionals other than those designated as the responsibility of Consultant in this Agreement, or authorize Consultant to furnish them as an Additional Service, when Consultant requests such services and demonstrates that they are reasonably required by the scope of the Project.

Consultant shall be entitled to rely on the accuracy, completeness, and timeliness of services and information furnished by Client, its Designated Representative, and Client's Consultants. Consultant shall have no responsibility for the technical content of Client's, its Designated Representative's, and Client's Consultants' services and information but shall provide prompt written notice to Client if Consultant becomes aware of any error, omission, or inconsistency in such services or information.

CONSTRUCTION CONTRACTS & RESPONSIBILITIES

When applicable to the scope of the Project, Client shall retain a qualified contractor, licensed in the jurisdiction of the Project ("Contractor"), to implement the construction of the Project ("Work") utilizing a construction contract based on AIA A201™-2017 General Conditions of the Contract for Construction. In the construction contract, Client shall require Contractor to: (1) obtain Commercial General Liability Insurance and name Client, Consultant, and Consultant's employees and subconsultants as additional insureds of that policy; and

(2) indemnify and hold harmless Client, Consultant, and Consultant's employees and subconsultants from and against any and all claims, damages, losses, and expenses ("Claims"), including but not limited to reasonable attorneys' fees and economic or consequential damages, arising in whole or in part out of any negligent act or omission of the Contractor, any subcontractor, or anyone directly or indirectly employed by any of them.

Client understands and acknowledges that: (1) Consultant has no control over, charge of, or responsibility for construction activities or jobsite safety on the Project; (2) Contractor shall coordinate, supervise, and direct all portions of the Work and shall be solely responsible for, and have control over, construction means, methods, techniques, sequences and procedures, jobsite safety, and security; and (3) Consultant shall not be responsible for the Contractor's failure to perform the Work in accordance with the requirements of the Contract Documents.

CLIENT'S REDUCTION OF SCOPE OF SERVICES

If Client elects to terminate, modify, or reduce any portion of Consultant's Services under this Agreement, Client shall indemnify and hold Consultant and its subconsultants harmless from and against damages, losses, and judgments arising from claims by Client or any third parties, including reasonable attorneys' fees and expenses recoverable under applicable law, related to the services or activities Consultant did not provide or in which Consultant did not participate.

General Provisions

LIMITATION OF LIABILITY

The Services covered by this Agreement are of a preliminary or limited nature; therefore, neither Consultant, Consultant's subconsultants (if any), nor their agents or employees shall be jointly, severally, or individually liable to Client in excess of the compensation to be paid pursuant to this Agreement, by reason of any act or omission, in tort or contract, including breach of contract, breach of warranty, or negligence.

OWNERSHIP OF DOCUMENTS

All documents prepared or furnished by Consultant pursuant to this Agreement are instruments of Consultant's professional service, and Consultant shall retain ownership and property interest therein, including all copyrights. Upon payment in full for services rendered, Consultant grants Client a license to use instruments of Consultant's professional service for the purpose of constructing, occupying, or maintaining the Project. Reuse or modification of any such documents by Client, without Consultant's written permission, or use of documents after termination, shall be at Client's sole risk, and Client agrees to indemnify, defend, and hold Consultant harmless from all claims, damages, and expenses, including attorneys' fees, arising out of such reuse by Client or by others acting through Client.

USE OF CONSULTANT-PROVIDED INFORMATION

The information provided by Consultant is intended for the exclusive use of Client for the Scope of Services defined herein, and is not to be transmitted for the use of any other party nor used for any other project. Client agrees to defend, indemnify, and hold Consultant harmless from any claims, costs, and expenses, including attorneys' fees and costs of litigation, which result from any unauthorized or unintended use of Consultant-provided information, or transmission by Client to others of the information resulting from Consultant's Scope of Services.

MUTUAL INDEMNIFICATION

Consultant and Client each agree to indemnify the other against liability, damages, costs, and expenses including reasonable attorneys' fees and expenses recoverable under applicable law (collectively "Damages") that are caused to the other due to the negligence of the indemnifying party, but only to the extent of the indemnifying party's negligence. Neither Consultant nor Client shall be required to indemnify the other to the extent Damages arise from or are caused by the indemnified party's own negligence (whether sole, concurrent, or contributory). Neither Consultant nor Client shall have a duty to provide the other an up-front defense of any claim.

MUTUAL WAIVER OF CONSEQUENTIAL DAMAGES

Consultant and Client waive consequential damages (such as lost profits, lost revenues, loss of use, loss of financing, and loss of reputation) for claims, disputes, or other matters in question arising out of or relating to this Agreement. This mutual waiver is applicable, without limitation, to all consequential damages whether arising in contract, warranty, tort (including negligence), strict liability, or equity, or that might arise out of the parties' indemnification obligations.

DISPUTE RESOLUTION

Any claim, dispute, or other matter in question arising out of or related to this Agreement shall be subject to a meet-and-confer session as a condition precedent to mediation.

