

# 19-02 - Playground Equipment Replacement

## Application Details

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**Funding Opportunity:** 14877-Outdoor Heritage Fund May 2021 - Round 19  
**Funding Opportunity Due Date:** Sep 2, 2021 11:59 PM  
**Program Area:** Outdoor Heritage Fund  
**Status:** Under Review  
**Stage:** Final Application

**Initial Submit Date:** Sep 2, 2021 11:35 PM  
**Initially Submitted By:** Amy Ones  
**Last Submit Date:**  
**Last Submitted By:**

## Contact Information

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### Primary Contact Information

**Active User\*:** Yes

**Type:** External User

**Name:** Salutation Amy Middle Name Ones  
First Name Last Name

**Title:** City Accountant

**Email\*:** [onesconsulting@outlook.com](mailto:onesconsulting@outlook.com)

**Address\*:** 6235 96th St. NW

Kenmare North Dakota 58746  
City State/Province Postal Code/Zip

**Phone\*:** 701-467-3024 Ext.  
Phone  
### ### ####

**Fax:** ### ### ####

**Comments:**

### Organization Information

**Status\*:** Approved

**Name\*:** City of Coleharbor

**Organization Type\*:** Municipal Government

**Tax Id:**

**Organization Website:**

**Address\*:**

PO Box 65

Coleharbor North Dakota 58531-0065  
City State/Province Postal Code/Zip

**Phone\*:**

701-442-3454 Ext.  
### ### ####

**Fax:**

### ### ####

**Benefactor:**

**Vendor ID:**

**PeopleSoft Supplier ID:**

**Comments:**

## Budget

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### *Objective of Grant*

#### **Objective of Grant:**

In order to build a community that retains residents and offers a high quality of life, the City of Coleharbor is looking to partner with the Outdoor Heritage Fund grant program to purchase new playground equipment to enhance the city park.

### *Summary*

|   |             |
|---|-------------|
| <b>Grant Request:</b>                   | \$10,000.00 |
| <b>Matching Funds:</b>                  | \$49,842.00 |
| <b>Total Project Costs:</b>             | \$59,842.00 |
| <b>You must have at least 25% match</b> |             |
| <b>Percentage of Match:</b>             | 83.29%      |

### *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 |
|---------------------------------|--------------------|--------------------|-----------------------|------------------------|-------------------------------|----------------------------|
| Play Structure / Swing Addition | \$10,000.00        | \$8,842.00         | \$0.00                | \$0.00                 | \$41,000.00                   | \$59,842.00                |
|                                 | <b>\$10,000.00</b> | <b>\$8,842.00</b>  | <b>\$0.00</b>         | <b>\$0.00</b>          | <b>\$41,000.00</b>            | <b>\$59,842.00</b>         |

**Budget Narrative**

**Budget Narrative:**

The City of Coleharbor has limited financial resources. The main source of revenue is coal conversion and severance taxes received from the State of North Dakota and property taxes. However, the taxable valuation of Coleharbor is so low that property taxes do not even begin to cover the day-to-day operations of the City. The statement of net assets reflects an ample supply of funds, however, those dollars are restricted for infrastructure projects within the community.

Funding for recreational opportunities is not feasible within the annual budget. A grant from the Outdoor Heritage Fund would make the city park/playground renovations a reality that might not otherwise be attainable for our residents and visitors.

The playground structure and improvements are a one-time capital expenditure. In the future, the City of Coleharbor will include an annual line item in its operating budget for playground equipment repairs and maintenance.

**Bid Attachments**

| Description   | File Name   | Type | Size   | Upload Date         |
|---|---|------|--------|---------------------|
| The estimate was provided by SafetyFirst Playground Maintenance on 8/7/21.            | <a href="#">SafetyFirst Playground Estimate.pdf</a> | pdf  | 477 KB | 09/02/2021 11:14 AM |
| SafetyFirst Playground Maintenance provided the attached playground design on 8/7/21. | <a href="#">SafetyFirst Playground Design.pdf</a>   | pdf  | 1 MB   | 09/02/2021 11:15 AM |
| The 2022 City of Coleharbor budget prepared as of 8/9/21.                             | <a href="#">2022 Budget.pdf</a>                     | pdf  | 105 KB | 09/02/2021 10:44 PM |
| City of Coleharbor meeting minutes from 8/9/21  | <a href="#">Meeting Minutes 08-09-21.png</a>        | png  | 164 KB | 09/02/2021 10:51 PM |

**Match Funding**

| Match Amount       | Funding Source  | Match Type |
|--------------------|---|------------|
| \$10,000.00        | Garrison Diversion Conservancy Grant (Pending)                | Cash       |
| \$16,000.00        | Private Donations & Business Sponsorships (Pending)           | Cash       |
| \$10,000.00        | Farm Credit Services "Pat Now Community" Grant Fund (Pending) | Cash       |
| \$5,000.00         | NDCF "Statewide Greatest Need" Grant Program (Pending)        | Cash       |
| \$8,842.00         | City of Coleharbor Contribution                               | Cash       |
| <b>\$49,842.00</b> |   |            |

**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\*:**

Coleharbor is severely lacking in recreation and community-gathering opportunities. The improved city park will be an environment where residents are able to meet, play and enjoy each other's company. The space will include new commercial grade playground equipment, renovated picnic shelters, permanent garbage receptacles, benches and picnic tables. The space will also be landscaped to add to the aesthetics of our small community. The space could be

used for many community activities and events, including a potential farmer's market and school and family reunions. The space is located on Main Street and will be highly visible from US HWY 83.

Coleharbor's park will promote physical activity thru use of both the playground equipment and existing basketball court. Due to insurance and liability issues, municipalities are required to have commercial grade playground equipment with adequate buffer zone material. Currently, the playground equipment is severely outdated and has been deemed unsafe for use by the city's insurance agency. Providing playground equipment in our own community would allow residents the opportunity to take ownership and pride in their hometown including their own well-being.

