



BURLEIGH COUNTY WATER RESOURCE DISTRICT AGENDA

Wednesday, January 13th at 8:00 am

Tom Baker Room, 221 N. 5th Street Bismarck

(See end of agenda for meeting attendance guidelines)

8:00 a.m. - Call to Order

1. Roll Call (Reep, Detwiller, Beck, Landenberger, Palm)
2. **Approval of 12/16/2020 Minutes3-5**
3. **Amendments and Approval of Agenda**
4. **Re-organization – Election of Officers**
 - Election of Chairman, Vice-Chairman, and Secretary-Treasurer
 - Reappointment of Administrative Secretary, Engineer, and Legal Counsel
 - Review and Approve 2021 Member Portfolios6-7
5. **Approval of 2021 Burleigh County WRD Meeting Schedule 8**
6. Comments from Members of the Public: (For Items Not on the agenda)
7. McDowell Dam (Landenberger)
 - Facility Update
 - **Special Authorization #29 – Bank Stabilization Design/Bid/CMS9-16**
8. Financial Reports (Detwiller)
 - **Balance Sheet 12/31/2020 and 1/8/2021 17-20**
 - **P&L 12/31/2020 YTD and 01/13/2021 YTD21-22**
9. Drainage Permits/Complaints/Issues: *Open (Beck)*
10. Drainage Permits/Complaints/Issues: *Closed (Beck)*
11. Projects:
 - Sibley Island (Beck)
 - Braun – Geotechnical Report23-46
 - USACE Sibley Permit (Attachment)47-65
 - Hydrology/Hydraulics Report – Draft provided to Manager
 - Preliminary Engineering Report – Ongoing
 - Apple Creek Floodplain Mapping – (Pending FEMA preliminary mapping publication – TBD)
 - Public Comments
 - Fox Island (Landenberger)
 - O&M Manual (Draft provided to Manager Landenberger)
 - Landowner inquires and responses on assessments (Landenberger)
 - Missouri Riverbank Stabilization (Detwiller)
 - GIS Web Mapping Completed – waiting on SWC easement data
 - USACE/SWC Site Evaluations – Subject to available funding in 2021
12. Break
13. Other Old Business
 - Burleigh County Assessment District Projects – Highway Dept O&M Agreements (pending)
 - Policy Manual
 - **Board Governance (Detwiller/Beck) -66-91**

14. New Business: (Detwiller)
 - **Presort to collect mail from PO Box**
 - **MABU to investigate spam emails being received.**
 - **Agenda Deadline Discussion**
 - Project Funding Allocations – Discussion final determinations to be made at February meeting
 - Legislative Update (Reep)
15. Correspondence or Document Information
 - Plats & SWMP's – Not included due to size...Available on request.
 - Temporary Water Permit Issued
16. Detailed Bills 92-145
17. **Approval of Bills: \$37,358.56**
18. **Approval of Fox Island Bills: \$0.00**
19. Next Meeting: February 10, 2021
20. Adjourn

Note: Bold Items Require Board Action

City of Bismarck

Tom Baker Room Public Meeting Guidelines

Assumptions

- Guidance as of 5/18/20 from CDC, State of ND, and City of Bismarck. Proposed guidelines for May 18, 2020 may need to be reviewed and updated accordingly if CDC/NDDOH/Bismarck guidance is modified. All managers and attendees are required to wear masks or a face covering.
- Guidance created specifically for City of Bismarck hosted meetings but would be applicable to other political subdivisions and Boards utilizing the space.
- Boards with 5 or less members could attend in person and be seated at the head table. Boards with more than 5 members would require virtual participation or would need to be seated in the "media" table or "staff support table" in order to maintain 6' separation.

Guidelines

- Stars are marked at the head table for where each of 5 people can sit. The side tables can accommodate 2 individuals distanced each. Any numbers exceeding this in a Commission must attend virtually.
- Attendees and Staff are encouraged to use alternative methods to attending meeting such as conference calls, video conferencing or providing comments to Board Members prior to the meeting.
- ND Smart Restart signs should be posted in a conspicuous location outside the building and outside meeting room.
- Lines and waiting areas (indoor or outdoor) should be marked so physical distancing standards are met.
- Standing in the entry area should be minimized by encouraging attendees to quickly access their seats.
- Overflow seating should be provided on first floor conference room if capacity of the Tom Baker Room is fully used.
- Hand sanitizer should be offered to attendees as they arrive in the building and into the meeting room.
- Chairs for attendees should be spaced to allow 6 feet of separation for all attendees. Attendees should be instructed not to move chairs. Gallery occupancy is 34 seated individuals in chairs.
- Attendees should be encouraged to wear cloth masks where social distancing cannot be easily maintained.
- High frequency touched surfaced such as railings, door handles, and tables should be cleaned and disinfected before and after each meeting.
- Podium used by Attendees
 - Provide hand sanitizer at the podium.
 - Attendee should say and spell their name in lieu of signing in.
 - Clean and disinfect the podium before and after each meeting.

BCWRD Meeting Minutes
December 16, 2020 – Tom Baker Room, City County Office Building
Draft – not approved yet.

Agenda Items	Discussion	Board Action	Responsible Party	Due Date
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Present: Rick Detwiller, James Landenberger, Rod Beck, Dennis Reep; Michael Gunsch, Houston Engineering, Inc.; Dave Bliss, Bliss Law Firm, LLC, Kathleen Jones, Burleigh County Commissioner, and Tracie Day, xtra-Office, Inc (FKA Personalized Management Services), Lenora Reidman & Wendy Egli, Fronteer Payroll Services, Others Present: Cory Palm, 2021 appointed manager, Peter Masset, Fox Island Resident, Dave Robinson & Dave Mayer, BPRD Vice Chairman Reep called the meeting to order at 8:00 am. Roll call was taken noting all members present and a quorum was declared.				
	Discussion	Action Taken	Responsible Party(s)	Due Date
Introductions	Cory Palm was introduced and gave brief comments as the newly appointed member of the BCWRD Board of Managers. He also serves on the Burleigh County Weed Board.			
Approval of 11/18/2020 Minutes:		Mgr. Beck motion to approve as presented; Mgr. Landenberger second. Carried by unanimous voice vote.		
McDowell Dam: Facilities	Mgr. Landenberger called on Engr. Gunsch to report on heritage fund grant application; documents will be provided in January 2021 and work to be completed in spring 2021.			
	Check received for summer operations – they had a good year.			
Comments from Members of the Public on non-agenda related issues:		None noted.		
Financial Reports:	Mgr. Detwiller reviewed the balance sheet.	Mgr. Detwiller moved to accept the balance sheet; Mgr. Landenberger second. No discussion. Motion Carried by unanimous roll call vote of four members present.		
	Mgr. Detwiller reviewed the profit & loss report	Mgr. Detwiller moved to accept the P&L; Mgr. Landenberger second. No discussion. Motion Carried by unanimous roll call vote of four members present.		
Pledged Securities	Mgr. Detwiller reported that American Bank Center had notified the board of excess securities; we contacted the bank and asked that they not be released pending receipt of funds from bond issuance. No further action needed at this time.			
Bond Funding	Mgr. Detwiller reported the Fox Island bond has closed and wire transfer received. Tracie verified amount at \$1,397,312.50 received on 12/15/2020.			
Bills:	General bills were presented with a total of \$61,398.92 and mentioned that the Braun Intertec bill falls into the scope of pay previously authorized.	Mgr. Detwiller made motion to approve all bills; Mgr. Beck second. Motion Carried by unanimous roll call vote of four members present.		