Client and Consultant shall endeavor to resolve claims, disputes, and other matters in question during the meet-and-confer session. The meet-and-confer session shall be attended by Client and Consultant or their authorized representatives who shall have the authority to bind the parties. The meet-and-confer session shall take place within thirty (30) days after a request by either party, unless the parties mutually agree otherwise. Prior to the meet-and-confer session, the parties shall exchange relevant information that will assist in resolving the claim, dispute, or controversy.

If the parties reach a mutually acceptable resolution, they shall prepare appropriate documentation memorializing the resolution. If the parties cannot reach a mutually acceptable resolution, they shall proceed to mediation as a condition precedent to binding dispute resolution. If the parties do not resolve a dispute through mediation, the parties shall mutually agree on a method of binding dispute resolution, either litigation in a court of competent jurisdiction or arbitration.

HAZARDOUS MATERIALS

Consultant shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to hazardous materials or toxic substances in any form at the Project site. If hazardous materials are present, Client shall be responsible to remove them from the Project site in a manner that will not adversely affect the health of any person and will comply with any applicable governmental laws and regulations. Client shall indemnify and hold Consultant harmless from any liability, loss, damage, or expense arising out of or with respect to the presence of hazardous materials on the Project site. The presence or discovery of any hazardous or toxic substance on the site shall be cause for extension of the schedule of Consultant's services and equitable adjustment of fees for Consultant as mutually agreed by the parties.

EXISTING CONDITIONS

Documents prepared by Consultant will be prepared based upon reasonable assumptions derived from existing information provided by Client and from observations of the existing conditions by Consultant without the benefit of field measurements and invasive investigation made undesirable by expense and inconvenience to Client. It is understood and agreed that unforeseen conditions uncovered during the progress of the Work may require changes in the Work resulting in additional cost and delay for which Client shall maintain sufficient contingency. Services required by such changes shall be provided as additional services per this Agreement.

DISCLAIMER OF THIRD PARTY RELIANCE

Nothing contained in this Agreement shall create a contractual relationship or a cause of action in favor of a third party against either the Client or Consultant.

GOVERNING LAW

This Agreement shall be governed by, and Professional Services shall be performed in compliance with, the laws of the state wherein the Project is located.

ASSIGNMENT

Client and Consultant, respectively, bind themselves, their partners, successors, assigns, and legal representatives to this Agreement. Neither Client nor Consultant shall assign this Agreement without the written consent of the other, except that Client may assign this Agreement to a lender providing financing for the Project, provided that all monies owed Consultant are paid prior to the date of assignment and that lender agrees to assume all of Client's duties and obligations under this Agreement. Any expense incurred by Consultant as a result of the assignment shall be considered as an Additional Service and compensated in accordance with this Agreement.

PROJECT SCHEDULE

In the event Consultant is hindered, delayed, or prevented from performing its obligations under this Agreement as a result of any cause beyond its reasonable control, including but not limited to delays due to power or data system outages, acts of nature, public health emergencies including but not limited to infectious disease outbreaks and pandemics, governmental orders or directives, failure of any governmental or other regulatory authority to act in a timely manner, failure of the Client to furnish timely information or approve or review Consultant's services or design documents, or delays caused by faulty performance by Client's contractors or consultants, the time for completion of Consultant's services shall be extended by the period of resulting delay and compensation equitably adjusted. Client agrees that Consultant shall not be responsible for damages, nor shall the Consultant be deemed in default of this Agreement due to such delays.

Payments Due

Consultant shall present monthly invoices for Professional Services earned and reimbursable expenses incurred, and Client shall pay the full amount thereof within thirty (30) days after presentation. Any charges held to be in dispute by Client shall be identified in writing to Consultant within ten (10) days of presentation of Consultant's invoice or shall be paid in full per the terms of this Agreement. If payment in full is not received per the terms of this Agreement, Consultant shall have the right to suspend

Services and withhold all documents until payment is received and apply a 1.5% delinquency charge on the unpaid balance from the date of the invoice. Payment of such charge shall not excuse the default in payment or terminate the unperformed portion of this Agreement.

Suspension and Termination

In the event of suspension of Services, as outlined above or for any other reason beyond Consultant's control, Consultant shall have no liability to Client for delay or damage resulting from such suspension. Prior to resuming Services, Consultant shall be paid all fees earned prior to suspension together with all reimbursable expenses then due, along with any costs and expenses, including attorneys' fees, incurred collecting delinquent payments. In addition, Consultant's fees for remaining Services and associated time schedules will also be equitably adjusted.

This Agreement may be terminated for cause after a seven (7) days cure period by either party or for convenience upon notice period; seven (7) days written notice by Client. Upon termination, all invoices presented by Consultant for Services provided, including reimbursable expenses then due and any costs incurred in pursuit of delinquent payments, shall become immediately due and payable. In the event of termination for convenience, Client shall pay to Consultant a termination fee of 10% of fees not yet earned.

TASK ORDER

This is Task Order No. 12,
consisting of 2 pages.

Task Order

In accordance with Paragraph 1.01 of the Agreement Between Owner and Engineer for Professional Services ("Agreement"), Owner and Engineer agree as follows:

1. Background Data

Effective Date of Task Order: September 21st, 2023

Owner: Bismarck Parks & Recreation District

Engineer: Apex Engineering Group

Specific Project (title): South Washington Trail Extension – Meridian Drive to Sibley Park

Specific Project (description): Civil engineering services for multi-use path along South Washington Street from Meridian Drive to the Sibley Park Entrance.