This project addresses the lack of outdoor physical activity opportunities in the community of Coleharbor. The mission of the project is to encourage residents and visitors to reconsider the amount of time spent in a sedentary environment and promote physical activity for residents and visitors of all ages. The new playground equipment and improved park space will benefit all generations of residents.

The company chosen for the purchase of the playground equipment, SafetyFirst Playground Maintenance, was highly recommended by neighboring communities for projects they have previously completed thru out ND. The Coleharbor City Council has met with Marissa Bauer of Safety First Playground Maintenance to determine which equipment needs to be replaced and what equipment can be purchased within the financial parameters of the City's budget. Marissa also conducted an onsite visit in July 2021. The estimate includes site preparation, border material, fabric liner, compliant playground safety surfacing, swing structure, large play structure and installation. The total estimated cost of replacing the existing playground equipment is \$93,840.00. The estimated cost of the play structure & swing bay is \$59,842.00. The estimate was reviewed and approved at the August 9, 2021 regular City Council meeting.

All cities located within McLean County, including the Lake Sakakawea and Lake Audubon recreational areas and rural residents will benefit from the proposed park improvements. The 2010 U.S. Census population of McLean County was approximately 8,900 residents with 79 residents living specifically in Coleharbor. The playground equipment and play area have been specifically designed with ADA access ramps to include children and adults of all abilities.

### ***Project Duration***

#### **Project Duration\*:**

Project Schedule:

July 2021: SafetyFirst Playground Maintenance Site Visit

August 2021: Coleharbor City Council Approves Estimate & Playground Design

August 2021: Grant Funding, Business Sponsorships & Private Donations Sought  
Until Project is Fully Funded

Summer 2022: Site Prep & Playground Installation

## 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 City of Coleharbor is a governmental organization located in McLean County in north central North Dakota. The Coleharbor City Council is committed to providing the community with a safe and clean environment, efficient and effective quality city services, infrastructure that can accommodate current and future needs, promotion of recreational and economic development and opportunities for community engagement.

While our population may be small, the city council has worked diligently over the past several years to provide crucial improvements and upgrades to position the community for both economic and potential population growth.

The Coleharbor City Council has been proactive in ridding the community of nuisance properties. In addition, a facility plan has been developed with assistance from Moore Engineering which includes, improvements to the pump house and concrete reservoir, replacement of existing non-functional water meters and implementing a digital meter reading system. Other improvements projected to be completed in 2022 include: establishment of a community gathering space with new playground equipment, benches and picnic shelters.

Coleharbor is at a pivotal point in time for continued investment and the re-building of its community and is working diligently to revitalize rural North Dakota.

**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\*:**

In order to build a community that retains residents and offers a high quality of life, the City of Coleharbor is looking to partner with the Outdoor Heritage Fund grant program to purchase new playground equipment to enhance the city park.

Coleharbor is severely lacking in recreation and community-gathering opportunities. The improved city park will be an environment where residents are able to meet, play and enjoy each other's company. The space will include new commercial grade playground equipment, renovated picnic shelters, permanent garbage receptacles, benches and picnic tables. The space will also be landscaped to add to the aesthetics of our small community. The space could be used for many community activities and events, including a potential farmer's market and school and family reunions. The space is located on Main Street and will be highly visible from US HWY 83.

Coleharbor's park will promote physical activity thru use of both the playground equipment and existing basketball court. Due to insurance and liability issues, municipalities are required to have commercial grade playground equipment with adequate buffer zone material. Currently, the playground equipment is severely outdated and has been deemed unsafe for use by the city's insurance agency. Providing playground equipment in our own community would allow residents the opportunity to take ownership and pride in their hometown including their own well-being.

This project addresses the lack of outdoor physical activity opportunities in the community of Coleharbor. The mission of the project is to encourage residents and visitors to reconsider the amount of time spent in a sedentary environment and promote physical activity for residents and visitors of all ages. The new playground equipment and improved park space will benefit all generations of residents.

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

**Counties\*:** McLean

**Is This Project Part of a Comprehensive Conservation Plan?\*** No

**If Yes, Please Provide Copy of Plan:**

**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\*:**

The Coleharbor City Council will be supervising construction of the project to ensure that deadlines, budgets, goals and expectations are met with satisfaction.

The City of Coleharbor is the sole owner of the 100 block of Main Street including the existing city park property (Parcels #74000100011000, #74000100012000, #74000100013000, #74000100014000 & #74000100015000). The new playground equipment will replace existing playground equipment and will also include additional space behind the City's maintenance building (Parcels #74000100016000, #74000100017000, #74000100018000 & #74000100019000). Existing picnic shelters will also be refurbished and enlarged to accommodate events and groups utilizing the facility during Phase II of the project.

Please reference attached map for parcel ownership.

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\*:**

Funding for recreational opportunities is not feasible within the annual budget. A grant from the Outdoor Heritage Fund would make the city park/playground renovations a reality that might not otherwise be attainable for our residents and visitors. The playground structure and improvements are a one-time capital expenditure. In the future, the City of Coleharbor will include an annual line item in its operating budget for playground equipment repairs and maintenance.

The Coleharbor City Council anticipates both short and long term success with this project due to the increased need for quality of life amenities & recreation opportunities, our stable population and community support toward the project.

The City of Coleharbor is requesting an Outdoor Heritage Fund grant in the amount of \$10,000.00, 15% of the proposed project cost, to assist with purchasing the requested playground equipment.

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

**Partial Funding\*:**

Ideally, full funding from the ND Outdoor Heritage Fund would allow the City of Coleharbor to implement the complete project by September 2022. The City of Coleharbor began seeking funding in August 2021.

While partial funding is appreciated, full funding would allow the project to begin in 2022 and allow residents and visitors to our community the opportunity to enjoy the space next summer.

