

4167 - Outdoor Recreation Area-Phase One

Application Details

Funding Opportunity:	3515-Outdoor Heritage Fund September 2020 - Round 17	Initial Submit Date:	Sep 1, 2020 11:58 AM
Funding Opportunity Due Date:	Sep 2, 2020 5:00 PM	Initially Submitted By:	Elly Deslauriers
Program Area:	Outdoor Heritage Fund	Last Submit Date:	Sep 11, 2020 11:04 AM
Status:	Under Review	Last Submitted By:	Elly Deslauriers
Stage:	Final Application		

Contact Information

Primary Contact Information

Active User*:	Yes
Type:	External User
Name:	Ms. Elly Middle Name Salutation First Name
	Deslauriers Last Name
Title:	Director of Marketing and Development
Email*:	elly@minotparks.com
Address*:	3313 SEDONA CT

Organization Information

Status*:	Approved
Name*:	Minot Park District
Organization Type*:	Political Subdivision
Tax Id:	
Organization Website:	https://minotparks.com/
Address*:	420 3rd Ave SW
	Minot North Dakota City State/Province
	58701-____ Postal Code/Zip
Phone*:	(701) 857-4136 Ext. ###-###-####
Fax:	###-###-####
Benefactor:	
Vendor ID:	

	MINOT North Dakota City State/Province
	58701 Postal Code/Zip
Phone*:	(701) 240-4126 Ext. Phone ###-###-####
Fax:	###-###-####

Comments:

PeopleSoft

Supplier ID:

Comments::

Location Code:

**SAM.gov Entity
ID:**

**SAM.gov
Name:**

**SAM.gov Entity
ID Expiration
Date:**

State Issued ID:

Category #:

Year Begin:

Year Closed:

NCES#:

Budget

Objective of Grant

Objective of Grant:

The objective of this project is to provide access for people of all ages and abilities the opportunity to enjoy conservation through the use of trails on a beautiful piece of undeveloped land on the West side of the Magic City.

Summary

Grant Request:	\$373,175.00
Matching Funds:	\$156,596.20
Total Project Costs:	\$529,771.20
You must have at least 25% match	
Percentage of Match:	29.56%

Project Expenses

Project Expense Description	OHF Request	Match Share (Cash)	Match Share (In-Kind)	Match Share (Indirect)	Other Project Sponsor's Share	Total Each Project Expense
Site Preparation and Mobilization	\$40,600.00	\$39,500.00	\$0.00	\$0.00	\$0.00	\$80,100.00
Site Furnishings	\$48,400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$48,400.00
Aggregate and Concrete Surface Trails	\$209,515.00	\$0.00	\$0.00	\$0.00	\$0.00	\$209,515.00
Earthen Surface Trail	\$56,160.00	\$0.00	\$0.00	\$0.00	\$0.00	\$56,160.00
Contingency	\$0.00	\$78,835.00	\$0.00	\$0.00	\$0.00	\$78,835.00
Design and Construction Administration	\$18,500.00	\$38,261.20	\$0.00	\$0.00	\$0.00	\$56,761.20
	\$373,175.00	\$156,596.20	\$0.00	\$0.00	\$0.00	\$529,771.20

Budget Narrative

Budget Narrative:

The budget is divided into six different sections including site preparation, site furnishings, aggregate and concrete surface trails, earthen surface trails, contingency, and design and construction administration. The OHF request for site preparation and mobilization is \$40,600.00 with a cash match from the MPD OF \$40,600 covering the contract bond, mobilization, materials testing, and the construction entrance. The OHF request for site furnishing benches, trash receptacles, trail signage, and paste waste stations in the amount of \$48,400.00. The OHF request for aggregate and concrete trails is \$209,515.00. The OHF request for earthen surface trails is \$56,160.00. The MPD matching request for contingency is \$78,835.00. The OHF request for design and construction administration is \$19,000.00. The MPD match for design and construction is \$37,761.20.

