

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, with higher priority given to projects that enhance conservation practices in this state by:

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.

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.

NO CONSIDERATION:

In addition to those specific items in law that are ineligible for funding, in the absence of a finding of exceptional circumstances by the Industrial Commission, the following projects will NOT receive consideration for funding:

- A completed project or project commenced before the grant application is submitted;
- A feasibility or research study;
- Maintenance costs;
- A paving project for a road or parking lot;
- A swimming pool or aquatic park;
- Personal property that is not affixed to the land;
- Playground equipment, except that grant funds may be provided for up to 25% of the cost of the equipment not exceeding \$10,000 per project and all playground equipment grants may not exceed 5% of the total grants per year (see Budget Form for how this will be calculated);
- Staffing or outside consultants except for costs for staffing or an outside consultant to design and implement an approved project based on the documented need of the applicant and the expenditures may not exceed 5% of the grant to a grantee if the grant exceeds \$250,000 and expenditures may not exceed 10% of the grant to a grantee if the grant is \$250,000 or less (see Budget Form for how this will be calculated);

- A building except for a building that is included as part of a comprehensive conservation plan for a new or expanded recreational project (see Budget Form for definition of comprehensive conservation plan and new or expanded recreational project); or
- A project in which the applicant is not directly involved in the execution and completion of the project.

Application Deadline

Applications for this grant round cycle are due on **July 15, 2018 at 5:00 p.m. CT.** All information, including attachments, must be submitted by that date. See instructions below for submission information.

Instructions

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 or print it and mail it to the address noted in the next 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. 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 * Bismarck Parks and Recreation District

Federal Tax ID# * 45-0409352

Contact Person/Title * David Mayer, Operations Director

Address * 400 East Front Avenue

City * Bismarck

State * North Dakota

Zip Code * 58504

E-mail Address * dmayer@bisparcs.org

Web Site Address (Optional) www.pisparks.org
Phone * 701-222-6464
Fax # (if available) 701-221-6838

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

NA – This is not a joint proposal

MAJOR Directive:

Choose only one response

- 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:

Choose all that apply

- 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 Hay Creek Bank Stabilization

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 Bismarck Parks and Recreation District (BPRD) intends to proactively stabilize a portion of the Hay Creek stream bank to prevent continued erosion, the potential loss of a valuable recreational resource and further degradation of the natural riparian habitat.

This project will accomplish key objectives by preserving and improving an important feature of a parks and recreation facility in our community. Protecting the west bank with riprap and using natural soil stabilization measures, where practical, will prevent further bank erosion and protect against a potential slope failure of the adjacent hillside. This failure would result in the loss of a primary trail connection segment along the multiuse pedestrian trail system and significant environmental impacts to the Hay Creek channel, floodplain and Pebble Creek Golf Course.

The project will provide both bank stability and restoration of the natural riparian areas that have severely eroded. Re-establishing the riparian environment along the west bank will maintain the slope and provide improved habitat in this area. In addition, work along the eastern bank to remove accumulated sediments will help to maintain water quality and channel conveyance on Hay Creek.

BPRD has recently completed an upper bank and trail stabilization and reconstruction project. The significant investment will ensure the slope and trail above this proposed project will be safe from upper slope impacts in the future.

Project Duration:* It is anticipated design will occur in late 2018 and construction would likely occur in the winter of 2018-2019.

Amount of Grant request \$ * 98,370.73 (44.85%)

This grant amount requested is based on 75% of the projected construction cost, including contingencies, and an allowable 10% for engineering design and construction management services. The remaining regulatory permitting and environmental costs (FEMA/USACE) are not eligible. An Opinion of Probable Cost and Budget is provided in **Attachment B**.

Total Project Costs \$* 219,327.64

BPRD is not requesting consideration of in-kind or indirect costs for matching funds.

A minimum of 25% Match Funding is required.
Amount of Matching Funds \$* 93,456.91 (42.61%)

Matching funds are based on direct payments for remaining construction costs, along with the remaining engineering and regulatory fees.

