

CITY OF WASHBURN

Outdoor Heritage Fund Grant

Application

City of Washburn, 907 Main Avenue, Washburn, ND, 58577

Contact Person: Milissa Price,

Phone 701-462-8558, FAX 701-462-8598

washaud@westriv.com washburnnd.com

2013

Outdoor Heritage Fund Grant Application

The purpose of the North Dakota Outdoor Heritage Fund is to provide funding to state agencies, tribal governments, political subdivisions, and nonprofit organizations to:

Directive A. Provide access to private and public lands for sportsmen, including projects that create fish and wildlife habitat and provide access for sportsmen;

Directive B. Improve, maintain, and restore water quality, soil conditions, plant diversity, animal systems and to support other practices of stewardship to enhance farming and ranching;

Directive C. Develop, enhance, conserve, and restore wildlife and fish habitat on private and public lands; and

Directive D. Conserve natural areas for recreation through the establishment and development of parks and other recreation areas.

Exemptions

Outdoor Heritage Fund grants may not be used to finance the following:

- A. Litigation;
- B. Lobbying activities;
- C. Any activity that would interfere, disrupt, or prevent activities associated with surface coal mining operations; sand, gravel, or scoria extraction activities; oil and gas operations; or other energy facility or infrastructure development;
- D. The acquisition of land or to encumber any land for a term longer than twenty years; or
- E. Projects outside this state or projects that are beyond the scope of defined activities that fulfill the purposes of Chapter 54-17.8 of the North Dakota Century Code.

Application Deadline

Applications for the first grant round cycle are due on **December 2, 2013 at 5:00 p.m. CST.** All information, including attachments, must be submitted by that date. See instructions below for submission information.

Instructions

It is our intent to have this form available on line. However, until that on-line form is available we are asking that you submit your application as a Word document. Please download this Word document (available on the Industrial Commission/Outdoor Heritage Fund Program website at <http://www.nd.gov/ndic/outdoor-infopage.htm>) to your computer and provide the information as requested. You are not limited to the spacing provided except in those instances where there is a limit on the number of words. After completing the application, save it and attach it to an e-mail and send it to outdoorheritage@nd.gov .Then submit the Word document as noted in the following paragraph.

Attachments in support of your application may be sent by mail to North Dakota Industrial Commission, ATTN: Outdoor Heritage Fund Program, State Capitol – Fourteenth Floor, 600 East Boulevard Ave. Dept. 405, Bismarck, ND 58505 or by e-mail to outdoorheritage@nd.gov . The application and all attachments must be received or postmarked by the application deadline. You will be sent a confirmation by e-mail of receipt of your application.

You may submit your application at any time prior to the application deadline. Early submission is appreciated and encouraged to allow adequate time to review your application and ensure that all required information has been included. Incomplete applications may not be considered for funding. Any item noted with an * is required.

Oral Presentation. Please note that you will be given an opportunity to make a ten-minute Oral Presentation at a meeting of the Outdoor Heritage Fund Advisory Board tentatively scheduled for the week of January 13, 2014. These presentations are strongly encouraged.

Open Record. Please note that your application and any attachments will be open records as defined by law and will be posted on the Industrial Commission/Outdoor Heritage Fund website.

Name of Organization * City of Washburn

Federal Tax ID# * 456002183

Contact Person/Title * Milissa Price, Auditor/Joan Zimmerman, Deputy Auditor

Address * 907 Main Avenue, PO Box 467

City * Washburn

State * ND

Zip Code * 58577

E-mail Address * cityofwashburn@westriv.com

Web Site Address (Optional) www.washburnd.com

Phone * 701-462-8558

Fax # (if available) 701-462-8598

List names of co-applicants if this is a joint proposal

MAJOR Directive: (select the Directive that best describes your grant request)*

Choose only one response

- Directive A.** Provide access to private and public lands for sportsmen, including projects that create fish and wildlife habitat and provide access for sportsmen;
- Directive B.** Improve, maintain, and restore water quality, soil conditions, plant diversity, animal systems and to support other practices of stewardship to enhance farming and ranching;
- Directive C.** Develop, enhance, conserve, and restore wildlife and fish habitat on private and public lands; and
- Directive D.** Conserve natural areas for recreation through the establishment and development of parks and other recreation areas.