Agenda Items	Discussion	Board Action	Responsible Party	Due Date
Fox Island Bills:	Fox Island bills were presented in the amount of \$7,905.36	Mgr. Landenberger reviewed the bills and made motion to approve; Mgr. Detwiller second. Motion Carried by unanimous roll call vote of four members present.		
Drainage Complaints (open):	None noted			
Drainage Complaints (closed):	None noted			
Projects:				
Sibley Island	Mgr. Beck reported that a meeting was held with the park board and corp of engineers. Engr. Gunsch said drilling is completed; still waiting on FEMA Maps. Public meeting will be pending this work being finished. Two action items:			
	Temp Construction License & Certificate of Authority Documents reviewed and provided to Engr. Gunsch to have final edits done and send signed copies in envelope also provided.	Motion by Mgr. Beck; second by Mgr. Detwiller. Motion carried by unanimous voice vote.	Engr Gunsch	
Fox Island Project:	Mgr. Landenberger updated final draft O&M being reviewed; concurred by Engr. Gunsch.			
	Bond closing memo Colliers International attached – pg. 119 of packet			
Establish final interest rate on bond issuance	Mgr. Landenberger & Engr. Gunsch discussed process of providing County Auditor with board decision on final interest rate. 1.45% Above coupon rate per NDCC.	Motion by Mgr. Landenberger to establish final interest rate of 2.99% on Fox Island bond; second by Mgr. Beck. Motion Carried by unanimous roll call vote of four members present.		
Call for Public Comment	Mgr. Reep called for further comments from the board or public regarding Fox Island – Mr. Peter Masset appeared to question O&M 1) how pumping & 2) shoreline maintenance directly on the river. Discussion: Engr. Gunsch stated the O&M will be posted on our website for public convenience. The main river channel is a completely separate issue.			
Missouri Riverbank Stabilization	Engr. Gunsch gathering US Corps on both federal and private facilities and reviewing all data available.			
Other Old Business:				
Burleigh County Assessment District projects	Table to next month			
Policy Manual	In progress, drafted for January Review			
New Business:				
Address change	Board needed to decide whether to use Fronteer Payroll Services; called on Tracie. Board consensus to have PO Box established. Appointed Mgr. Detwiller to establish PO box.	Motion by Mgr. Detwiller to establish PO Box for the district; second by Mgr. Landenberger. Motion carried by unanimous voice vote.	Mgr. Detwiller	12/31/2020

Agenda Items	Discussion	Board Action	Responsible Party	Due Date
Phone Number Change	Same as with address, district needs new phone number. Fronteer payroll services is working to establish. Will complete as soon as action.	Motion by Mgr. Beck to establish phone number specific to the water district; second by Mgr. Landenberger. Motion carried by unanimous voice vote.	Fronteer payroll services	12/31/2020
File Cabinets	Discussion regarding the physical file cabinets located – 3 empty 4 drawer cabinets. End result transfer one (1) to Fronteer Payroll Services office and transfer two(2) for the Highway Dept for their use. Casey from the highway department will coordinate a time with Tracie.	Motion to allow BCHD to pick up cabinets by Mgr. Detwiller; Mgr. Landenberger 2nd. Motion carried by unanimous voice vote.		
Next Meeting:	The next meeting currently scheduled for January 13, 2021.			1/13/2021

With no further business the meeting adjourned at 8:32 a.m.



Tracie Day, BCWRD Admin. Secretary



Burleigh County Water Resource District

PO Box 1255

Bismarck, North Dakota 58502-1255

Website: www.bcwrdd.org; Email: BCWRD@midco.net

BOARD REORGANIZATION

JANUARY 13TH, 2021

The Burleigh County Water Resource District Board (Board) at their January 13, 2021 meeting has reorganized and elected new officers for 2021. The following is a summary of their address, year of appointment, term of office and position.

Dennis Reep	(2014)	12-31-22	
2213 East Ave F	(701) 223-7052 H	(701) 557-9621 or (c) 595-2142	
Bismarck, ND 58501	dwrburleighwrdd@gmail.com		

Rick Detwiller	(2014)	12-31-21	
1900 Harbor Drive	(701) 223-8782	(c) 226-3820	
Bismarck, ND 58504	rdetwillerbcwrdd@gmail.com		

Rodney Beck	(2016)	12-31-21	Manager
1983 Billings Drive	(c) 220-5313		
Bismarck, ND 58504	rlbeckbcwrdd@gmail.com		

James Landenberger	(2017)	12-31-22	Manager
3456 E Century Ave	(701) 426-6439		
Bismarck, ND 58503	james.landenberger@bartwest.com		

Cory Palm	(2021)	12-31-23	Manager
800 79 th Ave NE	(701) 516-4660		
Bismarck, ND 58503	cpalmbcwrdd@gmail.com		

Wendy Egli, Bookkeeper			
Fronteer Payroll Services, Inc	(701) 354-1501		
4007 State Street, Ste #20, Bismarck, ND 58503		bcwrdd@midco.net	

David R. Bliss, Attorney			
Bliss Law Firm, LLC		(701) 223-5769	
PO Box 4126, Bismarck ND 58502-4126		dbliss@blisslaw.com	

Michael Gunsch, PE, CFM			
Houston Engineering, Inc.		Office: (701) 323-0200	
3712 Lockport Street, Bismarck ND 58503		Cell: (701) 527-2134	
		mgunsch@houstoneng.com	

January 13, 2021

Chairman _____ after consulting with members of the Board and based on past experience appointed the following Portfolio leads and alternates to the noted projects. Alternates are available to assist and/or complete assignments, in the absence of the lead, as directed by the Portfolio Manager or the Board.