2. Services of Engineer

The specific services to be provided or furnished by Engineer under this Task Order are:

See attached Scope of Services.

3. Owner's Responsibilities

Owner's responsibilities are set forth in the Agreement with the following modifications: **None**.

4. Task Order Schedule

The anticipated time period for providing Services is as follows:

See attached Scope of Services.

5. Payments to Engineer

Owner shall pay Engineer for services rendered under this Task Order as follows:

Item 1. Planning, Design, and Construction	\$68,976 Lump Sum
Item 2. Right of Way Acquisition	\$16,000 Hourly not to Exceed
Total (Items 1 and 2)	\$84,976

The terms of payment are set forth in the Agreement with the following modifications: **None**

Task Order Form

This document is based on part on excerpts from copyrighted EJCDC documents. Those portions of the text that originated in copyrighted EJCDC documents remain subject to the copyright.

6. Other Modifications to the Agreement:

Other terms and conditions of the Agreement that are modified in this Task Order are: **None**

7. Attachments:

a. Scope of Services

8. Terms and Conditions

Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

OWNER:

By: _____

Title: _____

Date
Signed: _____

ENGINEER:

By: Mike Berg

Title: Principal / Vice President

Date
Signed: 9.13.23

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: _____

Title: _____

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Thomas Demke, PE

Title: Project Manager

E-Mail
Address: Thomas.Demke@ApexEngGroup.com

Phone: 701-323-3960



Scope of Services

South Washington Trail Extension – Meridian Drive to Sibley Park Trail Route Evaluation

Bismarck Parks and Recreation District

September 13, 2023

Task No.	Description
1	Planning - Route Evaluation and Alternative Analysis
2	Design and Bidding
3	Construction Administration

Project Background

The Bismarck Parks and Recreation District plans to extend the South Washington Street Trail from South Meadows Park to General Sibley Park. The proposed trail would be a 10' wide asphalt path constructed adjacent to Washington Street, mostly in the Burleigh County right of way from Meridian Drive to General Sibley Park. A trail route evaluation is needed to better understand the route that best fits the needs of the BPRD. When a route is chosen the BPRD can move on to design, easement acquisition if needed, and construction.

Task 1 - Planning Phase - Trail Route Alternative Evaluation

Objective:

To investigate and develop alternatives for routing the proposed trail expansion and to verify feasibility of each route alternative. Provide benefits and constraints of alternative trail routes for the BPRD to better evaluate best alternative.

Activities:

1. Evaluate path routes:
 - A. Identify path route alternatives.
 - B. Collect City and County right of way information.
 - C. Field investigation to identify trees/obstacles.
 - D. Identify street/driveway crossing locations.
2. Alternative Analysis:
 - A. Discover Required easements and if the easement acquisition is viable.
 - Verbal communications with 4 landowners.
 - B. Evaluate street crossings.
 - C. Cost estimates
 - D. Select 3 best fit route alternatives. Provide advantages and challenges of each alternative.
 - Select preferred alternative with BPRD staff.

Bismarck Parks and Recreation District Responsibilities:

- ✓ Provide documents as requested.
- ✓ Attend meetings to discuss alternatives.

Apex Responsibilities and Deliverables:

- ✓ Develop 3 alternatives.
- ✓ Present alternatives in Tech Memo to BPRD.

Task 2 - Design Phase – Design and Bidding

Objective:

To provide design services for the proposed trail expansion, including Survey, plan development and coordinate easement acquisition for the route decided on in the Planning Phase.

Activities:

1. Preliminary Design:
 - A. Complete design survey.
 - B. Provide 30% plan set to be reviewed at Owner Review Meeting.
 - C. Begin easement acquisition and negotiations.
2. Final Design:
 - A. Complete 90% design documents, Including plan sheets and specifications.
 - B. Review 90% design documents with Owner.
3. Bidding Services:
 - A. Bid Advertising and Bid Opening
4. Right of Way:
 - A. Scope of right of way needs is unknown at this point. Apex is assuming Right of Way is needed on up to four parcels.

Bismarck Parks and Recreation District Responsibilities:

- ✓ Provide documents as requested.
- ✓ Attend meetings.

Apex Responsibilities and Deliverables:

- ✓ 30%, 90%, and Final Design Documents.

Task 3 - Construction Phase – Construction Administration

Objective:

To provide construction administration services for the proposed trail expansion, including Construction Contract Documents, Shop Drawing Review, and Project Closeout.

Activities:

3. Construction Administration:
 - A. Contractor Pay Applications.
 - B. Shop Drawing Review.
 - C. Project Closeout.

Bismarck Parks and Recreation District Responsibilities:


- ✓ Provide documents as requested.
- ✓ Attend meetings.

Project Schedule

<u>Task/Activity</u>	<u>Date (Week of)</u>
- Execute Agreement for Engineering Service	September 21 st , 2023
- Easement Document Requests and Field Investigation	September 25 th , 2023
- Alternative Analysis	October 2 nd , 2023
- Draft Technical Memorandum	October 16 th , 2023
- Contract Amendment for Design Phase	October 19 th Board Meeting
- Survey	October 23 rd , 2023
- 30% Design	November 2023
- 90% Design	December 2023
- Bid	February 2024

Let's Play!