Bid Attachments

Description	File Name	Type	Size	Upload Date
Please see the attached opinion of cost for the Minot Family Recreation Area Trails Plan.	20200831-MinotFamilyRec-Trails-2020HeritageFundGrantApp-OpinionOfCost_Final-Ph1.pdf	pdf	88 KB	09/11/2020 10:56 AM

Match Funding

Match Amount	Funding Source	Match Type
\$156,096.20	Minot Park District	Cash
\$156,096.20		

In-Kind

In-Kind Total:

Description

Directives

Major Directive*:	Directive D Choose One
Additional Directive:	Choose All That Apply
Type of Agency*:	Political Subdivision Choose One

Abstract/Executive Summary

Abstract/Executive Summary*:

After the devastating flood in 2011, the Minot Park District began efforts to explore potential properties for the implementation of a new public golf course and recreation area due to the extensive flood damage at the Souris Valley Golf Course and other City parks throughout the Souris River floodplain in Minot. This, in conjunction with the ongoing energy-related population growth, has placed significant pressure on the supply and demand of outdoor recreational opportunities in Minot.

The site chosen for the Minot Family Recreation Area consists of 240-acres of undeveloped property on the western edge of the City of Minot. The Minot Park District has adopted a master plan developed for the entire 240-acre site that includes preserved natural prairie areas, recreational trails (hiking, mountain biking trails, paved, unpaved, shared-use paths), picnic areas, winter park (cross country skiing, snowshoeing, and sledding/tubing runs), stormwater management & irrigation supply areas that serve a dual purpose as stocked fishing ponds, and community partnership opportunities (community gardens, orchard, fitness challenge courses) and in the long term an 18 hole golf course.

The trails portion of the 240-acre master plan comprises 1.75 miles of trails. These trails will consist of both natural mowed trails as well as concrete and aggregate trails that will provide people of all abilities to have access to this beautiful piece of public property.

The grant funding requested will be used for trail development and site furnishings. This relatively untouched piece of land on the West side of the Magic City is just waiting to be discovered by people of all ages and abilities. By purchasing this land as the Minot Park District, we have the opportunity to provide not only the people of our community but people around our region the chance to see firsthand why conservation is so important. This land will never be developed into housing and will be here for generations to come and enjoy. We want to preserve the natural landscape and vegetation. We want families to discover that a prickly pear cactus does really exist on the rolling prairies of North Dakota but first, we must provide them access to it. It is what we believe to be conservation at its finest and also is a perfect example of Directive D.

The Minot Park District will manage and provide regular maintenance of the trails for the long term and will not convey or sell the property for other purposes. They will measure the success of the trails by continually communicating with community members, stakeholders, and visitors of the park through user-group surveys, public input, and ongoing social media outlets.

Project Duration

Project Duration*:

The Minot Park District is planning for phase one construction to start in the spring of 2021 and complete in the fall of 2021, depending on successful construction bids for the project.

Narrative

Narrative

Briefly summarize your organization's history, mission, current programs and activities. Include an overview of your organizational structure, including board, staff and volunteer involvement.

Organization Information*:

The mission of the Minot Park District is to provide broad-based opportunities for the citizens of Minot and its visitors to enhance their quality of life through its parks and recreational facilities. To increase public awareness of the benefits available from the Minot Park District, and to promote professionalism in the delivery of these services. To increase the understanding of the contribution made by parks to the economy and the economic development of the region.

We currently maintain 24 parks with amenities, trail systems, and sports complexes (including a baseball complex, softball complex, Minot Auditorium, tennis center soccer complex, ice arena, zoo, outdoor pool, splash park, and dog park). We maintain over 1,000 acres of public property with buildings and facilities, and we strive to keep everything well maintained. The Minot Park District is a political subdivision of the State of North Dakota. It was created by the City of Minot with Ordinance #50. The Ordinance was passed on August 28, 1911, and reads as follows:

The Park District of the City of Minot heretofore created by the council in accordance with and under the provisions of the appropriate laws of the State than in existence, the laws now being embodied in chapters 40-49 in the North Dakota Century Code, is hereby continued.