Hay Creek Watershed/Greenway	-	Rod Beck, Lead/Rick Detwiller, Alternate
Burnt Creek Watershed/Floodway		Cory Palm, Lead/Dennis Reep, Alternate
McDowell Dam Recreation Area	-	James Landenberger, Lead/Rick Detwiller, Alternate
Missouri River Issues		Rick Detwiller, Lead/Rod Beck, Alternate
Apple Creek Watershed		Rick Detwiller, Lead/James Landenberger, Alternate
Landowner Complaints/Stormwater Management		Cory Palm, Lead/Rod Beck, Alternate Rick Detwiller, Alternate
Missouri River Joint WRB		Rod Beck, Lead/James Landenberger, Alternate
Burleigh County Soil Conservation District		James Landenberger, Lead/Cory Palm, Alternate
State Water Commission Liaison		Dennis Reep, Lead/Rod Beck, Alternate
Policy Considerations		Dennis Reep, Lead/James Landenberger, Alternate
MPO (Bis-Man Metropolitan Planning)		Dennis Reep, Lead/Rod Beck Alternate
Apple Creek Industrial Park		James Landenberger, Lead/Cory Palm, Alternate
Fox Island Project		James Landenberger, Lead/Dennis Reep, Alternate
Missouri River Correctional Center		James Landenberger, Lead/Dennis Reep, Alternate
Sibley Island Flood Control		Rod Beck, Lead/Cory Palm, Alternate
ND Water Users		Dennis Reep, Lead/James Landenberger, Alternate
ND Water Resource Board of Directors		Dennis Reep, Lead/James Landenberger, Alternate
ND Irrigation		Rod Beck, Lead/James Landenberger, Alternate
ND Rural Water Systems Association		Rod Beck, Lead/Cory Palm, Alternate
Ward/Ash Coulee		Rick Detwiller, Lead/Dennis Reep, Alternate
Budget		Rick Detwiller, Lead/Dennis Reep, Alternate
Brookfield Estates Flood Control		Dennis Reep, Lead/Cory Palm, Alternate
Country Ridge/Country Creek 3 rd		Cory Palm, Lead/James Landenberger, Alternate
Bismarck Airport Drainage		Dennis Reep, Lead/Cory Palm, Alternate

The Board reserves the authority to revise these appointments as needed to complete its statutory and contractual duties and obligations.

_____, Chairman
Burleigh County Water Resource District



Burleigh County Water Resource District

PO Box 1255

Bismarck, North Dakota 58502-1255

(701) 354-1501

www.bcwrld.org

Burleigh County Water Resource District Proposed 2021 Meeting Dates

January 13, 2021

February 10, 2021

March 10, 2021

April 14, 2021

May 12, 2021

June 9, 2021

July 14, 2021

August 11, 2021

September 8, 2021

October 13, 2021

November 10, 2021

December 8, 2021

Current Board Members:

Dennis Reep, Vice Chairman, Bismarck 223-7052 Rick Detwiller, Secretary Treasurer, Bismarck 223-8782
Rodney Beck, Bismarck 220-5313



MCDOWELL DAM BANK STABILIZATION 2021 PROJECT

DESIGN, BIDDING AND CMS SERVICES

SPECIFIC AUTHORIZATION No. 29

Pursuant to **Exhibit A** of the Agreement for Engineering Services, dated May 14, 2013, by and between the Burleigh County Water Resource District (BCWRD) and Houston Engineering, Inc. (ENGINEER), *Specific Authorization No. 29* is hereby provided to the ENGINEER.

OBJECTIVE

The objectives of *Specific Authorization No. 29* are to evaluate the project area; establish a design; and prepare project documents – consisting of a project manual (bidding documents, contract forms, conditions of the contract, and technical specifications) and project drawings – for bank stabilization measures and trail improvements at McDowell Dam under one construction contract; perform bidding period services for the construction contract; furnish a recommendation for Contractor selection for project implementation; and provide construction management services, further described in following sections.

PHASE 100 - SCOPE OF WORK FOR REGULATORY AND EASEMENTS: **\$1,550**

The Scope of Work for PHASE 100 includes research, preparation and coordination of necessary permits and the regulatory requirements associated with bank stabilization construction and is divided into three significant project tasks, as follows:

1. Coordination with the State Water Commission/State Engineer
2. Preparing and Submitting Permit to North Dakota State Engineer, as necessary
3. Review and submittal of a USACE permit (Nationwide only, if required)

Any associated permit fees will be billed directly to the OWNER and are not included in the estimated budget for this task.

PHASE 200 – SCOPE OF WORK FOR FINAL DESIGN: **\$16,850**

The Scope of Work for PHASE 200 is divided into five tasks, which identify the significant project elements. Each task is divided into subtasks to define the work and final deliverables as follows:

- Task 001 – Ground Reconnaissance Survey
- Task 002 – Final Design
- Task 003 – Project Manual
- Task 004 – Coordination with Bismarck Parks and Recreation District
- Task 005 – Project QA/QC and Meetings

In performing the tasks described, access to property will be required. The ENGINEER will obtain, wherever possible, written or verbal permission from landowner or agent for access on private property. In the event ENGINEER is not granted permission for access, the OWNER will pursue the necessary legal documents to allow entry or may select an alternative route, if applicable.

TASK 001 – GROUND RECONNAISSANCE SURVEY**\$750**

The ENGINEER will conduct site investigations at the project site and coordinate with the Owner to determine site conditions and limitations which may affect design.

TASK 002 - FINAL DESIGN**\$8,700**

This task includes the final design of the bank stabilization and trail improvements.

Subtask 2.1 – Coordinate with BPRD

The ENGINEER will coordinate with the Bismarck Parks and Recreation District related to the location and design of the bank stabilization and trail improvements, and address any additional requirements regarding access, easements, signage, construction and future operation and maintenance provisions.

Subtask 2.2 - Final Structural Design

The final design for the bank stabilization including length, height, width, materials specifications, and erosion control measures.

Subtask 2.3 - Finalize Material Options

The final design will include finalizing material type, gradation, placement and compaction specifications.

TASK 003 – PROJECT MANUAL**\$3,800**

This task encompasses preparation of the information that, along with the project drawings, comprises the project construction documents. The Project Manual will include documents for bidding, specifications and contract documents.

Subtask 3.1 – Bidding Documents

Bidding documents consisting of the Advertisement for Construction Bids, Instructions to Bidders, bid bond requirements, required contractor information, and the remainder of the documentation necessary to obtain bids for the projects will be updated and revised, as necessary.

Subtask 3.2 – Contract Forms

Contract forms including the Notice of Award, Construction Agreement, Performance and Payment Bonds, Certificates of Insurance, and other applicable sample contract documents will be updated or evaluated as appropriate.

Subtask 3.3 – Conditions of the Contract

The General Conditions and Supplementary Conditions will be updated and revised as appropriate under this Scope of Services.

Subtask 3.4 – Technical Specifications

Technical specifications will be prepared for the construction contract anticipated under this Scope of Services.