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

FROM: Kevin Klipfel, Executive Director 

DATE: September 15, 2023

RE: Bismarck Youth Baseball Agreement Extension

Commissioners and President Gilbertson:

The Bismarck Youth Baseball agreement provides an opportunity to extend the agreement through December 31, 2029. The attached letter is their request to extend the agreement. Staff recommends Board approval.

A nationally accredited park and recreation agency.

Our Vision

Be the leader and premier provider of public parks, programs, facilities and leisure services.

Our Mission

Work with the community to provide residents and visitors the highest quality park, program, facility and event experience.

Core Purpose

Provide affordable, accessible, and sustainable public park and recreation services.

Our Values

Accountability	Diversity
Collaboration	Integrity
Community	Professionalism

August 15, 2023

Executive Director Kevin Klipfel
Bismarck Parks and Recreation District
400 E. Front Ave.
Bis., ND 58504

Subject: Extension of Field Use Agreement


Dear Director Klipfel,

I am writing to inform you that Bismarck Youth Baseball ("BYB" or the "Club"), would like to renew its field use Agreement for the Scheels baseball complex with the Park District of the city of Bismarck.

As you know, the original term of the field use Agreement for the Scheels baseball complex is for an initial period of five (5) years, beginning on January 1, 2020 and continuing through December 31, 2024. There is also an option for renewal on the same terms and conditions as described in the Agreement, for a second five (5) year period beginning on January 1, 2025 and continuing through December 31, 2029. Under the Agreement, the Club must notify the District, in writing, of its intent to exercise the option to renew granted herein by October 1, 2024.

BYB, through this letter, exercises its option to renew the Agreement with the District for an additional five years, or until December 31, 2029. Please let me know if this letter is sufficient, or whether you would like BYB and Parks to amend the existing Agreement to reflect the extension.

EXECUTION


CONTRACTOR NAME Bismarck Youth Baseball
PRINTED NAME: Matthew Sagsveen
SIGNATURE: 
TITLE: President, Bismarck Youth Baseball
DATE: August 15, 2023

BISMARCK PARKS AND RECREATION
PRINTED NAME:
SIGNATURE:
TITLE:
DATE:

Let's Play!

DATE: September 11, 2023

TO: Commissioners Jeske, Jordan, Odell, Zimmerman, and President Gilbertson
Kevin Klipfel, Executive Director

FROM: Mike Wald, Facilities and Programs Director 

RE: Agreement for Consideration

Staff have been working to update the Bismarck Public Schools agreement for consideration at the September Board meeting. Here is a summary of the agreement:

We have updated the Bismarck Public Schools agreement with the following proposed changes:

- Fee increase of approximately 5%.
- Additional team use fee increase.
- Updated the program and event dates in the agreement.
- Updated the language regarding liability insurance to reflect changes made during the 2021 legislative session.

This has been reviewed by Bismarck Public Schools, and staff requests Board approval of the proposed agreement. Please let me know if you have any questions.

A nationally accredited park and recreation agency.

Our Vision

Be the leader and premier provider of public parks, programs, facilities and leisure services.

Our Mission

Work with the community to provide residents and visitors the highest quality park, program, facility and event experience.

Core Purpose

Provide affordable, accessible, and sustainable public park and recreation services.

Our Values

Accountability	Diversity
Collaboration	Integrity
Community	Professionalism

Bismarck Public Schools Indoor Ice Arena Use Agreement

1. **Parties:** The parties to this agreement are the Park District of the city of Bismarck, North Dakota (herein after District), Bismarck, ND and the Bismarck Public School District (herein after BPS), Bismarck, ND.
2. **Purpose of this Agreement:** This agreement will establish basic guidelines for the use of VFW Sports Center (rink 1, HA Thompson & Sons Arena and First International Bank and Trust Arena) and Capital Ice Complex (Schaumberg and Wachter Arenas) by BPS for the following hockey teams:
 - High school varsity and junior variety boy's teams for Century High School, Bismarck High School and Legacy High School
 - High school varsity girl's teams for Bismarck High School and Century High School
 - Any other team sponsored by BPS must receive written approval of the Executive Director of Parks and Recreation. Rates for any additional team(s) will be \$14,490 per season per team.
3. **Terms of this Agreement:** November 6, 2023 through February 25, 2024 and November 11, 2024 through March 2, 2025. Any change to the term of this agreement must be requested and approved in writing.
4. **Practice Locations and Times:** Please refer to Exhibit A.
5. **Locker Rooms:** The varsity hockey teams will have use of a locker room where equipment can be stored overnight, Monday – Thursday, in the rink in which they are scheduled to practice.