If grant funding is not available at this time, other grant sources and fundraising campaigns will be considered.

Thank you for the opportunity to apply for grant funding thru the ND Outdoor Heritage Fund program. Your support today, ensures our success tomorrow!

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\*:**

If grant funding is awarded to the City of Coleharbor thru the Outdoor Heritage Fund grant program, recognition could be given in a number of ways.

1. Signage at the park location will list all individual and business donors as well as grant awards that were received to fund the project.
2. Our local newspaper will be contacted to write a story regarding the community gathering space and will include the names of individual and business donors and grant awards that were received to fund the project.

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:** [City of Coleharbor Map 2.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 |
|--|------------|-----------------|
| Grant Funding, Business Sponsorships & Private Donations Pursued | 08/10/2021 | 05/31/2022      |
| Playground Design & Estimate Approved by Council                 | 08/09/2021 | 08/09/2021      |
| Playground Equipment Installation                                | 06/01/2022 | 09/30/2022      |
| SafetyFirst Playground Maintenance Site Visit                    | 07/07/2021 | 07/07/2021      |

**Description of Tasks**

**Please Describe Tasks:**

Please reference completed task list and timeline, thank you.

## Deliverables

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***Deliverables***

| <b>Deliverable</b>  | <b>Quantity</b> | <b>Unit of Measurement, if applicable</b> |
|---|-----------------|---|
| Observing resident & visitor use of the playground equipment  | 1.000           | N/A                                       |
| Provide surveys to residents to gauge their level of participation & satisfaction with the new playground equipment | 80.000          | Individual Surveys                        |

## Certification

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***Certification***

**Certification:** Yes  
**Name:** Amy Ones  
First Name Last Name  
**Title:** City Accountant  
Title  
**Date:** 09/02/2021

***Internal Application Number***

**#/ID:**



## SafetyFirst Playground Maintenance

31095 Baugh St NW

Princeton, MN 55371

320.4931877

marissa.bauer@safetyfirstplayground.com

www.safetyfirstplayground.com



## Estimate

### ADDRESS

Heith Pochant

Coleharbor, ND

### SHIP TO

Heith Pochant

Coleharbor, ND

ESTIMATE # 3827

DATE 08/07/2021

| ACTIVITY  | QTY   | RATE      | AMOUNT              |
|---|-------|-----------|---------------------|
| Playground Option 2 - 45' x 45' + Swing Addition                          |       |           |                     |
| BCI Burke Option 2  | 1     | 59,842.00 | 59,842.00           |
| Installation of equipment Option 2  | 1     | 12,880.00 | 12,880.00           |
| Site prep for new playground area   | 75    | 28.00     | 2,100.00            |
| 6" x 6" x 8' treated timber interlocking border installed at ground level | 180   | 16.00     | 2,880.00            |
| Fabric Liner and Installation in playground 3 mil heavy duty square foot  | 2,025 | 0.34      | 688.50              |
| Nature'sPlus ASTM Compliant Playground Safety Surfacing                   | 95    | 20.95     | 1,990.25            |
| Install surfacing   | 95    | 14.00     | 1,330.00            |
|   |       |           | Subtotal: 81,710.75 |

|   |       |       |                    |
|---|-------|-------|--------------------|
| Swing Area - Two bays (four seats) 36' x 32                               |       |       |                    |
| Site prep, excavation to 12" from top of border                           | 45    | 35.00 | 1,575.00           |
| 6" x 6" x 8' treated timber interlocking border installed at ground level | 136   | 16.00 | 2,176.00           |
| Fabric Liner and Installation in playground 3 mil heavy duty square foot  | 1,152 | 0.34  | 391.68             |
| Nature'sPlus ASTM Compliant Playground Safety Surfacing                   | 55    | 20.95 | 1,152.25           |
| Install surfacing   | 55    | 14.88 | 818.40             |
|   |       |       | Subtotal: 6,113.33 |



| ACTIVITY  | QTY   | RATE  | AMOUNT   |
|---|-------|-------|----------|
| Existing playground area (border and surfacing) 40' x 30'                 |       |       |          |
| Site prep. Excavate to 12" from top of boarder.                           | 44    | 35.00 | 1,540.00 |
| 6" x 6" x 8' treated timber interlocking border installed at ground level | 120   | 16.00 | 1,920.00 |
| Fabric Liner and Installation in playground 3 mil heavy duty square foot  | 1,200 | 0.34  | 408.00   |
| Nature'sPlus ASTM Compliant Playground Safety Surfacing                   | 60    | 20.95 | 1,257.00 |
| Install surfacing   | 60    | 14.88 | 892.80   |

Tax ID 84-3718494

TOTAL

**\$93,841.88**

Fuel surcharges may apply if EIA weekly average for diesel is > \$3.50/gallon for the Midwest.

Accepted By

Accepted Date

88,843.00

88,843.00

13,880.00

13,880.00

2,100.00

28.00

2,680.00

18.00

988.00

0.34

1,480.00

20.95

1,320.00

14.88

Subtotal: 81,710.78

1,578.00

35.00

2,170.00

16.00

201.00

0.34

1,182.00

20.95

818.40

14.88

Subtotal: 81,119.33











# ANNUAL CITY BUDGET

CITY OF COLEHARBOR , NORTH DAKOTA

FOR THE YEAR ENDED DECEMBER 31, 2022

## CONTENTS

|                       | SCHEDULE |
|-----------------------|----------|
| Certificate of Levy   | A        |
| Annual Budgets---     |          |
| General Fund          | B        |
| Special Revenue Funds | C        |
| Debt Service Funds    | D        |

|  |  |
|--|--|
| Annual Budget for the Year Ended December 31, 2022 |  |
|--|--|