TASK 004 – COORDINATION WITH THE BPRD

\$600

This task includes coordination efforts with the Bismarck Parks and Recreation District (BPRD) during the project survey, easement and design process. Contact, communications, project updates and the incorporation of related issues will be included in the project manual. Coordination and potential assistance may be provided by BPRD related to site preparation prior to construction.

TASK 005 - PROJECT QUALITY ASSURANCE AND QUALITY CONTROL (QA/QC), AND MEETINGS

\$3,000

This task includes project administration and QA/QC during the design process that will include, at a minimum, the following tasks and deliverables:

- General project management, coordination and billing
- One submittal and review meeting.
- Deliverables and topics for review shall include:
 - Index and technical specifications
 - Project Manual and 11x17 project drawings
 - Presentation and discussion of the opinion of probable construction costs

Upon review and approval of the design submittal, project manuals and drawings will be submitted for review by appropriate agencies.

PHASE 300 – SCOPE OF WORK FOR BIDDING SERVICES:

\$4,780

The Scope of Work for PHASE 300 is divided into four (4) tasks which identify the significant elements of the bid services. The tasks are as follows:

- Task 001 – Revisions to Documents after Comments Received
- Task 002 – Document Control/Reproduction/Mailings
- Task 003 – Engineering Services During the Bid
- Task 004 – Bid Evaluation/Recommendations/Meetings

TASK 001 – REVISIONS TO DOCUMENTS AFTER COMMENTS RECEIVED

\$1,130

This task includes the revisions of the project documents due to comments received from reviewing personnel. Clarifications or corrections required due to planholder questions and comments will be issued as addenda to the bidding documents.

TASK 002 – DOCUMENT CONTROL / REPRODUCTION / MAILINGS**\$800**

This task includes document control, reproduction, and mailing of project documents. The project documents will be reproduced in sufficient numbers for distribution to requesting contractors, sub-contractors, Plan Centers, reviewing agencies, and project team members as appropriate. Document control will include developing and maintaining a Plan Holders list, fee collection and accounting, and plan set distribution/mailing. The Plan Holders list will identify each plan holder and fee collected as appropriate. A reproduction fee per set of Contract Documents or CD with Contract Documents in electronic format will be collected from contractors, subcontractors, and suppliers to help offset reproduction costs.

TASK 003 – ENGINEERING SERVICES DURING THE BID**\$1,950**

This task includes all office engineering services required during the bid period relating to the project. These services include advertisement coordination, receiving and responding to contractor and supplier requests for clarifications, preparing written clarifications and modifications as addenda, and transmitting each written addendum to all plan holders.

TASK 004 - BID EVALUATION/ RECOMMENDATIONS/ MEETINGS**\$900**

This task includes all engineering services related to receiving bids for the contracts. The bid opening will be attended, and assistance will be provided to the OWNER during this process. The bids will be evaluated on responsiveness, bidder responsibility criteria, and bid schedule items cost loading. As appropriate, contractor references will be contacted. A recommendation for contract award to the lowest responsive and responsible contractor will be provided after completion of the bid evaluations. Coordination with the successful Contractor and preparation of construction contracts is included in this Task.

PHASE 400 - CONSTRUCTION MANAGEMENT SERVICES**\$16,800**

Construction Management Services (CMS) will be provided on a time and materials basis due to the potential for an extended construction timeline and unknown contractor issues. Preliminary CMS budgets are provided in this agreement. Record drawings for this project will be provided as part of the CMS budget.

This Scope of Work is divided into Four (4) tasks which identify the significant elements of the Construction Management Services. The phases are as follows:

- Task 001 – Construction Contract Administration
- Task 002 – Field Engineering Services
- Task 003 – Construction Surveying
- Task 004 – Project Closeout

TASK 001 – CONSTRUCTION CONTRACT ADMINISTRATION**\$5,900**

This task includes all office related engineering services during the construction phase of the project. These services commence upon award of Contract to the CONTRACTOR by the OWNER.

Subtask 001 – Preliminary Construction Phase Services

\$900

- A. **Contract Document Distribution.** Two (2) sets of Contract Documents including half-size (11x17) plans and specifications will be provided to the CONTRACTOR.
- B. **Bond and Insurance Review.** The ENGINEER will assist the OWNER in review of the necessary certifications of bonds and insurance, submitted by the CONTRACTOR to verify they are in accordance with the Contract Documents.
- C. **Pre-construction Conference.** The ENGINEER will attend and conduct the preconstruction conference with the CONTRACTOR and the OWNER. The conference will be conducted in accordance with the Contract Documents.
- D. **Contractor Preliminary Submittal Review.** The CONTRACTOR's initial Construction Progress Schedule and Cost Breakdown submittals will be evaluated for detail and consistency. The submittal procedure and process will also be established between the CONTRACTOR and ENGINEER.

Subtask 002 – Office Engineering Services

\$5,000

- A. **Document Control System.** A document filing system will be established for the following:
- Correspondence
 - Submittals
 - Requests for Information
 - Change Orders/Claims
 - Progress Payments
 - Schedules
 - Request for grant or funding reimbursements
 - Others as Necessary
- B. **Construction Schedule.** The CONTRACTOR's monthly updated construction schedule will be evaluated for conformance with Contract schedule, critical path elements, cost breakdown, weather delays, and overall logic.
- C. **Progress Payments.** CONTRACTOR's monthly request for Progress Payment will be reviewed with respect to schedule, cost breakdown and constructed quantities and values. The approved Progress Payment will be transmitted to the OWNER. All quantities will be field verified and agreed to by the ENGINEER and CONTRACTOR's Superintendent.
- D. **Submittal Review.** CONTRACTOR submittals including detailed calculations, shop drawings, fabrication and installation drawings, catalog sheets, data, and samples will be reviewed and returned to the CONTRACTOR with copies transmitted to the ENGINEER and OWNER.
- E. **Change Orders.** The ENGINEER will provide the following services in resolving conditions which will result in a change in schedule or costs from the Construction Contract:

- Design Review. Review the impact on the design of each change order.
- Field Inspection. Conduct an inspection in the field with the CONTRACTOR to review the conditions surrounding the proposed change order.
- Cost Estimating. Evaluate the CONTRACTOR's proposed change order value and time extension.
- Schedule Analysis. Perform a schedule analysis to determine the impact on the scheduled contract time and the CONTRACTOR work effort.

TASK 002 – FIELD ENGINEERING SERVICES

\$6,000

This task includes all services provided by the ENGINEER's "Resident Project Representatives". The term "Resident Project Representatives" (RPR) shall mean those employees of the ENGINEER who are authorized by the ENGINEER to provide construction surveillance and administer the execution of the construction phase of the Contract, acting either directly or through properly authorized agents, each agent acting only within the scope of authority delegated to him by the ENGINEER. The responsibilities of the RPR under this Contract will not include responsibility for the superintendence of the construction process, site conditions, operations, equipment, personnel, or the maintenance of a safe place to work or any safety in, on, or about the site of the work.