The junior varsity teams will have use of a locker room depending on the practice location. Equipment storage overnight will not be provided for junior varsity teams.
6. **Rental Fee:** BPS shall pay the District \$115,920 for the 2023-2024 season and \$115,920 for the 2024-2025 season to cover ice usage in the arenas for the eight teams. The rental fee shall be paid as follows:

Payment due December 1, 2023	\$57,960
Payment due March 1, 2024	\$57,960
Payment due December 1, 2024	\$57,960
Payment due March 1, 2025	\$57,960

Pre-season Jamboree and regional tournaments will pay an additional rental fee. The rental rates will be \$3,520 for the West Region tournament. The District will provide billing statements to BPS.
7. **Maintenance:** The District agrees to provide all maintenance of arenas to include daily operation, cleaning, heat, utilities, and snow removal.
8. **Scheduling:** The District's Facilities Manager is the contact person for scheduling the arenas. Game schedules must be submitted prior to May 1 of each year. The District's

Facilities Manager will resolve all scheduling conflicts. Schedules may be changed or adjusted during school holidays with prior approval of the Facilities Manager.

The schedule may change at the discretion of the Facilities Manager for testing, tournaments, high school games, Bobcats games, playoffs or other special events.

9. **Food and Beverage Concessions:** The District shall have sole control of the food and beverage concessions. The District's exclusive beverage provider is Pepsi Beverages Company. BPS and booster clubs may use the District's contracted concessionaire for high school hockey activities at said arenas to include team potlucks, tournament socials, and special events.
10. **Merchandise:** BPS must receive approval from the Facilities Manager prior to selling skating equipment, clothing or other miscellaneous merchandise.
11. **Property Damage:** BPS agrees to pay, in addition to arena rental fees, any costs for damages sustained to the facility by staff, players, fans or associated staff (paid and volunteer) that is out of the ordinary to normal activity of BPS and related activities.
12. **Game Responsibilities:** BPS shall be responsible for scheduling officials, scorekeepers, goal judges, ticket sellers, and security for all high school varsity and junior varsity games.
13. **Ordinances and Rules:** BPS shall comply with all ordinances (Exhibit B) enacted by the District and all rules adopted by the District concerning the use of the indoor ice arenas.
1. **Insurance:** BPS shall carry a general liability insurance policy with the amount of coverage per person and per occurrence to meet or exceed the liability limit amounts for political subdivisions as provided in section 32-12.1-03 of the North Dakota Century Code concerning the operation of the activities described in this agreement and shall name the District as an additional insured. BPS shall provide the District with a copy of the certificate of insurance upon annual insurance renewal. BPS will insure all personal property stored on or within District property.
14. **Nondiscrimination Policy:** BPS shall not exclude anyone from participating in, deny anyone the benefits of, or otherwise subject anyone to discrimination on the basis of race, color, national origin, age, religion, sex, physical or mental disability, or status with respect to marriage or public assistance.

Michael Gilbertson, President
Board of Park Commissioners

Date

Darin Scherr
Business and Operations Manager
Bismarck Public School District

Date

Bismarck Public Schools Indoor Ice Arena Use Schedule

The following times are reserved for Varsity, Junior Varsity and Girls Hockey practices. BPS Activities Director will schedule high school practices within this schedule. Schedule will be as follows except on game days.

November 6, 2023 through February 25, 2024

	VFW #1	VFW #2	Schaumberg/Wachter
Monday	7:15 am – 9:00 am 3:30 pm – 6:00 pm	7:15 am – 9:00 am 3:45 pm – 6:15 pm	6:00 am – 7:15 am 4:00 pm – 5:15 pm
Tuesday	7:15 am – 9:00 am 3:30 pm – 6:00 pm	7:15 am – 9:00 am 3:45 pm – 6:15 pm	6:00 am – 7:15 am 4:00 pm – 5:15 pm
Wednesday	7:15 am – 9:00 am 3:30 pm – 6:00 pm	7:15 am – 9:00 am 3:45 pm – 6:15 pm	6:00 am – 7:15 am 4:00 pm – 5:15 pm
Thursday	7:15 am – 9:00 am 3:30 pm – 6:00 pm	7:15 am – 9:00 am 3:45 pm – 6:15 pm	6:00 am – 7:15 am 4:00 pm – 5:15 pm
Friday	7:15 am – 9:00 am 3:30 pm – 6:00 pm	7:15 am – 9:00 am 3:45 pm – 6:15 pm	6:00 am – 7:15 am 4:00 pm – 5:15 pm

November 11, 2024 through March 2, 2025

	VFW #1	VFW #2	VFW #3	Schaumberg/Wachter
Monday	3:30 pm – 6:00 pm	3:45 pm – 6:15 pm	3:45 pm – 6:30 pm	3:30 pm – 6:00 pm
Tuesday	3:30 pm – 6:00 pm	3:45 pm – 6:15 pm	3:45 pm – 6:30 pm	3:30 pm – 6:00 pm
Wednesday	3:30 pm – 6:00 pm	3:45 pm – 6:15 pm	3:45 pm – 6:30 pm	3:30 pm – 6:00 pm
Thursday	3:30 pm – 6:00 pm	3:45 pm – 6:15 pm	3:45 pm – 6:30 pm	3:30 pm – 6:00 pm
Friday	3:30 pm – 6:00 pm	3:45 pm – 6:15 pm	3:45 pm – 6:30 pm	3:30 pm – 6:00 pm

The arena schedule will follow the high school varsity and junior varsity game schedule with all boys' and girls' home games being played between the two complexes. Games are scheduled with the Facilities Manager. Playoff games will be scheduled as soon as possible.