Source(s) of Matching Funds*

Matching funds will be provided through two sources. The first is through the BPRD's allocated funding, and the second is a contribution towards the engineering design costs by the Burleigh County Water Resource District, see letter in **Attachment C**.

Certifications *

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

X 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 – Briefly summarize your organization's history, mission, current programs and activities. *

Include an overview of your organizational structure, including board, staff and volunteer involvement. (no more than 300 words)

Bismarck Parks and Recreation District (BPRD) was established in 1927 and has a five-member Board of Park Commissioners, an Executive Director, three directors and a full-time staff of 64. In addition to full-time staff, BPRD also employs more than 900 seasonal, part-time staff members and partners with volunteer groups when appropriate. BPRD is an accredited agency and was a NRPA Gold Medal Winner in 2017.

The mission of BPRD is to work with the community to provide residents and visitors the highest quality parks, programs, facility and event experience. Our core purpose is to provide affordable, accessible and sustainable public park and recreation services. BPRD offers a large and diverse variety of recreational opportunities in both programs and facilities.

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

Identify project goals, strategies and benefits and your timetable for implementation. Include information about the need for the project and whether there is urgency for funding. Please indicate if this is a new project or if it is replacing funding that is no longer available to your organization. Identify any innovative features or processes of your project. Please note that if your proposal provides funding to an individual,

the names of the recipients must be reported to the Industrial Commission/Outdoor Heritage Fund. These names will be disclosed upon request.

If your project includes tree/shrub/grass planting, please provide a planting plan describing the site design, planting methods, number of trees/shrubs by species and stock size, grass species and future maintenance. A statement certifying that the applicant will adhere to USDA-NRCS tree/shrub/grass planting specifications along with the name of the governmental entity designing the planting may be substituted for a planting plan.

If your project includes Section 319 program funding, please provide, in detail, the specific best management practices that will be implemented and the specific projects for which you are seeking funding.

If you are requesting funding for fencing, please note that the Board/Commission's preference is for a minimum cost share of 40% by the recipient. Please include detailed information on the type of fencing to be installed, whether funding is requested for boundary fencing, new or replacement of existing fencing, and/or cross fencing.

The project's goal is to be proactive and restore, protect and maintain the natural stream bank, to prevent further degradation and increased risks for slope failure. This in turn will protect the existing Pebble Creek pedestrian trail system along Hay Creek as well as enhance existing park facilities. Preventing further erosion will improve water quality, soil conditions, and provide stable riparian habitat along the stream. The portion of Hay Creek that is affected is in a high traffic area adjacent to both the shared use path system as well as within the Pebble Creek Golf Course. The proactive nature of this project seeks to repair current erosion and stop it from progressing to a point where a major slope failure could occur and the repair will be more damaging and costly. The grant funding would help to preserve and protect the riparian habitat environment and stream water quality enjoyed by community residents.

Attachment A contains location maps, figures and annotated photos documenting site conditions, and a preliminary design layout. Utilizing both natural and manmade products, the banks of Hay Creek will be protected and natural vegetation reestablished on eroded areas and those disturbed by construction. On suitable portions of the restoration a permanent turf reinforcement will be utilized to stabilize the bank while providing a native grass vegetative cover.

The increased rate of erosion in this area is a function of several factors. Above average rainfalls resulting in increased flows and flow duration on Hay Creek is the first factor. The proposed project area is critical due to the steep nature of the uphill slope to the west. The impact of above average rainfalls is exacerbated, to an undetermined degree, by increased urban development within Bismarck. Protecting the banks from these flows will prevent further bank erosion. This project also will improve the habitat quality along the trail system, as well as within the adjacent golf course. Protecting and restoring habitat will attract birds and animals to the area for residents and visitors to enjoy while utilizing the provided facilities.

The proposed project will take an innovative approach by considering both hard (riprap) and soft (vegetation) stabilization measures and applying them where they best provide the intended purpose. Habitat restoration will principally consist of planting native grasses to

provide diversity along the stream, as the upper slope is already heavily populated with native woody vegetation.

If selected this project will likely be designed in 2018 with construction in the winter of 2018-2019.

Management of Project – Provide a description of how 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.*

Include a brief background and work experience for those managing the project.