Additional Directive: (select the directives that also apply to the grant application purpose)*

Choose all that apply

- Directive A.** Provide access to private and public lands for sportsmen, including projects that create fish and wildlife habitat and provide access for sportsmen;
- Directive B.** Improve, maintain, and restore water quality, soil conditions, plant diversity, animal systems and to support other practices of stewardship to enhance farming and ranching;
- Directive C.** Develop, enhance, conserve, and restore wildlife and fish habitat on private and public lands; and
- Directive D.** Conserve natural areas for recreation through the establishment and development of parks and other recreation areas.

Type of organization: (select the category that describes your organization)*

- State Agency
- Political Subdivision
- Tribal Entity
- Tax-exempt, nonprofit corporation, as described in United States Internal Revenue Code (26 U.S.C. § 501 (c))

Project Name* Riverside Park Enhancement Project

Abstract/Executive Summary. An Executive Summary of the project stating its objectives, expected results, duration, total project costs and participants.* (no more than 500 words)

The objective of the Washburn Riverside Park Enhancement Project is to create attainable and user friendly access points to the Missouri River by upgrading the existing gravel roadway through the park enhancing the area for families, tourists, fishermen and water enthusiasts. The completion of Riverside Park Road is the final phase in the Riverside Park Enhancement Project.



Riverside Park Road allows visitors access to the Historic Sioux Ferry, Frisbee golf course, and playground equipment; this area is also home to a new family fishing pier made possible through a grant from the ND Game & Fish. Primitive camping sites are available and although hookups are not offered, a comfort station and picnic shelters are available for public use. On the east end of Riverside Park Road is the courtesy boat dock and boat ramp and is a major attraction for boaters and fishermen due to the ease of access from Highway 200A.

Winding through the park is the Washburn Multi-use Trail (5.7 miles) which parallels the Sakakawea Scenic Byway and affords its visitors stunning views of the Missouri River. Interpretive signage along the trail shares tidbits of interest and informs of the rich history of the area.

Over the past 12 years, Riverside Park and the adjacent recreational facilities have been involved in numerous upgrades which have made the area more attractive to both residents and tourists. Upgrades such as the extensive rehabilitation of the Sioux Ferry, installation of new playground equipment, modern comfort station, family fishing pier and courtesy boat dock, have added immensely to the Riverside Park experience.

The City of Washburn was awarded a Special Road Funds Grant in 2012 for the reconstruction of Boat Ramp Road, a thoroughfare to the park; however driving through the park can become challenging during inclement weather due to deteriorating road conditions.

The following federal, state, city and local organizations have been instrumental in updating and improving the River Side Park and roadways in Washburn through grants, in-kind donations and labor:

- ND Parks & Recreation
- ND Game & Fish
- ND Department of Transportation
- National Scenic byways Program
- Lewis & Clark Fort Mandan Foundation
- Pennies for Parks
- Washburn Parks & Recreation
- City of Washburn
- Great River Energy
- Washburn Lions Club

The time frame for reconstruction on the entire length of Riverside Park Road is work is four weeks and is currently projected to be done in the fall of 2014.

Riverside Park is owned by the City of Washburn. Summer maintenance is provided by the Washburn Parks and Recreation Department and various civic volunteer organizations. The City of Washburn assumes responsibility during the remaining months which includes snow removal of roads and multi-use trail; upkeep and placement of fishing pier and courtesy boat docks.

Amount of Grant request \$ 756,616.00

Total Project Costs \$* Priority C, the reconstruction of Riverside Park Road, is the first choice for Washburn. If Priority C is not attainable goals, the City of Washburn respectfully requests that Priority A be given first consideration.

Priority A

Item Description	Qty	Unit	Unit Cost	Installed Cost
Bonding & Insurance	1	L.S.	\$14,000	\$14,000
Mobilization	1	L.S.	\$40,000	\$40,000
Erosion Control	1	L.S.	\$2,500	\$2,500
Traffic Control	1	L.S.	\$1,500	\$1,500
Road Construction 4" Asphalt road	5250	S.Y.	\$45	\$236,250
Site Restoration 6" Gravel Surface	150	S.Y.	\$24	\$3600
Hydroseed & Maintenance	1	L.S.	\$2,500	\$2,500
			Construction Costs	\$300,350
			15% Contingencies	\$45,053
			Total Construction Costs	\$345,403
			Engineering, Legal and Administration	\$60,000
			Total Project costs	\$405,000

Priority A, Riverside Park Road, is a 4" asphalt road reconstruction with a re-shaping of the existing millings preparation. The road travels through Riverside Park and connects to existing pavement near the intersection of Sixth Street and Second Avenue.