Ordinances of the Park District of the City of Bismarck
Approved by the Board of Park Commissioners on December 15, 2011
Revised June 18, 2015

WHEREAS, the Park District of the City of Bismarck is a municipal subdivision organized pursuant to chapter 40-49 of the North Dakota Century Code ("N.D.C.C."); and
WHEREAS, Section 40-49-13, N.D.C.C., provides for the exercise of the powers of the Board of Park Commissioners by ordinance; and
WHEREAS, the Park District of the City of Bismarck has heretofore from time to time enacted ordinances pursuant to law and desires to amend and restate such ordinances.
NOW, THEREFORE, Be it enacted by the Board of Park Commissioners of the Park District of the City of Bismarck:

1. Authority

These ordinances are enacted pursuant to Section 40-49-12, N.D.C.C., and shall be known and cited as the ordinances of the Park District of the City of Bismarck.

2. Existence of the Park District

The Park District of the City of Bismarck ("Park District") has been created in accordance with the laws of the State of North Dakota. The Park District includes all of the park territory within the City of Bismarck and such other areas as may be incorporated in the city limits in the future, and such other areas that have been acquired by the Park District or are managed by the Park District and areas that are acquired by or managed by the Park District in the future.

3. Repeal

All ordinances previously adopted by the Park District (Section 25-16 through 25-141, Appendix A of Code of Ordinances, City of Bismarck) are hereby repealed as of the date of enactment of these revised ordinances; however, such prior ordinances shall apply to any acts or offenses committed prior to the repeal.

4. Scope

The provisions hereof are enacted for the regulation of the use and care of the parks and trees of the Park District of the city by the public, and nothing herein contained shall operate to restrain or hinder the park commission of the Park District, or the individual members thereof, or the employees of such commission, in the performance of their official duties.

5. Disposition of offenses

A criminal or non-criminal offense as set forth in the City Code of the City of Bismarck shall be punished pursuant to City Code as determined by the municipal court. Any violations of the North Dakota Century Code shall be dealt with in the district courts of North Dakota pursuant to the laws of North Dakota. Any violations of Park District ordinances shall be punished by a fine not more than five-hundred dollars (\$500.00) pursuant to the maximum penalty set forth in section 40-49-12(3), N.D.C.C. The municipal court of the City of Bismarck shall have jurisdiction over all Park District ordinance violations.

6. Enforcement

The Police Department of the City of Bismarck is hereby authorized to enter onto and to enforce all of the Park District ordinances and state statutes in the parks under the operation and control of the Park District in the city. The Burleigh County Sheriff is hereby authorized to enter onto and to enforce all of the Park District ordinances and state statutes in the parks under the operation and control of the Park District that are located in Burleigh County outside the city limits. Park District employees or agents of the Park District are authorized to enforce violations of Park District ordinances.

7. Meetings of the Board

The Board of Park Commissioners shall meet the third Thursday of every month at 5:15 p.m. in the City/County Building at 221 North 5th Street, Bismarck, unless some other time or place shall be specifically fixed by the board.

8. Operation of vehicles

- (1) In addition to the provisions of this ordinance, Title 12, Traffic Ordinances, of the City of Bismarck Code of Ordinances, as amended, shall apply to all Park District property.
- (2) No person shall operate any motorized vehicle on any area within the parks other than the roads, driveways or parking lots provided for such purposes. The prohibitions of this subsection do not apply to medical mobility devices, or vehicles used by peace officers, emergency personnel, maintenance personnel or special event personnel in the performance of their official duties.

9. Prohibited Acts

- (1) All offenses and provisions as set forth in Title 3, Animal Control and Protection, and Title 6, Criminal Offenses, of the City of Bismarck Code of Ordinances, as amended, shall apply to all Park District property.
- (2) It shall be unlawful for any person using parks under the operation and control of the Park District to perform any of the following acts:
- a. Use of glass beverage containers or to break any glass object.
 - b. Consume or possess alcoholic beverages without first obtaining a beverage permit from the Park District.
 - c. Ride or lead horses except in the Horse Arena.
 - d. Build any fire for any purposes, except in such places as may be designated by the Park District.
 - e. Posting of posters and advertisements.
 - f. Maintain any refreshment stand, offer any article of any character for sale, or conduct any business for profit on Park District property without obtaining a permit from the Park District.
 - g. Knowingly carry or discharge any dangerous or concealed weapon, or any firearms, gun, air rifle, slingshot or other similar weapon at an athletic or sporting event or a publicly owned or operated building except for (1) the use of bow and arrow within a designated archery range or with a Special Herd Reduction Deer bow license or a special turkey bow license issued by the North Dakota Game and Fish Department in Bismarck and a trespass permit issued by the Bismarck Chief of Police or (2) the use of approved equipment, such as BB guns, in Park District approved classes.
 - h. Permit any animal to run at large. Dogs must be leashed except in the leash-free area of a dog park.
 - i. Fail to promptly clean up and dispose of the excrement of an animal for which you are responsible that is deposited upon park property.
 - j. Hunting, trapping or killing of animals or birds, except for the use of bow and arrow within a designated area with a Special Herd Reduction Deer Bow license or a special turkey bow license issued by the North Dakota Game and Fish Department in Bismarck and a trespass permit issued by the Bismarck Chief of Police.
 - k. Camp overnight in any parks except General Sibley Park and Eagles Park with a permit from the Park District for overnight camping.
 - l. Enter upon any portion of a park which is temporarily or permanently closed to the public.
 - m. Bring in or dump, deposit or leave waste, garbage, refuse or other trash, except in proper receptacles where provided.
 - n. Deposit snow in any city park.
 - o. Violate posted or printed rules of the Park District.