Notwithstanding any inferences, references or omissions to the contrary contained within this scope, the OWNER understands that the ENGINEER shall not direct the construction means and techniques of any contractors, subcontractors, etc. at the job site. ENGINEER's duties relative to field observations shall be understood to include making reasonable efforts to guard the OWNER against defects and deficiencies in the work of the CONTRACTOR and to determine if the provisions of the Contract Documents are being fulfilled.

The ENGINEER will provide Resident Project Representative(s) (RPR) as needed during periods of active construction.

A. Onsite Field Observation and Monitoring. Provide onsite field observation and monitoring of the quality and progress of the construction to help determine if the provisions of the construction documents are being fulfilled and to responsibly carry out the program of observation to guard the OWNER against defects and deficiencies in the work of the CONTRACTOR and to advise the CONTRACTOR when defects and deficiencies are observed in the work.

B. Project Construction Reports. Complete Daily Logs will be kept which record the construction activities, equipment and crews, observations, decisions and issues.

C. Coordinate Field Testing. Field and laboratory testing, sampling, and logging of the results will be provided as needed for soils, aggregates and concrete to determine compliance of the materials with the construction contract requirements. The CONTRACTOR will be notified of any unsatisfactory results and retesting will be conducted after corrections are made.

D. Progress Payment Verification. The CONTRACTOR's monthly progress payment request will be reviewed for accuracy of completed and accepted quantities and price as stated on the

CONTRACTOR'S BID.

E. **Photographs.** Pre-construction and progress photographs of construction work will be taken and cataloged to document progress of the work and job site conditions.

F. **Final Review and Inspection.** A review and inspection of the construction work will be conducted and a final "punch list" will be prepared. A final inspection will be conducted after the CONTRACTOR has completed the "punch list" items.

G. **Files.** Orderly files will be maintained. Standard forms provided by the ENGINEER and OWNER will be used for reporting and recording. These records and files may include, but not be limited to the following:

- Daily reports
- Complete set of updated Contract Documents
- Shop drawings
- Pending and completed change orders
- Test reports
- Survey notes
- Transmittal records
- CONTRACTOR payment requests
- Construction correspondence

Task 003 – CONSTRUCTION SURVEYING

\$2,300

This task includes all the necessary construction staking to provide line and grade for the bank stabilization. It also includes final survey for record drawings.

Task 004 – PROJECT CLOSEOUT

\$2,600

This task includes all services related to final closeout of Construction Contract for final acceptance of the project by the OWNER and generation of record drawings.

Subtask 001 – Final Inspection

\$600

The ENGINEER, OWNER and CONTRACTOR will inspect the constructed facilities after final completion of the "punch list" items and after receiving CONTRACTOR's request for final payment. All activities required of the CONTRACTOR to achieve "Final Completion" of Contract will be finalized.

Subtask 002 – Final Change Order and Progress Payment

\$1,050

The ENGINEER will provide necessary review and documentation to finalize recommendation for issuance for CONTRACTOR's "Final Payment", including disposition of retainage (if any) release of bonds and provision of required warranties.

Subtask 003 – Record Drawings

\$950

The design documents will be updated to "As Constructed" documents utilizing the CONTRACTOR's maintained set of record drawings, as well as the resident project representatives' records.

PRODUCT

The ENGINEER will provide all revised project documents and engineering services necessary during the design, bidding and construction period for the contract. The final product will be final construction plans, project manual and advertisement for bid, contractor recommendations for award, preparation of the Notice of Award, preparation of construction contract for execution by the OWNER, issuing the Notice to Proceed upon execution of the construction contract, acceptance of the constructed McDowell Dam Bank Stabilization 2021 Project and completed Record Drawings delivered to the Owner.

SCHEDULE

The schedule for completion of these tasks will be 26 weeks from notice by OWNER to proceed. This date may be adjusted by mutual agreement after considering final advertising publication data, spring construction startup and other factors occurring during the design process.

COMPENSATION

Compensation will be in accordance with the Agreement for Engineering Services Hourly Rates and Charges, using ENGINEERS' 2021 Fee Schedule, with a not to exceed **\$39,980.00** without further written authorization or direction from the Board. ENGINEER Fee Schedule is subject to revision on January 1, 2022 for the duration of *Specific Authorization No. 29*.

OWNER'S REPRESENTATIVE:

**BURLEIGH COUNTY WATER
RESOURCE DISTRICT**

BY: _____
Dennis Reep, Chairman

Date: _____

ENGINEER'S REPRESENTATIVE:

HOUSTON ENGINEERING, INC.

BY: _____
Sherwin Wanner, Office Manager

Date: _____

Burleigh County Water Resource District (BCWRD)

01/08/21

Balance Sheet

Accrual Basis

As of January 13, 2021

	Jan 13, 21
ASSETS	
Current Assets	
Checking/Savings	
American Bank Center Checking	1,726,265.14
Designated Reserve Funds	
Aero Club Rent	13.00
Apple Valley	19,000.00
Apple Valley Spec. Assessment	12,626.81
Brookfield Estates	2,377.34
Burnt Creek	115,000.00
Emergency Fund	95,037.13
McDowell Dam (Buffer Zone)	80,000.00
McDowell Dam Fresh Water Intake	10,000.00
McDowell Rent	10,609.00
Missouri River Bank Stabilizati	24,906.33
Designated Reserve Funds - Other	244.23
Total Designated Reserve Funds	369,813.84
Total Checking/Savings	2,096,078.98
Other Current Assets	
11000 · Intergovernmental Receivable	12,912.80
11010 · Taxes Receivable	11,294.71
12000 · Undeposited Funds	8,356.73
Total Other Current Assets	32,564.24
Total Current Assets	2,128,643.22
Fixed Assets	
14500 · Construction In Progress	1,015,599.00
15005 · Land	112,481.50
15010 · Infrastructure	1,608,191.34
15015 · Land Improvements	1,810,033.62
15020 · Buildings	187,659.68
15025 · Office Furniture & Equipment	144,208.58
15051 · Acc Depr - Infrastructure	-171,772.13
15052 · Acc Depr - Land Improvements	-931,566.34
15053 · Acc Depr - Building	-149,593.71
15054 · Acc Depr - Office Furn & Equip	-107,468.82
Total Fixed Assets	3,517,772.72
TOTAL ASSETS	5,646,415.94
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
21010 · Retainage Payable	36,240.00
24000 · Payroll Liabilities	1,553.96
25000 · Bond Discount	-27,142.50
Total Other Current Liabilities	10,651.46
Total Current Liabilities	10,651.46
Long Term Liabilities	
23200 · Rehab Apple Valley Waste Water	160,000.00
237 · Burnt Creek Floodway	291,100.00
23800 · Missouri River Correctional Cen	330,812.50
23900 · Fox Island Improvement	1,415,000.00
Total Long Term Liabilities	2,196,912.50
Total Liabilities	2,207,563.96
Equity	
32000 · Retained Earnings	3,442,306.46