Three years ago, this road received millings from another street project in town and although this was an improvement from the existing gravel, it served only as a temporary solution. The road is seeing signs of failure and is in need of rehabilitation. The city engineer, Jasper Klein, AE2S, believes the base to be adequate, requiring only a reshaping of the existing millings or gravel.



Priority A

Improvements to the parks' facilities have turned this once forgotten treasure into a popular destination point for families and Missouri River lovers. Increased traffic, although achieves the overall goal of the Riverside Park Enhancement Project, has only exacerbated the already deteriorating condition of the road.

Priority B

Item Description	Qty	Unit	Unit Cost	Installed Cost
Bonding & Insurance	1	L.S.	\$27000	\$27000
Mobilization	1	L.S.	\$40000	\$40,000
Erosion Control	1	L.S.	\$2,500	\$2,500
Traffic Control	1	L.S.	\$1,500	\$1,500
Road Construction 4" Asphalt road	4050	S.Y.	\$45	\$182,250
Site Restoration 6" Gravel Surface	1000	S.Y.	\$24	\$24,000
Hydroseed & Maintenance	1	L.S.	\$1,500	\$1,500
Stormwater Infrastructure	1	L.S.	\$15000	\$15000
			Construction Costs	\$279,750
			15% Contingencies	\$41,963
			Total Construction Costs	\$321,713
			Engineering, Legal and Administration	\$56,000
			Total Project Costs	\$378,000

Priority B. Riverside Park Road boat ramp area, is a 4" asphalt road reconstruction with a reshaping of existing gravel preparation.

This portion of Riverside Park Road begins near the boat ramp in southwest Washburn, off of Highway 200A and continues southeast along the Missouri River; a staging area for boaters and water enthusiasts. This is the only access point to the Missouri River between Bismarck and the Garrison Dam, a span of 60 miles that offers its users river access combined with the convenience of modern facilities and a well-maintained boat dock.



Priority B

Priority C

Item Description	Qty	Unit	Unit Cost	Installed Cost
Bonding & Insurance	1	L.S.	\$41,000	\$41,000
Mobilization	1	L.S.	\$40,000	\$40,000
Erosion Control	1	L.S.	\$5000	\$5000
Traffic Control	1	L.S.	\$2500	\$2500
Road Construction 4" Asphalt road	9300	S.Y.	\$45	\$418,500
Site Restoration 6" Gravel Surface	1150	S.Y.	\$24	\$27,600
Hydroseed & Maintenance	1	L.S.	\$4000	\$4000
Stormwater Infrastructure	1	L.S.	\$15000	\$15,000
			Construction Costs	\$553600
			15% Contingencies	\$87,016
			Total Construction Costs	\$640616
			Engineering, Legal and Administration	\$116,000
			Total Project Costs	\$756,616

Priority C is the reconstruction of the entire length of Riverside Park Road, .59 mile. The project will entail a 4" asphalt road reconstruction with a reshaping of existing millings and gravel preparation.

With the influx of people visiting Riverside Park and the boat launch area, it is imperative to ensure not only the enjoyment of and access to the parks' facilities, but to also address the ongoing concerns for the safety of motorists and continued access to the Missouri River. The completion of the entire length of the road will achieve these goals.



Priority C

Amount of Matching Funds:

The City of Washburn is applying to a number of grants and hopes to secure up \$200,000 with a combination of in-kind donations and cash.

Source(s) of Matching Funds

City of Washburn

City of Washburn, Sales & Use Fund Grants

Transportation Alternatives Program, NDDOT, "Pending" Grant Application Approval

ND Game and Fish "Pending" Grant Application Approval

Certifications *

■ I certify that this application has been made with the support of the governing body and chief executive of my organization.

■ I certify that if awarded grant funding none of the funding will be used for any of the exemptions noted on Page 1 of this application.

Narrative

Organization Information

Washburn, ND is the oldest city in McLean County and has a long and interesting history that goes back centuries to the Lewis & Clark Expedition, Mandan Indians, and the Fur Trade Era in the early 1800's; the founding of Washburn in 1882 and the Historic Sioux Ferry in the 1950's.

The physical and economic landscape of Washburn changed in the 1970's with the development of the energy industry. Close to Washburn is Coal Creek Station, North Dakota's largest coal-fired electric generating plant. The Falkirk Mine, which provides lignite coal to the Coal Creek Station and Blue Flint Ethanol, maker and distributor of ethanol are also located outside of Washburn. Hundreds of jobs are generated from the three companies and provide a solid economic base for the community and region.