10. Park Trees

The ordinances in Title 13, Trees and Vegetation, of the City of Bismarck Code of Ordinances, as amended, shall apply to all Park District property.

First Reading: November 17, 2011

Second Reading: December 15, 2011

Approved by the Board of Park Commissioners: December 15, 2011

Published in The Bismarck Tribune: December 20, 2011

Effective: December 23, 2011

Revision First Reading: May 21, 2015

Revision Second Reading: June 18, 2015


Approved by the Board of Park Commissioners: June 18, 2015

Published in The Bismarck Tribune: June 23, 2015

Effective: June 26, 2015

Let's Play!

TO: Commissioners Zimmerman, Jeske, Jordan, Odell and President Gilbertson
Kevin Klipfel, Executive Director

FROM: David Mayer, Operations Director 

DATE: August 31, 2023

RE: Request to Apply for Grant

Commissioners and Executive Director Klipfel:

Staff are proposing to submit a Transportation Alternatives grant application to the North Dakota Department of Transportation for fiscal year 2026. The proposed project is an extension of the Sunrise Trail from Sunrise Park to the planned East Century Avenue roadway extension. The trail connection would be a 10' shared use concrete trail that would begin at the furthest east point of the Sunrise Park trail loop and continue south to the East Century Avenue Trail for approximately 858 linear feet, or .16 miles.

The TA grant program is an 80/20 matching grant and, if the project is funded, construction would move forward in 2026. Staff requests Board authorization to submit the TA grant application to the City of Bismarck for endorsement. If the endorsement is secured, then the application would be forwarded to the North Dakota Department of Transportation.

A nationally accredited park and recreation agency.

Our Vision

Be the leader and premier provider of public parks, programs, facilities and leisure services.

Our Mission

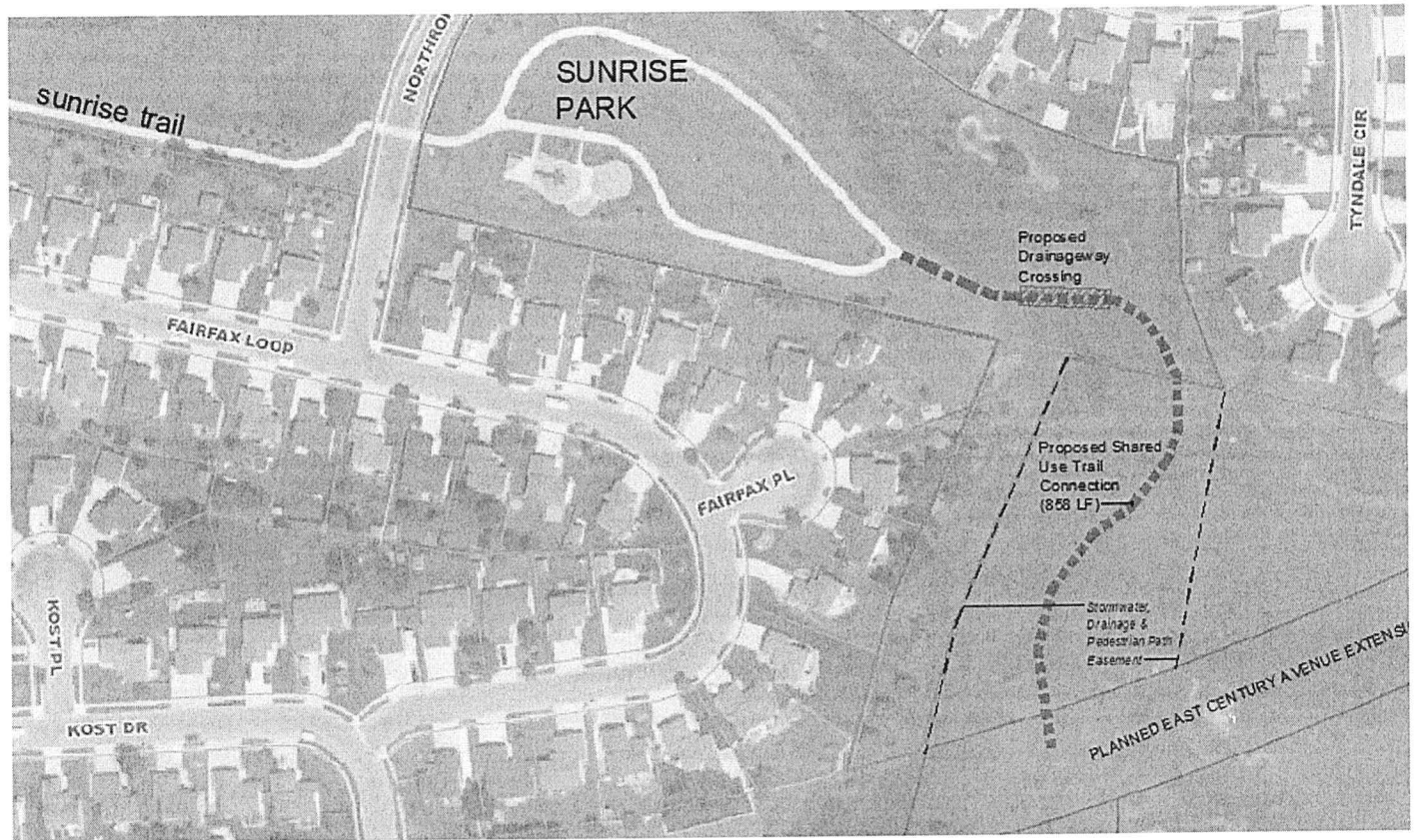
Work with the community to provide residents and visitors the highest quality park, program, facility and event experience.

Core Purpose

Provide affordable, accessible, and sustainable public park and recreation services.

Our Values


Accountability	Diversity
Collaboration	Integrity
Community	Professionalism



Let's Play!

DATE: September 5, 2023

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

FROM: Mike Wald, Facilities and Programs Director 

RE: Addendum to the Bismarck Hockey Boosters Indoor Ice Arena Agreement

Attached you will find the proposed addendum to the agreement between Bismarck Parks and Recreation District and the Bismarck Hockey Boosters. An adjustment was made to the Bismarck Public Schools hockey practice schedule, resulting in a decrease in total hours and amount charged for ice time for the Bismarck Hockey Boosters.

Staff have worked with the Bismarck Hockey Boosters regarding this change and are recommending approval of this addendum as presented. Thank you for your consideration of this request. Please let me know if you have any questions.

A nationally accredited park and recreation agency.

Our Vision

Be the leader and premier provider of public parks, programs, facilities and leisure services.

Our Mission

Work with the community to provide residents and visitors the highest quality park, program, facility and event experience.

Core Purpose

Provide affordable, accessible, and sustainable public park and recreation services.

Our Values

Accountability	Diversity
Collaboration	Integrity
Community	Professionalism

**Bismarck Hockey Boosters
Indoor Ice Arena Use Agreement Addendum**

This serves as an addendum to the agreement between the Park District of the city of Bismarck, North Dakota (District) and the Bismarck Hockey Boosters (BHB), Bismarck, North Dakota.

Changes are as follows:

- 4. Usage Fee:** BHB shall pay the District \$236,884 for the 2024-2025 season. The usage fee shall be paid in four installments on or before the following dates:

December 1, 2024	\$59,221
January 1, 2025	\$59,221
February 1, 2025	\$59,221
April 1, 2025	\$59,221

Rental of ice by BHB outside of the established contract dates will be \$85.00 per hour. Extension of contract terms must be in writing and receive written approval. BHB will be provided billing statements by the District.

The remaining items in the original agreement remain in effect.

November 11, 2024 to March 2, 2025

	VFW #1	VFW #2	VFW #3	Schaumburg	Wachter
Sunday	Open – 4:45 pm	Open – 7:30pm	Open – 2:45pm 5:15pm – 7:30pm	Open – 5:45pm	Open – 7:45 pm
Monday	6:00 am – 7:00 am 6:15 pm – Close	6:00 am – 7:00 am 6:30 pm – close	6:00 am – 7:00 am 6:45 pm – close	6:00 am – 7:00 am 8:30 pm – close	8:45pm – Close
Tuesday	6:00am – 7:00am 6:15 pm – Close	6:00 am – 7:00 am 6:30 pm – close	6:00 am – 7:00 am 6:45 pm – close	6:00 am – 7:00 am 8:15 pm – close	6:15pm – Close
Wednesday	6:00am – 7:00am 6:15 pm – Close	6:00 am – 7:00 am 6:30 pm – 7:30 pm	6:00 am – 7:00 am 6:45 pm – close	6:00 am – 7:00 am 8:15 pm – Close (Through Dec.) 6:00 pm – close (Starting Jan. 1 st)	6:15pm – Close
Thursday	6:00am – 7:00am 6:15 pm – Close	6:00 am – 7:00 am 6:30 pm – close	6:00 am – 7:00 am 6:45 pm – close	6:00 am – 7:00 am 8:45 pm – close	6:15pm – Close
Friday	6:00 am – 7:00 am 6:15 pm – Close	6:00 am – 7:00 am 6:30 pm – close	6:00 am – 7:00 am 6:45 pm – close	6:00 pm – close	6:15pm – Close
Saturday	Open – Close	11:30am – close	Open – close	Open – close	Open – 2:45 pm 5:15 pm – close

The remaining items in the original agreement are in effect during this period.

Michael Gilbertson, President
Board of Park Commissioners

Date

Mikayla Jablonski Jahner, Executive Director
Bismarck Hockey Boosters, Inc.

Date