Burleigh County Water Resource District (BCWRD)
Balance Sheet
As of January 13, 2021

	Jan 13, 21
Net Income	-3,454.48
Total Equity	3,438,851.98
TOTAL LIABILITIES & EQUITY	5,646,415.94

Burleigh County Water Resource District (BCWRD)

Balance Sheet

01/08/21

As of December 31, 2020

Accrual Basis

	Dec 31, 20
ASSETS	
Current Assets	
Checking/Savings	
American Bank Center Checking	1,731,560.81
Designated Reserve Funds	
Aero Club Rent	13.00
Apple Valley	19,000.00
Apple Valley Spec. Assessment	12,626.81
Brookfield Estates	2,377.34
Burnt Creek	115,000.00
Emergency Fund	95,037.13
McDowell Dam (Buffer Zone)	80,000.00
McDowell Dam Fresh Water Intake	10,000.00
McDowell Rent	10,609.00
Missouri River Bank Stabilizati	24,906.33
Designated Reserve Funds - Other	244.23
Total Designated Reserve Funds	369,813.84
Total Checking/Savings	2,101,374.65
Other Current Assets	
11000 · Intergovernmental Receivable	12,912.80
11010 · Taxes Receivable	11,294.71
Total Other Current Assets	24,207.51
Total Current Assets	2,125,582.16
Fixed Assets	
14500 · Construction In Progress	1,015,599.00
15005 · Land	112,481.50
15010 · Infrastructure	1,608,191.34
15015 · Land Improvements	1,810,033.62
15020 · Buildings	187,659.68
15025 · Office Furniture & Equipment	144,208.58
15051 · Acc Depr - Infrastructure	-171,772.13
15052 · Acc Depr - Land Improvements	-931,566.34
15053 · Acc Depr - Building	-149,593.71
15054 · Acc Depr - Office Furn & Equip	-107,468.82
Total Fixed Assets	3,517,772.72
TOTAL ASSETS	5,643,354.88
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	-5,649.00
Total Accounts Payable	-5,649.00
Other Current Liabilities	
21010 · Retainage Payable	36,240.00
24000 · Payroll Liabilities	687.42
25000 · Bond Discount	-27,142.50
Total Other Current Liabilities	9,784.92
Total Current Liabilities	4,135.92
Long Term Liabilities	
23200 · Rehab Apple Valley Waste Water	160,000.00
237 · Burnt Creek Floodway	291,100.00
23800 · Missouri River Correctional Cen	330,812.50
23900 · Fox Island Improvement	1,415,000.00
Total Long Term Liabilities	2,196,912.50

Balance Sheet

As of December 31, 2020

	Dec 31, 20
Total Liabilities	2,201,048.42
Equity	
32000 · Retained Earnings	3,369,908.71
Net Income	72,397.75
Total Equity	3,442,306.46
TOTAL LIABILITIES & EQUITY	5,643,354.88

Burleigh County Water Resource District (BCWRD)

Profit & Loss by Class

January through December 2020

	TOTAL	- General	Apple Valley	Brookfield Est.	Burnt Creek Floodway	Burnt Creek Watershed	Country Ridge/Creek	Fox Island	Hay Creek Pines	McDowell Dam	Missouri River Gen.	MRCC	Sibley Island	TOTAL
Income														
31110 · Real Estate Tax	879,644.78	877,344.76	0.00	0.00	2,300.02	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	879,644.78
31810 · In Lieu of Tax	12,410.58	12,410.58	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,410.58
36110 · Interest	37.01	37.01	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	37.01
36210 · McDowell Dam Recreation Income	38,045.03	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	38,045.03	0.00	0.00	0.00	38,045.03
36215 · McDowell Dam Land Lease	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	0.00	0.00	0.00	500.00
43610 · State Aid Distribution	36,007.50	36,007.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	36,007.50
43810 · Reimbursements	38,035.82	0.00	592.02	41.83	1,743.86	0.00	0.00	0.00	0.00	0.00	0.00	35,658.11	0.00	38,035.82
44110 · Operations & Maintenance	49,071.62	0.00	0.00	0.00	21,099.61	0.00	0.00	0.00	0.00	0.00	0.00	27,972.01	0.00	49,071.62
46910 · Misc Revenue	674.50	673.00	0.00	0.00	0.00	0.00	0.00	1.50	0.00	0.00	0.00	0.00	0.00	674.50
Total Income	1,054,426.84	926,472.85	592.02	41.83	25,143.49	0.00	0.00	1.50	0.00	38,545.03	0.00	63,630.12	0.00	1,054,426.84
Gross Profit	1,054,426.84	926,472.85	592.02	41.83	25,143.49	0.00	0.00	1.50	0.00	38,545.03	0.00	63,630.12	0.00	1,054,426.84
Expense														
111 · Payroll Expenses	19,631.24	19,631.24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	19,631.24
111A · Payroll Taxes														
Workforce Safety & Insurance	250.00	250.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00
111A · Payroll Taxes - Other	1,655.80	1,655.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,655.80
Total 111A · Payroll Taxes	1,905.80	1,905.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,905.80
112 · Management Services	10,058.22	10,058.22	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,058.22
113 · Accounting & Contract Services	17,865.00	17,865.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	17,865.00
114 · Audit	7,350.00	7,350.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,350.00
312 · Legal Fees	20,522.00	14,810.40	0.00	0.00	0.00	0.00	0.00	4,925.60	0.00	707.40	0.00	78.60	0.00	20,522.00
315 · Engineering Administration	15,652.50	12,132.00	0.00	0.00	0.00	0.00	0.00	0.00	2,016.75	0.00	0.00	1,503.75	0.00	15,652.50
328 · Liability Insurance	4,216.00	4,216.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,216.00
335 · Building Rent	1,125.00	1,125.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,125.00
376 · Dues & Publications	2,838.96	2,338.96	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	0.00	0.00	2,838.96
411 · Office Expense	1,509.58	1,509.58	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,509.58
50913 · Interest Expense	12,800.00	2,125.00	2,125.00	0.00	4,050.00	0.00	0.00	0.00	0.00	0.00	0.00	4,500.00	0.00	12,800.00
905 · McDowell Dam-Capital Improvemen	20,177.60	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20,177.60	0.00	0.00	0.00	20,177.60
910 · Projects														
Administration	278,053.12	8,525.00	425.00	0.00	450.00	0.00	0.00	14,476.36	0.00	253,081.76	0.00	1,095.00	0.00	278,053.12
Engineering	434,481.86	39,303.75	0.00	0.00	2,900.50	1,000.00	0.00	319,462.31	0.00	14,816.25	10,163.50	0.00	46,835.55	434,481.86
Legal Fees	5,240.00	0.00	0.00	0.00	0.00	0.00	0.00	5,109.00	0.00	131.00	0.00	0.00	0.00	5,240.00
O&M	28,031.51	8,787.97	0.00	666.25	3,592.50	0.00	614.25	167.70	0.00	11,143.34	0.00	3,059.50	0.00	28,031.51
Total 910 · Projects	745,806.49	56,616.72	425.00	666.25	6,943.00	1,000.00	614.25	339,215.37	0.00	279,172.35	10,163.50	4,154.50	46,835.55	745,806.49
920 · Continuing Education	200.00	200.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00
933 · Missouri River General Services	5,285.66	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,331.80	2,953.86	0.00	5,285.66
937 · Design/Special Assessment														
Engineering	48,652.35	0.00	0.00	0.00	0.00	0.00	0.00	26,478.90	0.00	0.00	3,691.50	0.00	18,481.95	48,652.35
937 · Design/Special Assessment - Other	30,143.79	0.00	0.00	0.00	0.00	0.00	0.00	24,319.54	0.00	0.00	2,352.50	0.00	3,471.75	30,143.79
Total 937 · Design/Special Assessment	78,796.14	0.00	0.00	0.00	0.00	0.00	0.00	50,798.44	0.00	0.00	6,044.00	0.00	21,953.70	78,796.14
940 · Operations & Maintenances	2,471.75	0.00	0.00	0.00	1,312.25	0.00	0.00	0.00	0.00	0.00	0.00	1,159.50	0.00	2,471.75
941 · Stream Gages	757.50	757.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	757.50
960 · Drainage Complaints	7,303.15	7,303.15	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,303.15
970 · Storm Water Management Plans														
970-1 · SWMP Engineering Costs	5,288.50	5,288.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,288.50
970 · Storm Water Management Plans - Other	468.00	468.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	468.00
Total 970 · Storm Water Management Plans	5,756.50	5,756.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,756.50
Total Expense	982,029.09	165,701.07	2,550.00	866.25	12,305.25	1,000.00	614.25	394,939.41	2,016.75	300,057.35	19,039.30	14,350.21	68,789.25	982,029.09
Net Income	72,397.75	760,771.78	-1,957.98	-624.42	12,838.24	-1,000.00	-614.25	-394,937.91	-2,016.75	-261,512.32	-19,039.30	49,279.91	-68,789.25	72,397.75