**CERTIFICATE OF LEVY**

|  |  |
|--|--|
| COUNTY AUDITOR<br><br>COUNTY OF McLean |  |
|--|--|

You are hereby notified on the 13th day of September, 2021 the governing body of the City of Coleharbor North Dakota, levied a tax of \$9,789.15 upon all the taxable property in the City for the calendar year ended December 31, 2021 , which levy is itemized as follows:

| CODE       | FUND   | AMOUNT LEVIED     |
|------------|--|-------------------|
| <b>100</b> | General Fund - Schedule B - Page 1, Line 9 (53.17 Mills) | \$ 9,474.15       |
| <b>200</b> | SPECIAL REVENUE FUNDS: - Schedule C - Page 1, Line 9     |                   |
|            |  |                   |
|            | Cemetery Fund (1.85 Mills)                               | \$ 315.00         |
|            |  |                   |
|            |  |                   |
|            |  |                   |
| <b>300</b> | DEBT SERVICE FUNDS: - Schedule D - Page 1, Line 9        |                   |
|            |  |                   |
|            |  |                   |
|            | <b>TOTAL AMOUNT LEVIED</b>                               | <b>\$9,789.15</b> |

You will duly enter tax upon the County tax list for collection upon the taxable property of the CITY of Coleharbor , NORTH DAKOTA, for the ensuing year. Dated at City of Coleharbor , North Dakota this 13th day of September 2021.

\_\_\_\_\_  
City Auditor



|   |  |                      |           |
|---|--|----------------------|-----------|
| CITY OF Coleharbor  |  | Schedule B<br>Page 1 |           |
| Annual Budget for the Year Ended December 31, 2022  |  |                      |           |
| <b>GENERAL FUND</b>   |  |                      |           |
| APPROPRIATION AND CASH RESERVE  |  |                      |           |
| 1.  | a. Final Appropriation, Sch. B, Page 4, Line 43                                  | 40,610.00            |           |
|   | b. Budgeted Transfers Out, Sch. B, Page 4, Line 47                               | 6,775.00             |           |
|   | c. Total Appropriation - Line a plus Line b                                      |                      | 47,385.00 |
| 2.  | Cash Reserve (Note 1)  |                      | 24,500.00 |
| 3.  | TOTAL APPROPRIATION AND CASH RESERVE<br>Line 1c plus Line 2                      |                      | 71,885.00 |
| RESOURCES AND AMOUNT LEVIED   |  |                      |           |
| 4.  | Cash and Investment (Estimated)-December 31, 2021                                |                      | 54,285.00 |
| 5.  | a. Estimated Revenue - Sch. B, Page 2, Line 24                                   | 8,577.00             |           |
|   | b. Estimated Transfers In, Sch 3   | -                    |           |
|   | c. Total Estimated Revenue and Transfers In<br>Line a plus Line b                |                      | 8,577.00  |
| 6.  | TOTAL RESOURCES - Line 4 plus Line 5c  |                      | 62,862.00 |
| 7.  | Levy Required - Line 3 less Line 6<br>If this difference is less than 0, enter 0 |                      | 9,023.00  |
| 8.  | Allowance for Delinquent Tax Collections<br>(Not to exceed 5% of Line 7)         |                      | 451.15    |
| 9.  | TOTAL AMOUNT LEVIED - Line 7 plus Line 8   |                      | 9,474.15  |
| <p>Note 1 - Not to exceed 75% of the appropriation other than for debt retirement and appropriation financed from Bond Sources.</p> |  |                      |           |



| CITY OF Coleharbor                                 |   |                             | Schedule B<br>Page 2           |                                |           |
|--|---|-----------------------------|--------------------------------|--------------------------------|-----------|
| Annual Budget for the Year Ended December 31, 2022 |   |                             |                                |                                |           |
| <b>GENERAL FUND</b>                                |   |                             |                                |                                |           |
| <b>ACCOUNT NUMBER</b>                              | <b>REVENUES</b>                         | <b>Actual Revenues 2020</b> | <b>Estimated Revenues 2021</b> | <b>Estimated Revenues 2022</b> |           |
| <b>3100</b>  | <b>Taxes</b>                            |                             |                                |                                |           |
|  | General Property Taxes                  | 7,792.19                    | 6,800.00                       | XXXXXXXXXX                     | 1         |
|  | Estate Taxes                            | -                           | -                              | -                              | 2         |
|  | Penalty and Interest                    | 192.22                      | 35.00                          | -                              | 3         |
|  |   |                             |                                |                                | 4         |
|  | <b>Total Taxes</b>                      | <b>\$ 7,984.41</b>          | <b>\$ 6,835.00</b>             | <b>\$ -</b>                    | <b>5</b>  |
| <b>3200</b>  | <b>Licenses, Permits, and Fees</b>      |                             |                                |                                |           |
|  | Beer and Liquor Licenses                | 575.00                      | 575.00                         | 575.00                         | 6         |
|  | Gaming Permits                          | 100.00                      | 100.00                         | 100.00                         | 7         |
|  | Building Permits                        | 10.00                       | -                              | -                              | 8         |
|  | <b>Total Licenses, Permits and Fees</b> | <b>\$ 685.00</b>            | <b>\$ 675.00</b>               | <b>\$ 675.00</b>               | <b>9</b>  |
| <b>3300</b>  | <b>Intergovernmental Revenue</b>        |                             |                                |                                |           |
|  | State Aid Distribution                  | 6,381.51                    | 6,000.00                       | 5,000.00                       | 10        |
|  | Cigarette Tax                           | 208.09                      | 185.00                         | 150.00                         | 11        |
|  | Oil and Gas                             | 1,647.29                    | 2,200.00                       | 500.00                         | 12        |
|  | Coal Severance                          | 8,321.68                    | 8,400.00                       | 1,000.00                       | 13        |
|  | Coal Conversion                         | 2,458.92                    | 2,400.00                       | 1,000.00                       | 14        |
|  | <b>Total Intergovernmental Revenue</b>  | <b>\$ 19,017.49</b>         | <b>\$ 19,185.00</b>            | <b>\$ 7,650.00</b>             | <b>15</b> |
| <b>3400</b>  | <b>Charges for Services</b>             |                             |                                |                                |           |
|  | Mowing & Clean-Up                       | 157.39                      | -                              | -                              | 16        |
| <b>3500</b>  | <b>Fines and Forfeits</b>               |                             |                                |                                |           |
|  |   |                             |                                |                                | 17        |
| <b>3600</b>  | <b>Miscellaneous Revenue</b>            |                             |                                |                                |           |
|  | Interest Income Checking                | 3.69                        | 2.00                           | 2.00                           | 18        |
|  | Interest Income CD's/ Savings           | 1,331.10                    | 500.00                         | 250.00                         | 19        |
|  | Rents                                   | 30.00                       | 30.00                          | -                              | 20        |
|  | Capital Credits                         | 1,018.16                    | 787.15                         | -                              | 21        |
|  | Other Revenue                           | 215.00                      | 3,095.25                       | -                              | 22        |
|  | <b>Total Miscellaneous Revenue</b>      | <b>2,597.95</b>             | <b>4,414.40</b>                | <b>252.00</b>                  | <b>23</b> |
|  | <b>TOTALS/REVENUES</b>                  | <b>\$ 30,442.24</b>         | <b>\$ 31,109.40</b>            | <b>\$ 8,577.00</b>             | <b>24</b> |