Today, Washburn is a vibrant and active community of approximately 1,300 residents with a strong volunteer spirit. The city has an excellent school, parks, community swimming pool, 18-hole golf course and a multi-use trail that circles the city giving its users stunning views of the Missouri River. There are many outdoor activities to take advantage of including bicycling, hiking, golfing, hunting, fishing and boating on the scenic Missouri River, all of which can be enjoyed at Riverside Park, which parallels the Sakakawea Scenic Byway.

The City of Washburn is governed by a five-person elected commission led by Duane Bauer, President. The Commission oversees various boards and committees: Planning and Zoning, Forestry, Beautification, Special Assessments, Sales & Use Tax, and the Washburn Renaissance Zone Authority. Committees are driven by civic volunteers and supported by; City Auditor, Milissa Price, Public Works Superintendent, Bryan Rothmann and an additional staff of four.

Purpose of Grant – Describe the proposed project identifying how the project will meet the specific directive(s) of the Outdoor Heritage Fund Program *

The objective of Directive A will be achieved by the paving of Riverside Park Road, which is the only access for sportsmen to the Washburn boat ramp, courtesy dock, and the family fishing pier. Although the distance of Riverside Park Road is over a half a mile, there are three park entrances that encourage its use.

The Washburn boat ramp is one of the first opened in the spring and the latest closed in the fall allowing sportsmen the most access to the Missouri River. However, wet weather at the beginning and end of the seasons causes the gravel turnaround to become difficult to maneuver when it becomes muddy and rutted.



Additional Directive D applies as we continue to conserve and improve Riverside Park through the paving of the road that travels through it.

Signs of the 2011 flood are still evident through park. The erosion of the bank for example, in front of the family fishing pier, shows significant signs of damage, which has caused the parking lot to drop almost a foot. This

created a safety hazard as the shoulder of the road subsequently slumped as well.

In an extreme measure to protect city infrastructure from flooding, City Engineers and City Public Works Department deemed it necessary to build an emergency dike around the intake building, also located along Riverside Park Road. The construction of the dike and its removal contributed significantly to the present overall poor quality of the road today.



Reconstruction and paving of Riverside Park Road will guard against further decline and allow safe travel through the Riverside Park area year round.

Management of Project – Provide a description of how the you will manage and oversee the project to ensure it is carried out on schedule and in a manner that best ensures its objectives will be met.*

The City engineering firm, AE2S, will lead the city through the construction process including; bidding, bonding and construction of the project. The overall management of the project is well defined and is a collaborative effort. Weekly meetings are held at City Hall with the contractor, City Auditor, Engineer and Public Works Department to address any questions or concerns, keeping everyone on the same page.

Milissa Price, City Auditor- Central contact for information on plans, bid process, bonding, accounts receivable and accounts payable. Ms. Price is in daily contact with the City Engineer and is kept abreast of potential problems, change orders and successes.

Jasper Klein, AE2S, City Engineer- Initial estimate of project, design and build. Mr. Klein has been working for the city for a numbers of years and we are extremely confident in his knowledge, skill and commitment to excellence. Mr. Klein or one of his employees is onsite at all times to ensure the work is completed per specifications, on time and without incident.

Derek Laning, City Commissioner, Street Portfolio- Mr. Laning is a hands-on Street Commissioner and is also a well respected Engineer. He makes himself available throughout all projects and attends and directs weekly update meetings.

Bryan Rothmann, City Superintendent-Daily progress reports of the project. Mr. Rothmann has been with the City of Washburn for 24 years and is our most important resource in the history of our facilities and streets.

Evaluation – Describe your plan to document progress and results. *

How will you tell if the project is successful? Please be specific on the methods you will utilize to measure success. Note that regular reporting, final evaluation and expenditure reports will be required for every grant awarded.

The Riverside Park Improvement Project will be considered successful when the final phase of our project, the paving of Riverside Park Road, is completed on time, as per specifications of the City Engineer, with the appropriate funding to pay all bills.

Riverside Park is hidden little gem along the Missouri River. It is tucked into the hill below the City of Washburn and is a peaceful little slice of heaven that at one time had been a bit forgotten and had become dated, prohibiting the enjoyment of its charm for many years. Improvements to the park over the past 12 years have brought visitors and families back for afternoons playing on the new equipment, boating from the courtesy dock or evening fishing on the family fishing pier.

A successful outcome is increased traffic to the improved recreational infrastructure and safe travel through the area.

Financial Information

ATTACHMENT: Project Budget – Using the standard project budget format that is available on the website at <http://www.nd.gov/ndic/outdoor-info/page.htm> , please include a detailed total project budget that specifically outlines all the funds you are requesting.*

The project budget should identify all matching funds, funding sources and indicate whether the matching funds are in the form of cash or in-kind services. As noted on the standard project budget format, certain values have been identified for in-kind services. Please utilize these values in identifying your matching funds. **NOTE: No indirect costs will be funded.**

■ I certify that a project budget will be sent to the Commission*

Sustainability – Indicate how the project will be funded or sustained in future years.

*Include information on the sustainability of this project after all the funding from the Outdoor Heritage Fund has been expended and whether the sustainability will be in the form of ongoing management or additional funding from a different source.

The City of Washburn and Washburn Parks and Recreation Department, assume all responsibility for the park and year round maintenance. Funds are directed to Riverside Park annually through the City of Washburn Budget.

City personnel store, maintain and place the docks in spring and fall, empty garbage and help maintain all facets of the park and trails year round. During the spring and summer months employees from the Washburn Parks and Recreation mow, trim and maintain bathrooms.

Riverside Park is accessible year round. Snow removal and street maintenance is performed by City of Washburn Public Works department.

Partial Funding – Indicate how the project will be affected if less funding is available than that requested. *

Partial funding will cause a delay in the project. The City of Washburn is currently in the process of major infrastructure upgrades that service residents and business directly. Due to the large scope of these ongoing projects, the maximum amount of cash the City is prepared to dedicate to this project is \$40,000 and \$10,000 in in-kind labor and equipment use. Any and all available grants that may apply to this project have been considered and will be applied for at the appropriate times.

Priority C, the reconstruction Riverside Park Road in its entirety, is the first choice for Washburn. If Priority C not an option at this time, the City of Washburn respectfully requests that Priority A be given first consideration.

Budget Standard Form

Please use the table below to provide a detailed total project budget that specifically outlines all the funds you are requesting and if there are any matching funds being utilized to fund this project. Please note if the matching funds are in the form of cash, indirect costs or in-kind services. The budget should identify all other committed funding sources and the amount of funding from each source. Match can come from any source (i.e. private sources, State and Federal funding, Tribal funding, etc.) Note match funding is not required but an application will be scored higher if match funding is provided. (See Scoring Form.)

Please feel free to add columns and rows as needed. Please include narrative to fully explain the proposed budget.

Note that NO INDIRECT COSTS will be funded from the Outdoor Heritage Fund.

Project Expense	OHF Request	Applicant's Match Share (Cash)	Applicant's Match Share (In-Kind)	Applicant's Match Share (Indirect)	Other Project Sponsor's Share
Priority A	\$ 405,000	\$20,000	\$5000	\$	* Special Road Fund, NDDOT& TAP grant 50,000
Priority B	\$378,000	\$20,000	\$5000	\$	* ND Game & Fish Cost Share Grant \$100,000
Priority C	\$756,616	\$40,000	\$10,000	\$	* Special Road Fund NDDOT&TAP \$50,000 *ND Game and Fish Cost Share Grant\$100,000
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
Total Project Costs	\$756616	\$40,000	\$20,000	\$	\$150,000

* NDDOT Special Road grant, ND TAP grant and the ND Game and Fish Cost Share grant will be applied for as match to this grant.

Scoring of Grants

All applications will be scored by the Outdoor Heritage Fund Advisory Board after your ten-minute oral presentation. The ranking sheet(s) that will be used by the Board is available on the website at <http://www.nd.gov/ndic/outdoor-infopage.htm> .

Awarding of Grants

All decisions on requests will be reported to applicants no later than 30 days after Industrial Commission consideration. Applicants whose proposals have been approved will receive a contract outlining the terms and conditions of the grant. Please note the appropriate sample contract for your organization on the website at <http://www.nd.gov/ndic/outdoor-infopage.htm> that set forth the general provisions that will be included in any contract issued by the North Dakota Industrial Commission. Please indicate if you can meet all the provisions of the sample contract. If there are provisions in that contract that your organization is unable to meet, please indicate below what those provisions would be. *

Responsibility of Recipient

The recipient of any grant from the Industrial Commission must use the funds awarded for the specific purpose described in the grant application and in accordance with the contract. The recipient cannot use any of the funds for the purposes stated under Exemptions on the first page of this application.

If you have any questions about the application or have trouble submitting the application, please contact Karlene Fine at 701-328-3722 or kfine@nd.gov