The project will be designed by Houston Engineering Inc. (HEI). HEI is an approved engineering consultant for BRPD and is experienced in the design and construction of such projects. Braun Intertec, a geotechnical subconsultant to HEI, is also available to assist with site review and slope design/stability considerations, as necessary.

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.

Measuring the project’s success will be based on preserving the integrity of the bank line and slope, as well as monitoring the re-establishment of the natural plants and grasses within the disturbed areas. The biggest success will be protecting the bank slope and reversing the declining conditions to prevent further destruction of the riparian environment along Hay Creek.

Financial Information

ATTACHMENT: Project Budget – Using the standard project budget format that is available on the website at <http://www.nd.gov/ndic/outdoor-infopage.htm> , please include a detailed total project budget that specifically outlines all the funds you are requesting. Note that a minimum of 25% match funding is required.*

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. Effective July 1, 2015 no State General Fund dollars can be used for a match unless funding was legislatively appropriated for that purpose. 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.**

An opinion of probable cost and budget summary, including matching funds is provided in **Attachment B.**

X I certify that a project budget will be sent to the Commission*
This budget is included in the attachment to this submittal

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.

After construction and vegetation re-established the project will be mostly self-sustainable and require minimal maintenance. Routine maintenance will be completed by BPRD as part of their golf course and trails operations.

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

If for some reason the grant is either not or only partially funded, BPRD would have to secure funds from within its other budgeted items. No additional funds are available from the BCWRD or other sources that we are currently aware of or contacted. An inquiry was made regarding Section 319 funding, however further discussions would be necessary and currently those funds are limited and may not be available.

Partnership Recognition - If you are a successful recipient of Outdoor Heritage Fund dollars, how would you recognize the Outdoor Heritage Fund partnership? * Please note it is a requirement that there be signage at the location of the project acknowledging the funding from the Outdoor Heritage Fund if appropriate for your project.

Yes, preliminarily our plans are to place two signs along the shared use path, one to the south of the restoration area and one to the north.

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. The Commission can set a limit on duration of an offer on each application or if there isn't a specific date indicated in the application for implementation of the project, then the applicant has until the next Outdoor Heritage Fund Advisory Board regular meeting to sign the contract and get the project underway or the commitment for funding will be terminated and the applicant may resubmit for funding. 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. *

The BPRD is willing to comply with the provisions of the sample contract

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

Revised: December 14, 2017

Attachment A

Aerial Location Maps

Slope Cross Section

Annotated Site Photos

Trail system and Project Layout

Location Map





5/2007

2007 Aerial Photo
Major slope failure on west bank line
This created the existing vertical bank,
which has continued to erode west

Arizona Dr

Pabbie Creek Loop

Bank Failure

image © 2016 DigitalGlobe

Google earth

Imagery Date: 5/16/2007 46°50'23.40" N 100°45'23.06" W elev 1771 ft eye alt 2275 ft

TOPOGRAPHIC SURVEY



LEGEND

- MEASUREMENT POINT 
- MEASUREMENT SET 
- ADIRALY 
- CONCRETE 
- IMPAVED PAVL 
- CURBLNG ALTRN 
- SOIL BARRER 
- BREAK LINE 