The first board was elected on September 26, 1911, and officially seated on October 3, 1911. The board consists of five elected commissioners on three-year terms.

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. 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.

Note: 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 involves an extenuating circumstance to exempted activities please explain.

Purpose of Grant*:

The purpose of the grant application is to request partial funding for the first phase to successfully launch the trails component of the 240-Acre Master Plan for the property.

Merriam-Webster Dictionary defines conservation as: 1: a careful preservation and protection of something: especially : planned management of a natural resource to prevent exploitation, destruction, or neglect. Parks, trails, greenway corridors play a large role in the City of Minot Comprehensive Land Use Plan, and we have an entire section in the plan that serves as our Comprehensive Plan to conserve open space, natural features, and greenway corridors. These spaces are preserved for recreational use, but also preserved from development of housing, commercial, or industrial projects. Natural wetlands, drainage areas, and other features are preserved for the citizens of Minot through this plan, which serves as our comprehensive conservation plan.

The goal of this project is to provide people of all ages and abilities the opportunity to enjoy conservation through the use of trails on this untouched piece of land just outside the hustle and bustle of the Magic City. As a park district we know one of our most used amenities is our city-wide trail system. Recently during the COVID-19 pandemic, this has never been more apparent. In a time where people were isolated from family and friends, they were still able to get outside and safely enjoy nature, fresh air and maintain a safe social distance from others. Our trails provided them this opportunity.

Our Woodland Trail which was made possible by a partnership with the Outdoor Heritage Fund, the Minot Area Community Foundation, and the Minot Park District has been extremely popular for individuals wanting to explore more natural habitats. We have seen preschools groups, boy and girls scout troops, wedding parties, and birding groups discover all it has to offer. We see the new proposed trails in the Outdoor Recreation Area to be another great addition for these groups and so many more.

Through this project, we strive to preserve existing landforms and features. We want to promote environmental stewardship and efficient use of resources. We want to protect the wetlands and environmentally sensitive areas. All of this we believe is an integral part of the goal to conserve this land for many generations to come.

The benefits of the project including 1.75 miles of natural trails for hiking, biking, birding, site seeing, and educating. The plan also includes concrete and aggregate trails so that people of all ages and abilities can enjoy our goal of conserve for this land. We believe at the Minot Park District that conservation is for everyone. This can be an individual with limited mobility or possibly a caregiver with a stroller. We believe this is an integral component of the project. Through this plan, we are providing access to an otherwise inaccessible area.

Included in our comprehensive plan is a goal to preserve and promote a park system that meets the needs of everyone. The Minot Park District believes in our mission to provide quality of life for everyone of all ages and abilities no matter the age or ability. This is why having different levels of trails based on ability is vital to a successful project.

Included in this plan is interpretive signage that will include native plants, native birds, and animals that may be spotted along the trail. From a programming aspect, we see many ways this can be a very interactive trail with checklists and nature scavenger hunts to keep young ones intrigued as they are exploring outdoor while getting much needed outdoor exercise to stimulate their minds.

The estimated timetable for this project upon funding would be complete design and bid between the month of January 2021 and March of 2021. Our estimate for construction start date with acceptable bids would May of 2021 and a complete in October of 2021.

Please list the counties that would be impacted by this project:

Counties*: Ward

Is This Project Part of a Comprehensive Conservation Plan?* Yes

If Yes, Please Provide Copy of Plan: ConservationplanMinotParkDistrict.pdf

Does Your Project Involve an Extenuating Circumstance?* No

Please Explain:

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.

Management of Project*:

Minot Park District staff along with guidance from our architect and engineering firm will over see this project from the finalization of the design stage to the completion of the project. The Minot Park District has a lot of experience of projects this nature. We completed the Woodland Trail project phase in the fall of 2015 and phase two in the summer of 2018.

Minot Park District prides itself on keeping our projects on budget and on a time. We will keep close communication with the contractor and hold regular construction meetings to ensure the objectives of the project are being met.