Burleigh County Water Resource District (BCWRD)

Profit & Loss by Class

January 1 - 13, 2021

	TOTAL	- General	McDowell Dam	Missouri River Gen.	TOTAL
Income					
34220 · Operating Grants	8,356.73	0.00	8,356.73	0.00	8,356.73
Total Income	8,356.73	0.00	8,356.73	0.00	8,356.73
Gross Profit	8,356.73	0.00	8,356.73	0.00	8,356.73
Expense					
111 · Payroll Expenses	5,710.50	5,710.50	0.00	0.00	5,710.50
111A · Payroll Taxes	451.71	451.71	0.00	0.00	451.71
315 · Engineering Administration	1,104.00	1,104.00	0.00	0.00	1,104.00
905 · McDowell Dam-Capital Improvemen	969.00	0.00	969.00	0.00	969.00
910 · Projects					
Engineering	1,508.00	1,508.00	0.00	0.00	1,508.00
Total 910 · Projects	1,508.00	1,508.00	0.00	0.00	1,508.00
937 · Design/Special Assessment	2,068.00	0.00	0.00	2,068.00	2,068.00
Total Expense	11,811.21	8,774.21	969.00	2,068.00	11,811.21
Net Income	-3,454.48	-8,774.21	7,387.73	-2,068.00	-3,454.48

Preliminary Geotechnical Evaluation Report


Sibley Island Flood Control Project
General Sibley Park Section
Bismarck, North Dakota

Prepared for

Burleigh County Water Resources District

Professional Certification:

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Registered Professional Engineer under the laws of the State of North Dakota.


Corey D. Lindeman, PE
Project Engineer
Registration Number: PE-28010
December 17, 2020



Project B2010523

Braun Intertec Corporation

December 17, 2020

Project B2010523

Tracie Day
Burleigh County Water Resources District
1720 Burnt Boad Dr, Ste. 205
Bismarck, ND 58503

Re: Preliminary Geotechnical Evaluation
Sibley Island Flood Control Project
General Sibley Park Section
Bismarck, North Dakota

Dear Tracie:

We are pleased to present this Preliminary Geotechnical Evaluation Report for the section of the Sibley Island Flood Control Project on the east side of General Sibley Park and Campground in Bismarck, North Dakota.

Thank you for making Braun Intertec your geotechnical consultant for this project. If you have questions about this report, or if there are other services that we can provide in support of our work to date, please contact Corey Lindeman at 701-241-5029 or clindeman@braunintertec.com.

Sincerely,

BRAUN INTERTEC CORPORATION



Corey D. Lindeman, PE
Project Engineer



Nathan L. McKinney, PE
Vice President, Principal Engineer

C: Michael Grunsch, PE (Houston Engineering)
Travis Johnson, PE (Houston Engineering)

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Appendix

Soil Boring Location Sketch

Fence Diagram (ST-01 to ST-05)

Log of Boring Sheets (ST-01 to ST-05)

Descriptive Terminology of Soil

A. Introduction

A.1. Project Description

Houston Engineering is designing a flood control project for residents of the Sibley Island area located between South Washington Street and Apple Creek Drive in south Bismarck, North Dakota. The protection is anticipated to be split into 3 sections, an earthen levee and 2 areas consisting of road grade raise. Current concept includes roadway grade raises along Apple Creek Drive, Oahe Bend, South 12th Street, and South Washington Street. Details of the design are still being worked on, so we have provided the first phase of the project which is located on land owned by the USACE. Further borings and engineering analyses are planned to be completed at a later date once further design details have been determined and landowner permissions have been obtained. Figure 1 below illustrates the project site plan and planned soil boring locations (red/yellow dots) performed for this phase. Initially, rig-drilled borings were planned for both locations; however, due to drill rig access constraints within the oxbow area, the boring was replaced with several hand auger borings as described in the Scope of Services section.

Figure 1. Project Site Plan



Excerpt of Concept Plan and Profile provided by Houston Engineering on November 17, 2020.