TOPO SURVEY
ARIZONA DRIVE
BISMARCK, NORTH DAKOTA

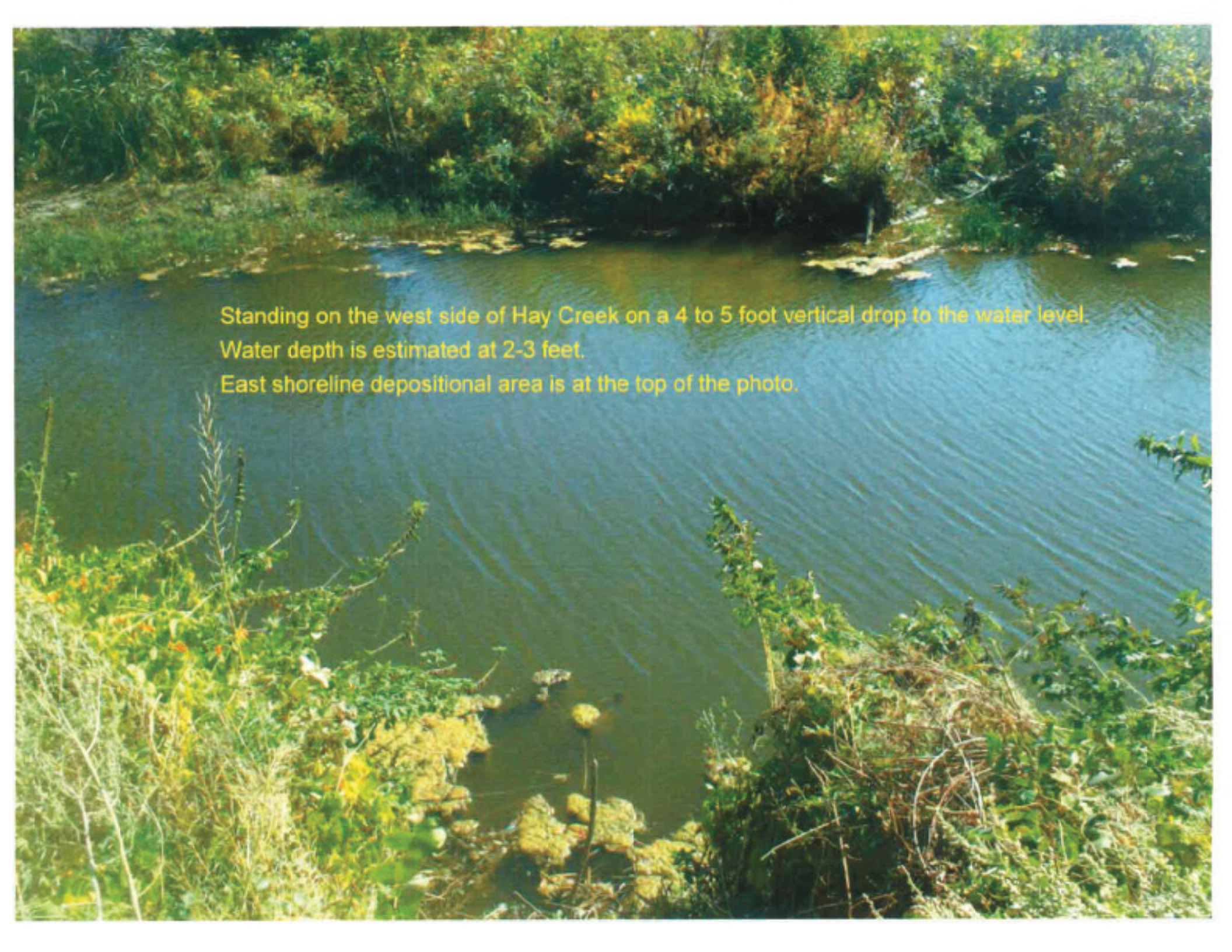


Bismarck
705 475 5946
475 475 6000

Looking south on Hay Creek, vertical bank slope to the west (right) is hidden under the trees and heavy overgrowth. Erosion and undercutting in this area will result in upper slope failure, if allowed to continue. Subsequent loss of the pedestrian trail will eventually occur, which would be a non-recoverable condition.

4 - 5 foot vertical
cut bank behind trees
water depth 2 - 3 feet



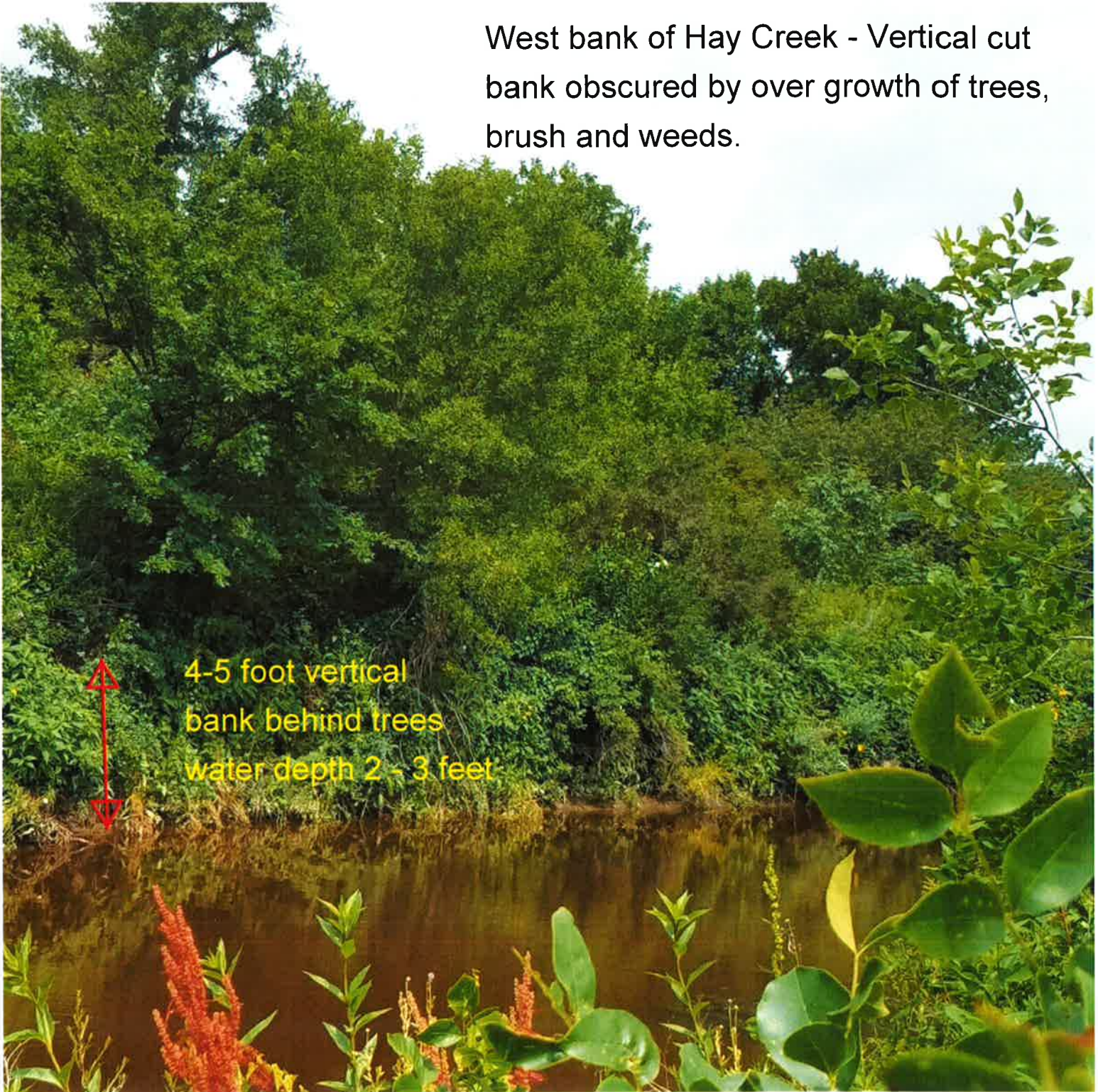
A photograph of a creek, identified as Hay Creek, with a steep bank on the left side. The water is a dark, rippling blue-green color. The top of the image shows a depositional area with some rocks and sparse vegetation. The foreground is filled with dense, green and yellowish vegetation, including tall grasses and shrubs. The background is a dense forest of green trees and bushes.

Standing on the west side of Hay Creek on a 4 to 5 foot vertical drop to the water level.
Water depth is estimated at 2-3 feet.
East shoreline depositional area is at the top of the photo.

Photo of the vertical cut bank - looking down at ~ 4 + ft this location
Access to this point from above is now restricted
by the upper slope failure and trees. This was a
previous observation path to survey the slope conditions



West bank of Hay Creek - Vertical cut bank obscured by over growth of trees, brush and weeds.