The staff at the Minot Park District are well versed in the directives of the Outdoor Heritage Fund. It is our intent to continue to conserve this land in the best way possible while creating access for our citizens to experience it. We understand the best way to do so is to cause minimal disturbance to the land. This is why constant communication with our contractor will be vital to the success of this project.

Our staff has helped manage the construction of the third indoor (Pepsi Rink) rink attached to the MAYSA Arena. We have also managed the Woodland Trail Project Phase One and Two, the revamp of Polaris park which includes the teardown and installation of a new outdoor hockey rink and complete restoration of our warming house. Our staff has also managed and participated in the completion of the new Tiger and Lion exhibits at the Roosevelt Park Zoo.

Indicate how the project will be funded or sustained in future years. Include information on the sustainability of this project after OHF funds have been expended and whether the sustainability will be in the form of ongoing management or additional funding from a different source.

Sustainability*:

Once the project is complete, the ongoing management of the Minot Family Recreation Area will be the responsibility of the Minot Park District. As an organization, we have been talking about this project throughout the community to service clubs, businesses, and other nonprofit organizations.

We have sparked some interest from a few companies that see the value in the conservation of this land and are excited to start brainstorming on programming possibilities as well as future possible funding for equipment to maintain the trails.

The maintenance of the trails once complete will fall under the responsibility of the Minot Park District and go into our annual budget. We pride ourselves on maintaining our parks and trails to the highest standards for all of our user groups.

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

Partial Funding*:

Our goal is to bid out the project in the spring of 2021 in hopes of our community enjoying the trails by the fall of 2021. If only partial funding is given we will continue to look for additional grants and sponsorships.

We believe all of the items included in the budget are valuable to the project and at this time we feel it would be at a detriment to the project to cut any of the items.

As we look to future phases of this project, we will continue to apply for grants from the Recreation Trails Program.

If you are a successful recipient of Outdoor Heritage Fund dollars, how would you recognize the Outdoor Heritage Fund partnership? * There must be signage at the location of the project acknowledging OHF funding when appropriate. If there are provisions in that contract that your organization is unable to meet, please indicate below what those provisions would be.

Partnership Recognition*:

A Trailhead sign is proposed to be installed near the trails with OHF partnership recognition printed on it. Along with a press release and ribbon-cutting event for the grand opening of the project. The Minot Park District would inform the Outdoor Heritage Fund on any of these dates and publications and seek approval.

Do you have any supporting documents, such as maps or letters of support that you would like to provide? If so, please provide them in a single file.

Supporting Documents*: Yes

If Yes, Please Provide Copies in a Single File: 20200831-MinotFamilyRecArea-TrailMap-Phased.pdf

Awarding of Grants - Review the appropriate sample contract for your organization. Sample Contract

Can You Meet All the Provisions of the Sample Contract?* Yes

If there are provisions in that contract that your organization is unable to meet, please indicate below what those provisions would be:

Provisions Unable to Meet:

Tasks

Tasks

Task	Start Date	Completion Date
Complete Design and Bid Documents	11/01/2020	12/31/2020
Project Construction	05/01/2021	10/31/2021
Project Out to Bid	01/01/2021	02/28/2021

Description of Tasks**Please Describe Tasks:**

Our goal is to have final design and bid documents finalized in January of 2021. We will then put the project out for bid in February of 2021 with a bid opening to follow. We hope to have the construction of the project begin in May with the completion of the project followed by a ribbon-cutting in October of 2021.

Deliverables

Deliverables

Deliverable	Quantity	Unit of Measurement, if applicable
We will document the success of the project based off of trail usage through parking lot car counts and community surveys.	30.000	30 users per day

Certification

Certification

Certification: Yes

Name: Elly DesLauriers
First Name Last Name

Title: Director of Marketing and Development
Title

Date: 08/31/2020

Internal Application Number

#/ID:

Industrial Commission Action

Industrial Commission Action

Date of Commission meeting*:

Did the Commission approve funding?*

If Yes, what is the approved funding level?:

Are there any contingencies?*

If Yes, what are the contingencies?:

Minutes: