

Outdoor Heritage Fund Grant Application



Name of Organization Bowman Parks and Recreation

Federal Tax ID#* 45-0278944

Contact Person/Title* Jane Shastina, Program Assistant & Chanell Walby, Director

Address *PO Box 112, 305 1st St. SW

City * Bowman

State * North Dakota

Zip Code * 58623

E-mail Address * bowmanrec@ndsupernet.com

Web Site Address (Optional) bowmanparksandrec.org

Phone * 701-523-3896

MAJOR Directive:

- Directive A.** Providing access to private and public lands for sportsmen, including projects that create fish and wildlife habitat and provide access for sportsmen;
- Directive B.** Improving, maintaining and restoring water quality, soil conditions, plant diversity, animal systems and by supporting other practices of stewardship to enhance farming and ranching;
- Directive C.** Developing, enhancing, conserving and restoring wildlife and fish habitat on private and public lands; and
- Directive D.** Conserving natural areas and creating other areas for recreation through the establishment and development of parks and other recreation areas.

Additional Directive:

- Directive A.** Providing access to private and public lands for sportsmen, including projects that create fish and wildlife habitat and provide access for sportsmen;
- Directive B.** Improving, maintaining and restoring water quality, soil conditions, plant diversity, animal systems and by supporting other practices of stewardship to enhance farming and ranching;
- Directive C.** Developing, enhancing, conserving and restoring wildlife and fish habitat on private and public lands; and
- Directive D.** Conserving natural areas and creating other areas for recreation through the establishment and development of parks and other recreation areas.

Type of organization:

- State Agency
- Political Subdivision
- Tribal Entity
- Tax-exempt, nonprofit corporation.

Project Name*

Butte View Campground Full Hookup Project A

Abstract/Executive Summary

We take great pride in Butte View Campground, located in Bowman, North Dakota. It is one of the few campgrounds in Bowman and the only campground of such a large size. The campground includes 55 electric hook ups (6 50 amp, 25 30 amp, and 24 110 outlet sites), bathrooms, showers, water, dump stations and a playground.

With 55 sites available, we provide an ideal location for seasonal campers as well as those campers who happen to drive in. Of those 55 sites, we came to the conclusion that most of our revenue comes from two ways: (1) short-term vacancies come from recreational campers, and (2) long-term vacancies come from workers, mostly construction workers.

The demand of modern services for our campground has been increasing each year. In this past summer we have received many requests from our customers for full service sites. Significance of receiving this grant is critical to our revenue and to our community. We lose potential and former customers due to lacking full service sites. The demand for more 50 amp sites as well as for full-hook ups has been extremely high in the last few years. We have done some data researching and determined that even though we only have 6, 50 amps; their occupancy is the highest at all times, over 40%, and 110 outlets are barely being used.

The need for a higher number of 50 amps and full hook-ups keeps on being our main need that prevents us from maintaining our current customers as well as gaining new customers. Our town would also benefit from us updating our campground by receiving more revenue. With the help from this grant, we would like to update our campground to all full-service sites and add 50 amps to as many sites as possible. We also would like to level all of our sites, as well as add gravel to all the roads leading into the campground and to each site.

The new sites will be all full service with 30 and 50 amp hookups and accommodate the modern vehicles. We are certain that our customers would respond well to this change, as well as we would be able to obtain new customers.

Currently we employ campground hosts to maintain and operate the campground. We rely on our full-time maintenance supervisor and seasonal staff to maintain the facilities and grounds.

Total project cost comes down to ~~\$100,000.00~~ \$160,000 and it includes water, sewer, electrical to each 50 amp site. Leveling of all the sites, as well as distributing gravel on the roads that customers use driving to their site.

Project Duration:* April 1, 2016 – May 31, 2016

Amount of Grant request \$ * \$50,000.00

Total Project Costs ~~\$100,000.00~~ \$160,000

Amount of Matching Funds \$* \$50,000.00

Source(s) of Matching Funds* Bowman Parks and Recreation, Bowman County, City of Bowman, Bowman Tax & Tourism, North Dakota Parks and Recreation Department.

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

Bowman Parks and Recreation is located in a small, friendly community in Bowman, North Dakota. This organization was created in early 1980s by the Park Board that consisted of five individuals. We carry-on this tradition and on today's date this organization is ran by a five person Parks and Recreation Board. Our facility consists of a Director, Chanell Walby, two Program Assistants, a Clerk, Maintenance Supervisor and about 10 front desk employees. We hire campground hosts from May-November. During the months of summer, we open an outdoor pool and we hire lifeguards, on average 8-10 to teach the youth swimming lessons and accommodate regular swimmers. Throughout the year, we hire coaches, referees and officials for a variety of sports that we host, basketball, volleyball, and baseball to name just a few. We also hire additional seasonal maintenance employees due to the fact that Bowman Parks and Recreation oversees a variety of programs, activities and facilities throughout Bowman and summer is a very busy season for our organization. We currently don't have any volunteers.

The mission of Bowman Parks and Recreation is to serve the wellness and recreation needs of our tri-state area by providing community facilities and progressive programs across the generations. We serve the needs of the entire Bowman County which includes Rhame, Scranton, Gascoyne, and Bowman itself. Therefore, our organization serves the needs of over 3,000 community members.

Our youth programs include: girls volleyball, girls basketball, boys basketball, tumbling, tackle football, cheer, t-ball, baseball, softball, and swimming lessons. Our adult programs include: women's volleyball, men's basketball, coed volleyball, and coed softball. We also host special events such as Going for the Green 5K Fun Run/Walk, Missoula Children's Theatre, and a large craft fair called the Frosty Frolic.

Our organization oversees a number of facilities, Butte View Campground only being one of the few. We also oversee Rotary Park, Bowman City Park, Kiddie Park, James Field, Baseball/Softball Complex, the Dog Park, and the Ice Rink. We operate from the Rouzie Recreation Center where we hold most of our programs and activities. This facility consists of a gymnasium, a cardio room, a weight room, stage, an outdoor swimming pool, and a skateboard park. We offer memberships for people interested in maintaining their health goals. With the help of the Bowman/Slope Council on Aging we are providing free memberships to senior citizens of ages 60 and over from Bowman and Slope Counties. They also are invited to participate in the lap swim for free.

Purpose of Grant

Butte View Campground is a truly beautiful campground. It's located a mile south of town, in a peaceful region. Renovating our campground is something that we are truly passionate

about, and are hoping to start this new project in the summer of 2016. Our main goal is to raise this campground to its full potential. We realize that our campground is currently outdated. It doesn't have the electrical, water and sewer hookups to each camping site, and it's not able to accommodate modern campers and RV's due to only having 6 50 amp hook ups and only 25 30 amp hook ups. We, as well as the City of Bowman, lose revenue because we simply lose customers because of not being able to serve to their needs.

We are eager to make our campground something that our current and potential customers can appreciate and that enhances their level of comfort. This expansion project will accommodate modern campers and RV's, and will assist our small community in a potential revenue from our campers. We are here to serve the recreational needs and this Butte View Expansion Project would simply do that.

We also have been receiving a number of suggestions to level our sites, as well as add gravel to roads leading up to each camping site. We believe that replacing the existing soil with a surface that will withstand heavy use and erosion is a necessary factor in updating our campground. Leveling of our sites would provide easier access and improve access as well. It will make the process of getting their campers or RVs into their spot, much easier with this fix.

Management of Project

Project will be overseen by the Director of Bowman Parks and Recreation, Chanell Walby. The responsibility in making sure that the project is completed accurately and in appropriate time manner will be given to Aaron Jorgensen, who is a full time maintenance person hired by the Bowman Parks and Recreation Board. Twice a month, Chanell Walby will report to the Bowman Parks and Recreation Board who also will be given a responsibility to check on the project and to make sure that the project is being done correctly and in a timely manner. Our board consists of many successful career individuals in the fields of owning a store, owning a construction company, and working for such companies such as Montana Dakota Utilities and Slope Electric. With their help, we will be able to manage this project successfully.

Evaluation

We will evaluate the success of this project in a few different ways.

First of all, we have already discussed to distribute a survey to our campground customers asking them to evaluate our new renovations and provide feedback whether or not, they would come back to our campground, as well as provide further suggestions and recommendations.

Secondly, we keep track of the revenue that the campground brings in. We will compare the revenue from the previous year with the year when the campground was renovated to see what changes financially has this renovation provided.

Third, we keep track of our campground occupancy rates. We will compare these rates from the previous years with the year of when the campground was renovated and each year further on.

We are eager to renovate our campground! We are certain that this renovation will be a success and we are fully prepared to evaluate this success by distributing surveys to our customers and keeping track of our occupancy rates, as well as comparing revenue reports.

Financial Information

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	Total Each Project Expense
Construction-Water, Sewer, Electrical	\$25,000.00	\$2,500.00			\$52,500.00	\$80,000.00
Materials-Water, Sewer, Electrical Lines	\$25,000.00	\$2,500.00			\$52,500.00	\$80,000.00
Construction-Gravel Leveling/Roads	\$	\$	\$	\$	\$	\$
Materials-Gravel	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$
Total Costs	\$50,000.00	\$5,000.00	\$	\$	\$105,000	\$160,000.00

We collected estimates to determine the cost of our project. We came to conclude based on the fact that electrical hook up for one loop cost about \$9,000.00 or \$27,000 toward the project, and water/sewer costs about \$111,250 for 33 sites, the security system totals \$4,700, and the design fees estimated at \$10,000. ~~We also plan on adding wifi for customer use that is estimated at \$4,000.~~ Our renovation project is worth \$160,000.00. We also determine that the materials for this project will cost approximately \$80,000.00. Based on our data, we requested and were approved for \$35,000.00 from Bowman County, City - \$5,000.00, Bowman Tax & Tourism - \$5,000.00 and Bowman Parks and Recreation - \$5,000.00 (total \$50,000.00). We are seeking another \$50,000.00 in order to complete our project.

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

Sustainability

Below is a copy of our January-December 2014-2015 financial statement comparison. The 2015 budgeted expenses and incomes are already accounted for in our next budget cycle, as they are every year. At this point, we can easily sustain the campground.

	Jan 1- Dec 14, 2015	Jan 1-Dec 14, 2014
Income		
FUND-General Revenue		
Facilities Revenue		
Campground	24,097.50	34,343. 61
Total Facilities Revenue	24,097.50	34,343. 61
Total FUND-General Revenue	24,097.50	34,343. 61
Expenses		
FUND-General Expenses		
Facilities		
Repair/Upkeep	2,408.04	5,056.09
Utilities	2,698.00	3,408.90
Supplies/Mics	973.49	452.06
Campground-Other	3,867.62	0.00
Total Campground	9,947.15	8,917.05
Total Facilities	9,947.15	8,915.05
Total Fund-General Revenue	9,947.15	8,915.05
Total Expense	9,947.15	8,915.05
Net Income	14,150.35	25,426.56

The goal with this expansion is to ensure that our campground continues to be occupied and we maintain customers and are able to provide the necessary services. Over the next few years, we hope to add a few cabins and update our bathrooms/shower rooms. We have large hopes and see the full potential our campground could have. Our community members have expressed how nice our campground is, how welcoming our camp hosts are and how friendly our town is. Our first step in modernizing our campground is full hook up with 50 (and some 30) amps sites and adding water and sewer to each site. Our goal is to be able to welcome the modern campers and provide them with a comfortable stay. Providing full hook ups is the first step in achieving this goal.

Partial Funding

If we receive less funding than requested, the project will just be shortened in the number of full hookup camp sites with as many 50 amps as possible (the rest would be 30 amps). We would just add less than anticipated full-hook up sites with 50 amps, but we would, however, add as many as we could with the funding. Then the follow-up goal, would be in the future to finish adding all full hook-ups 50 amps camping sites.

Partnership Recognition

We would be honored to receive Outdoor Heritage Fund dollars in hopes to better Butte View Campground. We would definitely honor our partnership with your organization by displaying signs on the door of the Rouzie Recreation Center, which is our main facility that oversees the campground reservation and sustainability. We also would display a sign at the entrance of the Butte View Campground that would indicate the new renovations and who we have to thank for such opportunity. We as well would display our recent renovations and that Outdoor Heritage Fund made it possible on our website (www.bowmand.com), under the Butte View Campground Tab.

**Butte View Campground
Sanitary Sewer Improvement Project
Opinion of Probable Cost
March, 2016**



Item Description	Unit	Quantity	Unit Cost	Amount
Mobilization	L SUM	1	\$10,000.00	\$10,000.00
Exploratory Excavation	HR	20	\$300.00	\$6,000.00
1" Poly Water Service	L.F.	1,925	\$10.00	\$19,250.00
Farm Hydrant	EA.	21	\$500.00	\$10,500.00
Sanitary Sewage Septic System	L SUM	1	\$4,500.00	\$4,500.00
Drain Field Pipe	L.F.	340	\$15.00	\$5,100.00
4" PVC Sewer Main	L.F.	1,400	\$15.00	\$21,000.00
6" PVC Sewer Main	L.F.	650	\$24.00	\$15,600.00
6"x6"x4" - Wye	EA.	6	\$250.00	\$1,500.00
4"x4"x4" - Long Radius Wye	EA.	6	\$250.00	\$1,500.00
4" - 45° Bend	EA.	6	\$250.00	\$1,500.00
6" Sanitary Service/Cleanout	EA.	5	\$350.00	\$1,750.00
4" Sanitary Service/Cleanout	EA.	33	\$300.00	\$9,900.00
Aggregate Base Course	C.Y.	70	\$45.00	\$3,150.00
Seeding and Re-vegetation shall be completed by the Owner	-	-	\$0.00	\$0.00
ESTIMATED CONSTRUCTION COST			\$111,250.00	
Planning, Design and Construction Engineering			\$10,000.00	
OPINION OF PROBABLE COST			\$121,250.00	