| CITY OF Coleharbor                                 |                            |                          |                             | Schedule B<br>Page 3 |                          |           |
|--|----------------------------|--------------------------|-----------------------------|----------------------|--------------------------|-----------|
| Annual Budget for the Year Ended December 31, 2022 |                            |                          |                             |                      |                          |           |
| <b>GENERAL FUND</b>                                |                            |                          |                             |                      |                          |           |
| ACCOUNT NUMBER                                     | EXPENDITURES               | Actual Expenditures 2020 | Estimated Expenditures 2021 | Requested 2022       | Final Appropriation 2022 |           |
|  | <b>General Government</b>  |                          |                             |                      |                          |           |
|  | Governing Board            | 2,275.00                 | 2,400.00                    | 2,400.00             |                          | 1         |
|  | Mayor                      | 1,180.00                 | 1,260.00                    | 1,260.00             |                          | 2         |
|  | Auditor                    | 4,618.55                 | 2,500.00                    | 5,000.00             |                          | 3         |
|  | Public Works (Mowing)      | 939.50                   | -                           | -                    |                          | 4         |
|  | Seasonal Maintenance       | -                        | 1,500.00                    | 3,000.00             |                          | 5         |
|  | Miscellaneous Payroll      | 195.00                   | 500.00                      | 500.00               |                          | 6         |
|  | Building Inspector         | 60.00                    | 100.00                      | 100.00               |                          | 7         |
|  | Assessor                   | -                        | 500.00                      | 500.00               |                          | 8         |
|  | WSI Insurance              | 350.00                   | 250.00                      | 250.00               |                          | 9         |
|  | Payroll Tax Expense        | 1,174.55                 | 1,500.00                    | 1,500.00             |                          | 10        |
|  | Unemployment Tax           | 43.14                    | 100.00                      | 100.00               |                          | 11        |
|  | Audit Fees                 | 300.00                   | 150.00                      | 150.00               |                          | 12        |
|  | Appraisal Fees             | 592.50                   | -                           | -                    |                          | 13        |
|  | Professional Fees          | 6,051.50                 | 6,000.00                    | 6,600.00             |                          | 14        |
|  | Insurance                  | 905.00                   | 940.00                      | 1,000.00             |                          | 15        |
|  | Utilities: Electricity     | 728.05                   | 1,000.00                    | 1,000.00             |                          | 16        |
|  | Utilities: Propane         | 1,013.04                 | 2,000.00                    | 2,000.00             |                          | 17        |
|  | Telecommunications         | 838.09                   | 1,200.00                    | 1,200.00             |                          | 18        |
|  | Equipment Expense          | 95.49                    | 2,500.00                    | 2,500.00             |                          | 19        |
|  | Publication Expense        | 553.40                   | 1,000.00                    | 1,000.00             |                          | 20        |
|  | Dues & Subscriptions       | 415.00                   | 500.00                      | 500.00               |                          | 21        |
|  | Office Supplies            | 962.30                   | 1,500.00                    | 1,500.00             |                          | 22        |
|  | Repairs & Maintenance      | 14,827.96                | 2,500.00                    | 5,000.00             |                          | 23        |
|  | Supplies                   | 902.54                   | 1,500.00                    | 1,500.00             |                          | 24        |
|  | Training & Conferences     | 180.00                   | 500.00                      | 500.00               |                          | 25        |
|  | Donations                  | -                        | -                           | -                    |                          | 26        |
|  | Election Costs             | 50.00                    | -                           | 50.00                |                          | 27        |
|  | Miscellaneous              | 3,332.23                 | 1,500.00                    | 1,500.00             |                          | 28        |
|  | <b>TOTAL GENERAL GOV'T</b> | <b>\$ 42,582.84</b>      | <b>\$ 33,400.00</b>         | <b>\$ 40,610.00</b>  | <b>\$ -</b>              | <b>29</b> |

| CITY OF Coleharbor                                 |                                      |                          |                             | Schedule B<br>Page 4 |                          |    |
|--|--------------------------------------|--------------------------|-----------------------------|----------------------|--------------------------|----|
| Annual Budget for the Year Ended December 31, 2022 |                                      |                          |                             |                      |                          |    |
| <b>GENERAL FUND</b>                                |                                      |                          |                             |                      |                          |    |
| ACCOUNT NUMBER                                     | EXPENDITURES                         | Actual Expenditures 2020 | Estimated Expenditures 2021 | Requested 2022       | Final Appropriation 2022 |    |
| <b>4200</b>  | <b>Public Safety</b>                 |                          |                             |                      |                          |    |
|  | Police Department                    |                          |                             |                      |                          | 28 |
|  | Other-                               |                          |                             |                      |                          | 29 |
|  |                                      |                          |                             |                      |                          | 30 |
|  |                                      |                          |                             |                      |                          | 31 |
|  |                                      |                          |                             |                      |                          | 32 |
|  | Total Public Safety                  | \$ -                     | \$ -                        | \$ -                 | \$ -                     | 33 |
| <b>4300</b>  | <b>Highways &amp; Public Improv.</b> |                          |                             |                      |                          |    |
|  | Street Lights                        |                          |                             |                      |                          | 34 |
|  |                                      |                          |                             |                      |                          | 35 |
|  |                                      |                          |                             |                      |                          | 36 |
|  | Total Highways & Public Impr         | \$ -                     | \$ -                        | \$ -                 | \$ -                     | 37 |
| <b>4400</b>  | <b>Health &amp; Welfare</b>          |                          |                             |                      |                          |    |
|  |                                      |                          |                             |                      |                          | 38 |
| <b>4500</b>  | <b>Culture and Recreation</b>        |                          |                             |                      |                          |    |
|  |                                      |                          |                             |                      |                          | 39 |
|  | <b>Other</b>                         |                          |                             |                      |                          |    |
|  |                                      |                          |                             |                      |                          | 40 |
|  |                                      |                          |                             |                      |                          | 41 |
|  |                                      |                          |                             |                      |                          | 42 |
|  | <b>TOTALS/EXPEND.-APPROP.</b>        | \$ 42,582.84             | \$ 33,400.00                | \$ 40,610.00         | \$ -                     | 43 |
|  | Revenue Over (Under) Expend.         | (12,140.60)              | (2,290.60)                  | (32,033.00)          | 8,577.00                 | 44 |
|  | Balance - January 1                  | 107,524.49               | 95,383.89                   | 93,093.29            | 54,285.29                | 45 |
| <b>3999</b>  | Transfers In                         | -                        | -                           |                      |                          | 46 |
| <b>4999</b>  | Transfers Out                        | -                        |                             | (6,775.00)           |                          | 47 |
|  | Balance - December 31                | \$ 95,383.89             | \$ 93,093.29                | \$ 54,285.29         | \$ 62,862.29             | 48 |

\* Not required since this amount does not include the requested tax levy.

|   |  |                             |          |  |  |  |
|---|--|-----------------------------|----------|--|--|--|
| CITY OF Coleharbor  |  | Schedule C<br>Page 1        |          |  |  |  |
| Annual Budget for the Year Ended December 31, 2022  |  |                             |          |  |  |  |
| Amounts from Schedule C<br>Page(s) 1  |  |                             |          |  |  |  |
| <b>SPECIAL REVENUE FUNDS</b>  |  |                             |          |  |  |  |
|   |  | Highway                     | Cemetery |  |  |  |
| <b>APPROPRIATION AND CASH RESERVE</b>   |  |                             |          |  |  |  |
| 1.  | a. Final Appropriation, Line 13  | 12,775.00                   | 300.00   |  |  |  |
|   | b. Budgeted Transfers Out, Line 17   | -                           | -        |  |  |  |
|   | c. Total Appropriation-Line a plus b   | 12,775.00                   | 300.00   |  |  |  |
| 2.  | Cash Reserve (Note 1)  | -                           | -        |  |  |  |
| 3.  | Total Appropriation and Cash Reserve<br>Line 1c plus Line 2                      | 12,775.00                   | 300.00   |  |  |  |
| <b>RESOURCES AND AMOUNT LEVIED</b>  |  |                             |          |  |  |  |
| 4.  | Cash and Investments (Estimated Dec. 31, 2021)                                   | -                           | -        |  |  |  |
| 5.  | a. Estimated Revenue, Line 7   | 6,002.50                    | -        |  |  |  |
|   | b. Estimated Transfers In, Line 16   | 6,775.00                    | -        |  |  |  |
|   | c. Total Estimated Revenue and Transfers In<br>Line a plus Line b                | 12,777.50                   | -        |  |  |  |
| 6.  | Total Resources - Line 4 plus Line 5c  | 12,777.50                   | -        |  |  |  |
| 7.  | Levy Required - Line 3 less Line 6<br>If this difference is less than 0, enter 0 | <b>NO LEVY<br/>REQUIRED</b> | 300.00   |  |  |  |
| 8.  | Allowance for Delinquent Tax Collections<br>(Not to exceed 5% of Line 7)         | -                           | 15.00    |  |  |  |
| 9.  | Total Amount Levied - Line 7 plus Line 8   | -                           | 315.00   |  |  |  |
| Note 1- Not to exceed 75% of appropriations other than for debt retirement and appropriations financed from Bond Sources. |  |                             |          |  |  |  |

| CITY OF Coleharbor                                 |                               |                     | Schedule C<br>Page 2   |                        |                    |    |
|--|-------------------------------|---------------------|------------------------|------------------------|--------------------|----|
| Annual Budget for the Year Ended December 31, 2022 |                               |                     |                        |                        |                    |    |
| <b>SPECIAL REVENUE FUNDS</b>                       |                               |                     |                        |                        |                    |    |
| <b>HIGHWAY</b>                                     |                               |                     | Fund                   |                        |                    |    |
| ACCOUNT NUMBER                                     | REVENUES                      | Actual Revenue 2020 | Estimated Revenue 2021 | Estimated Revenue 2022 |                    |    |
|  | <b>Taxes</b>                  |                     |                        |                        |                    |    |
|  | General Property Taxes        | -                   | -                      | XXXXXXXXXX             |                    | 1  |
|  | Interest and Penalty          | -                   | -                      |                        |                    | 2  |
|  | Municipal Highway Tax         | 6,201.04            | 6,000.00               | 6,000.00               |                    | 3  |
|  | Interest Income               | 2.73                | 2.50                   | 2.50                   |                    | 4  |
|  | Capital Credits               | -                   | -                      | -                      |                    | 5  |
|  | Other Revenue                 | -                   | -                      | -                      |                    | 6  |
|  | <b>TOTALS/REVENUES</b>        | <b>\$ 6,203.77</b>  | <b>\$ 6,002.50</b>     | <b>\$ 6,002.50</b>     |                    | 7  |
|  |                               |                     |                        |                        |                    |    |
| ACCOUNT NUMBER                                     | EXPENDITURES                  | Actual Expend. 2020 | Estimated Expend. 2021 | Requested 2022         | Final Approp. 2022 |    |
|  | Wages: Public Works           | 1,896.50            | 76.00                  | -                      |                    | 8  |
|  | Job Service                   | -                   | 0.91                   | -                      |                    | 9  |
|  | Contract Labor                | -                   | 2,500.00               | 2,500.00               |                    | 10 |
|  | Insurance                     | 256.00              | 275.00                 | 275.00                 |                    | 11 |
|  | Repairs & Maintenance         | -                   | 1,000.00               | 1,500.00               |                    | 12 |
|  | Supplies                      | 3,225.22            | 2,500.00               | 2,500.00               |                    | 13 |
|  | Vehicle & Equipment Expense   | 985.64              | 1,000.00               | 1,000.00               |                    | 14 |
|  | Utilities: Street Lights      | 3,132.61            | 3,500.00               | 3,500.00               |                    | 15 |
|  | Utilities: Propane            | 1,617.64            | 1,500.00               | 1,500.00               |                    | 16 |
|  | <b>TOTALS/EXPEND.-APPROP.</b> | <b>\$ 11,113.61</b> | <b>\$ 12,351.91</b>    | <b>\$ 12,775.00</b>    | <b>\$ -</b>        | 17 |
|  | Revenues Over (Under) Expend. | (4,909.84)          | (6,349.41)             | (6,772.50)             | 6,002.50           | 18 |
|  | Balance - January 1           | 6,730.72            | 1,820.88               | 0.00                   | 0.00               | 19 |
| <b>3999</b>  | Transfers In                  | -                   | 4,528.53               | 6,775.00               | -                  | 20 |
| <b>4999</b>  | Transfers Out                 | -                   | -                      | -                      | -                  | 21 |
|  | Balance - December 31         | <b>\$ 1,820.88</b>  | <b>\$ 0.00</b>         | <b>\$ 2.50</b>         | <b>\$ 6,002.50</b> | 22 |

\* Not required since this amount does not include the requested tax levy.

**Special Revenue Funds**

**Cemetery** Fund

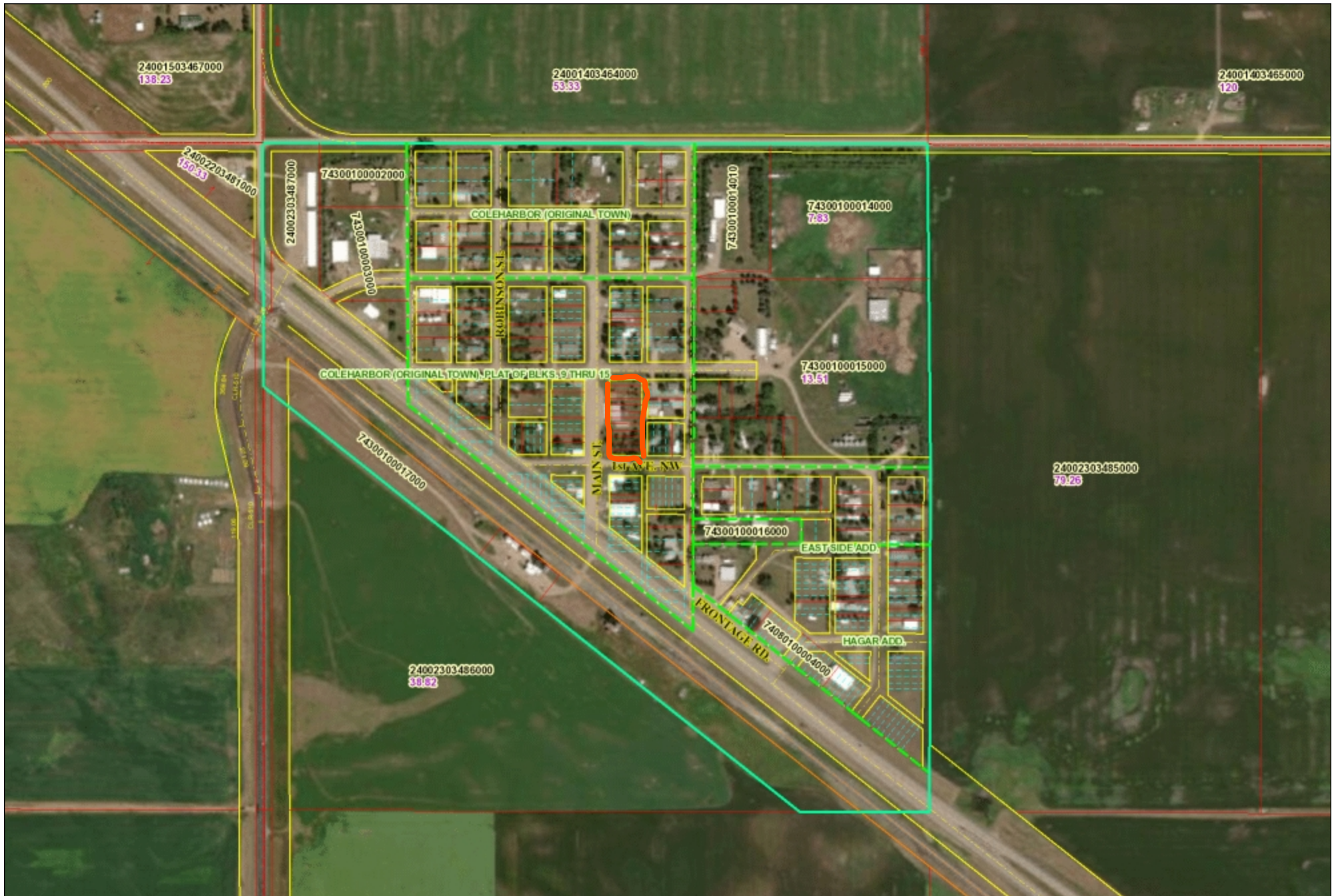
| ACCOUNT NUMBER | REVENUES                      | Actual Revenue 2020 | Estimated Revenue 2021 | Estimated Revenue 2022 |                    |
|----------------|-------------------------------|---------------------|------------------------|------------------------|--------------------|
| <b>208</b>     | <b>Taxes</b>                  |                     |                        |                        |                    |
|                | General Property Taxes        | 339.06              | 285.00                 | XXXXXXXXXX             | 1                  |
|                | Interest and Penalty          | 9.03                | 2.00                   | -                      | 2                  |
|                | Interest Income               | -                   | -                      | -                      | 3                  |
|                |                               |                     |                        |                        | 4                  |
|                |                               |                     |                        |                        | 5                  |
|                |                               |                     |                        |                        | 6                  |
|                | <b>TOTALS/REVENUES</b>        | <b>\$ 348.09</b>    | <b>\$ 287.00</b>       | <b>\$ -</b>            | <b>7</b>           |
|                |                               |                     |                        |                        |                    |
| ACCOUNT NUMBER | EXPENDITURES                  | Actual Expend. 2020 | Estimated Expend. 2021 | Requested 2022         | Final Approp. 2022 |
| <b>208</b>     | Cemetery Expenditures         | -                   | 792.62                 | 300.00                 |                    |
|                |                               |                     |                        |                        | 8                  |
|                |                               |                     |                        |                        | 9                  |
|                |                               |                     |                        |                        | 10                 |
|                |                               |                     |                        |                        | 11                 |
|                |                               |                     |                        |                        | 12                 |
|                | <b>TOTALS/EXPEND.-APPROP.</b> | <b>\$ -</b>         | <b>\$ 792.62</b>       | <b>\$ 300.00</b>       | <b>\$ -</b>        |
|                | Revenues Over (Under) Expend. | \$ 348.09           | \$ (505.62)            | \$ (300.00)            | \$ -               |
|                | Balance - January 1           | 157.53              | 505.62                 | -                      | -                  |
| <b>3999</b>    | Transfers In                  | -                   |                        |                        | 16                 |
| <b>4999</b>    | Transfers Out                 | -                   |                        |                        | 17                 |
|                | Balance - December 31         | \$ 505.62           | \$ -                   | \$ (300.00)            | \$ -               |
|                |                               |                     |                        |                        | 18                 |

\* Not required since this amount does not include the requested tax levy.

Washburn, ND

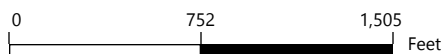
The City of Coleharbor minutes August 9, 2021 The regular monthly meeting called to order by Mayor Pochant. Council present were J. Pochant, D. Schieve, P. Pfeifer, and B. Lemer. July minutes reviewed. J. Pochant/ Lemer; motioned/seconded approval of July minute. All in favor. Passed. Financials presented by Ones. Schieve/ Pfeifer; motioned/seconded approval of financials for July. All in favor. Passed. CDBG grant Code of Conduct reviewed. Lemer/Schieve; motioned/seconded to approve. All in favor. CDBG grant Citizens Participation plan reviewed public notice at city and other offices complete. J. Pochant/ Pfeifer; motioned seconded to adopt Citizen Participation plan. All in favor. Passed. C D B G g r a n t R e s o l u t i o n o f Sponsorship reviewed for water storage, pump house and meter replacement. Lemer/Pfeifer; motioned/seconded to adopt above said resolution. All in favor. Passed. J. Pochant motioned, Lemer seconded authorization to sign Contract for Administration for CDBG grant. All in favor. J. Pochant motioned, Pfeifer seconded authorization to sign final application for CDBG grant funding. All in favor passed. City Cleanup. Discussion and updates. Playground update reviewed 3 options for park for seeking further funding. Pfeifer/J Pochant; motioned seconded for option 2 of playground. All in favor. Passed. No updates on sewer alarm still waiting quotes. Preliminary City Budget for 2022 presented by Ones Consulting. Lemer/ Schieve, motioned/ seconded approval. Passed. Pfeifer/ Lemer; motioned/seconded approval of bills. All in favor. Passed. Council approved following bills to be paid: Check#, Vendor, \$ Amount 011446 Circle Sanitation 765.45; 011447 McLean Electric Coop 10.50; 011448 McLean Sheridan Rural Water 1,278.45; 011449 ND Dept of Health 16.00; 011450 Ottertail 453.56; 011451 WRT 86.95; 011452 BHG, Inc 218.31; 011453 Ones Consulting 500.00; 011454 Heith Pochant 179.75; 011455 Sunshyne Cleveland 20.75; 011456 Breanna Lemer 33.25; 011457 Rick Cleveland 76.20; 011458 Heith Pochant 98.80; 011459 Breanna Lemer 280.00 Lemer/Pfeifer; motioned/seconded to adjourn meeting. All in favor. Passed. Motion carried. Next regular Monthly meeting will be held on September 13, 2021 at 7:00 p.m. H e i t h P o c h a n t , M a y o r Sunshyne Cleveland, Auditor (Aug. 19, 2021)





Enter Map Title...

Web Print: 09/01/2021



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