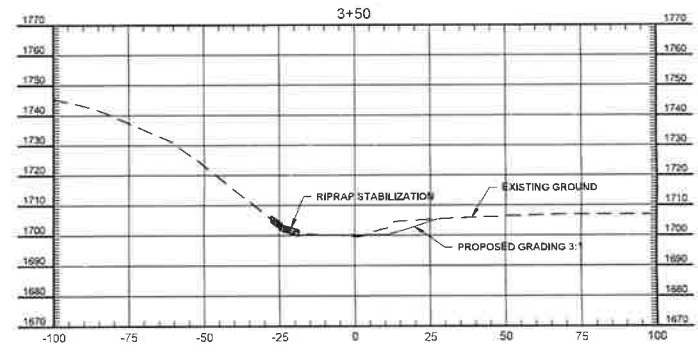
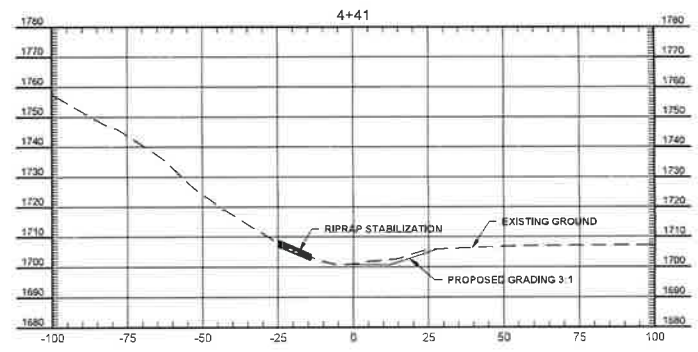
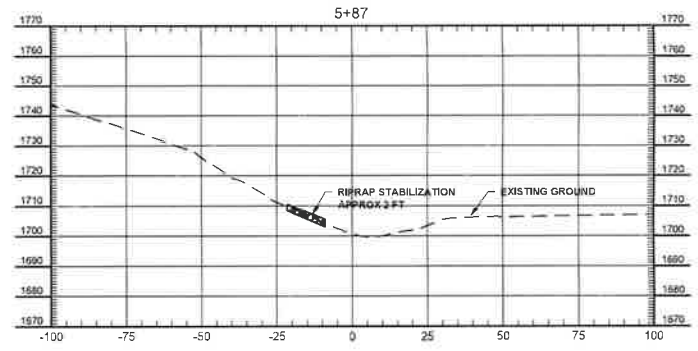
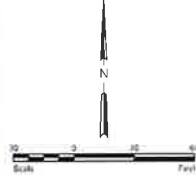
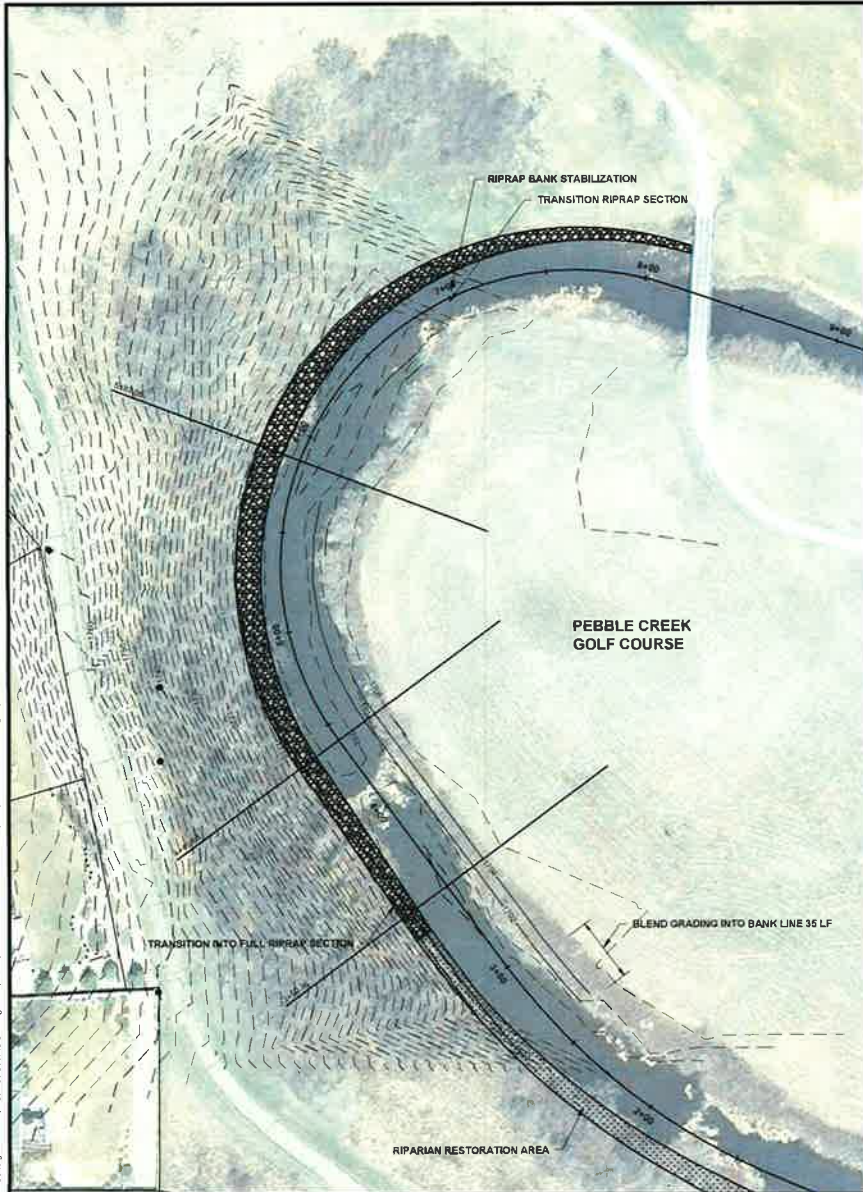


4-5 foot vertical
bank behind trees
water depth 2 - 3 feet

Pedestrian Trail is at this level above the creek.



H:\Projects\6025 Bunk St Co\6025-018 ECRWD Drainage Components\05-018-031 Pebble Creek Tru (CAD)\Bank Stab\Hanson.dwg, 4/24/2017 11:30 AM (xswd)



NO.	REVISION	DATE	BY



Bismarck
 Drawn by AV Date 5-26-2016
 Checked by MHG Scale AS SHOWN

HAY CREEK BANK STABILIZATION
 BISMARCK PARKS AND RECREATION DISTRICT
 BISMARCK, NORTH DAKOTA

STABILIZATION PLAN
 PROJECT NO. 6025-018

SHEET
 1 of 1

Attachment B

Opinion of Probable Cost and Budget

Hay Creek Bank Stabilization – Budget Standard Form
 Bismarck Parks and Recreation District
 Bismarck, North Dakota
 7/11/2018

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 Costs (2)	\$89,870.73	\$29,956.91	\$	\$	\$	\$119,827.64
Engineering Design (3)(4)	\$5,500.00	\$22,000.00	\$	\$	\$27,500.00	\$55,000.00
Construction Management Services (4)	\$3,000.00	\$27,000.00	\$	\$	\$	\$30,000.00
FEMA Fees (5)	\$	\$14,500.00	\$	\$	\$	\$14,500.00
Total Costs	\$98,370.73	\$93,456.91	\$	\$	\$27,500.00	\$219,327.64

- 1) Grant request is based on 75% of the construction cost and 10% of Engineering Design and Construction Management Services
- 2) Construction costs include restoration of eroded areas and bank stabilization using rip rap and turf reinforcement (native grasses) – A unit cost breakdown is available
- 3) The Burleigh County Water Resource District has committed to participating in 50% of the engineering Design cost – see attachment C
- 4) Houston Engineering has been retained to complete the design, bidding and provide Construction Management Services
- 5) Project is located in the Hay Creek Floodplain and Floodway; therefore a conditional Letter of Map Revision is required followed by a Letter of Map Revision. These fees are associated with the submittal of the CLOMR and LOMR document to FEMA.

Hay Creek Bank Stabilization - Opinion of Probable Costs (Project Budget)

Bismarck Parks and Recreation District

Outdoor Heritage Fund Grant Application

HEI Project No. 6192-008

Date: 4/26/2017

Revised: 6/14/18

TOTAL ESTIMATED QUANTITIES

Description	Unit	QUANTITY	Unit Price	Total Cost
CONTRACT BOND	LSUM	1	\$2,465	\$2,464.58
MOBILIZATION	LSUM	1	\$7,887	\$7,886.64
CLEARING AND GRUBBING	LSUM	1	\$15,000	\$15,000.00
EARTHWORK	CY	1,000	\$8.00	\$8,000.00
TOPSOIL STRIPPING	CY	93	\$5.00	\$465.00
TOPSOIL-PLACEMENT	CY	93	\$5.00	\$465.00
FIBER ROLLS 12IN	LF	1,200	\$4.80	\$5,760.00
RIPRAP-TYPE RH	TON	750	\$85.00	\$63,750.00
EROSION CONTROL BLANKET	SY	556	\$4.25	\$2,363.00
SEEDING CLASS IV	SY	556	\$5.00	\$2,780.00
CONSTRUCTION COST				\$108,934.22
10% CONTINGENCIES				\$10,893.42
ENGINEERING DESIGN/ENVIRONMENTAL/PERMITTING				\$55,000.00
CONSTRUCTION MANAGEMENT SERVICES (CMS)				\$30,000.00
TOTAL CONSTRUCTION COST				\$204,827.64

FEMA Fees Estimated

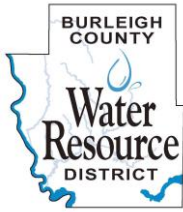
Conditional Letter of Map Revision	\$	6,500.00
Letter of Map Revision	\$	8,000.00
	\$	14,500.00

Combined Costs and Fees **\$ 219,327.64**

			Share of Cost
Heritage Fund Grant Request (75% + 10% Eng/CMS)	\$	98,370.73	44.85%
Burleigh County Water Resource District	\$	27,500.00	12.54%
Bismarck Parks and Recreation District	\$	93,456.91	42.61%
	\$	219,327.64	100%

Appendix C

Burleigh County Water Resource District Support and Cost Share Contribution



Burleigh County Water Resource District

**1811 East Thayer Avenue
Bismarck, North Dakota 58501
(701) 222-3499
www.bcwrdd.org**

July 13, 2018

Randy Bina, Executive Director
Bismarck Parks and Recreation District
400 East Front Avenue
Bismarck, ND 58504

Re: Pebble Creek Golf Course – Hay Creek Bank Stabilization

The Burleigh County Water Resource District (BCWRD) previously approved the Bismarck Parks and Recreation District's (BPRD) request to participate in a portion of the engineering costs associated with the proposed Hay Creek bank stabilization. This project being located along the west of Hay Creek within the Pebble Creek Golf Course. The project's purpose is to restore and stabilize the existing deteriorated bank line and protect the adjoining slope from potential failure. Such a failure would cause significant damages to the creek, golf course, and the pedestrian trail located up slope to the west. This trail and the Hay Creek corridor provides an excellent outdoor experience and overview of the Hay Creek Valley that needs to be protected and preserved. We understand the BPRD is reapplying for an Outdoor Heritage Fund Grant, and this letter will be included in that submittal to document our commitment to the project.

Subsequently, the BCWRD has approved participation in an amount not to exceed 50% of the projected engineering design costs or \$27,500. The BCWRD funds would be available to assist in stabilization on Hay Creek as the work is completed, based on documentation of the actual expenditures prior to release of the funds.

If you have questions, please let me know.

Sincerely,

A handwritten signature in blue ink that reads "Greg Larson".

Greg Larson, Chairman

C: BCWRD Managers
Michael H. Gunsch, PE, CFM, Houston Engineering, Inc.

Current Board Members:

Greg Larson, Chairman, Bismarck 400-7217 Dennis Reep, Vice Chairman, Bismarck 223-7052 Rick Detwiller, Secretary Treasurer, Bismarck 223-8782
Rodney Beck, Bismarck 220-5313 John Trygg, Bismarck 226-6166