A.2. Site Conditions and History

The portion of the new levee where our borings were performed lies within the campground area of General Sibley Park and Campground. The ground surface generally consists of grass and trees along with a system of paved roadways which wind throughout the campground area. Starting at the north edge of

General Sibley Park and Campground near South Washington Street, a dry oxbow channel curves along the north and east edges of the park. The channel consists of tall grasses and fallen trees.

Based on available topographic information, the surface elevation within the evaluation area ranges from about 1,626 feet in the oxbow channel up to around 1,633 feet in the campground area. A small earthen berm was constructed across the oxbow and is about 4 to 5 feet tall. The terrain is relatively flat in the park area.

A.3. Purpose

The purpose of our preliminary geotechnical evaluation is to characterize subsurface geologic conditions at selected exploration locations and provide subgrade preparation requirements to consider.

A.4. Background Information and Reference Documents

We reviewed the following information:

- Aerial photographs of the site from Google Earth™ dated September 1997 to May 2017.
- The Geologic Map of Burleigh County, North Dakota, Bulletin 42, Part 1, prepared by the North Dakota Geological Survey and the North Dakota State Water Commission, 1965.
- Sibley Island Flood Control Project Concept Plan and Profile (Drawing No. 1 dated January 7, 2019) provided by Houston Engineering on November 17, 2020.
- Communications with Michael Gunsch, PE and Travis Johnson, PE with Houston Engineering.

We have described our understanding of the proposed construction and site to the extent others reported it to us. Depending on the extent of available information, we may have made assumptions based on our experience with similar projects. If we have not correctly recorded or interpreted the project details, the project team should notify us. New or changed information could require additional evaluation, analyses and/or recommendations.

A.5. Scope of Services

We performed our scope of services for the project in accordance with our Proposal QTB103235, dated November 20, 2020 and authorized on November 29, 2020. The following sections describe the tasks we completed in accordance with our authorized scope of services. The following sections also note the nature of and factors contributing to deviations from our authorized scope of services.

Our scope of services did not include environmental services or testing, and the personnel performing the evaluation are not trained to provide environmental services or testing. We can provide these services or testing at your request.

A.5.a. Site Reconnaissance

We visited the site prior to our drill rig mobilization to evaluate drill rig access for the proposed boring locations. It was determined that the borings near the berm in the oxbow channel area would need to be performed with hand augers due to access constraints.

A.5.b. Staking and Surveying

We staked the boring locations based on the provided site layout overlaid on Google Earth to obtain GPS coordinates of the proposed borings. The exploration locations were located using handheld, consumer-grade GPS equipment which has a horizontal accuracy of 20 feet. Elevations of each boring location were obtained from publicly available LiDAR information and rounded to the nearest 1 foot. We left wood lathe at each boring location for Houston to obtain higher detail elevation and GPS coordinates, as needed.

A.5.c. Subsurface Exploration

We performed 1 standard penetration test boring and 4 hand auger borings at the locations shown on the Boring Location Sketch attached in the Appendix and extended from about 3 to 20 feet below the existing ground surface. We obtained a thin-wall tube sample while advancing the standard penetration test boring. Prior to commencing our subsurface exploration activities, we cleared the exploration locations of public underground utilities through North Dakota One Call. After discussing the private electrical line locations used for supplying power to RVs in the campground with park personnel, it was determined that existing utility maps were not reliably accurate, so we retained a private utility locate contractor to assist with locating the lines.

As per USACE specifications, we revisited the site to top off any grout that had settled in the upper 6 inches of our boreholes and attempted to return the surface to near pre-drilling conditions.

A.5.d. Soil Logging and Laboratory Testing

Soil samples were returned to our laboratory, where they were visually classified and logged by a geotechnical engineer in general accordance with ASTM D2487. To help classify the materials encountered and estimate/measure the engineering properties necessary to our analyses, we performed moisture content, percent passing the #200 sieve, and Atterberg Limits testing.

A.5.e. Report Evaluation

Data obtained from the borings and laboratory tests were used to evaluate the subsurface profile and groundwater conditions, perform engineering analyses related to structure design and performance, and prepare this report.

B. Results

B.1. Geologic Overview

According to geologic literature, the surficial geological materials consist of alluvial sediment draped over the underlying bedrock. The underlying bedrock consists of weakly lithified claystone, sandstone, siltstone, and lesser common lignite and bentonite layers of the upper Cretaceous-aged Hell Creek Formation. Our borings did not extend deep enough to encounter the underlying bedrock.

We based the geologic origins used in this report on the soil types, laboratory testing, and available common knowledge of the geological history of the site. Because of the complex depositional history, geologic origins can be difficult to ascertain. We did not perform a detailed investigation of the geologic history for the site.

B.2. Boring Results

Table 1 provides a summary of the soil boring results, in the general order we encountered the strata. Please refer to the Log of Boring sheets in the Appendix for additional details. The Descriptive Terminology sheets in the Appendix include definitions of abbreviations used in Table 3.

Table 1. Subsurface Profile Summary¹

Strata	Soil Type - ASTM Classification	Range of Penetration Resistances	Commentary and Details
Fill	CL, CH	N/A	<ul style="list-style-type: none"> ▪ Ranged from about 3 1/2 feet within the campground area and extended up to 7 feet below grade within the existing berm and often contained some amount of roots. ▪ Ranged from brown to dark brown in color and generally in a moist condition.
Alluvial deposits	CL, CH	5 BPF	<ul style="list-style-type: none"> ▪ Alluvial clays consisted of lean clay and fat clay containing varying amounts of sand lenses. ▪ Ranged from brown to dark gray in color and generally moist. ▪ Consistency was generally medium.
Alluvial deposits	ML, SM	2 to 5 BPF	<ul style="list-style-type: none"> ▪ Cohesionless alluvial soils consist of sand deposits containing silt and silts containing varying amounts of sand. ▪ Ranged from yellow-brown to dark gray in color. ▪ Moisture condition ranged from moist to wet. ▪ Relative density ranged from very loose to loose.

¹Abbreviations defined in the attached Descriptive Terminology sheets.

B.3. Groundwater

We encountered groundwater in our 20-foot deep boring at a depth of about 14 feet below existing grade. We did not encounter groundwater in any of our hand auger borings within the oxbow channel. Based on our groundwater measurements, the groundwater surface elevation at the time of the evaluation appeared to be about 1,618 feet. The soil borings indicate a layered soil profile that is conducive for encountering perched water conditions. Project planning should expect groundwater will fluctuate in relation to seasonal variations and in response to changing river levels.

B.4. Laboratory Test Results

We performed 16 moisture content tests (ASTM D2216), 2 Atterberg Limits tests (ASTM D4318), and 2 percent passing #200 sieve (P200) (ASTM D1140A) tests on selected samples to aid in soil classification and estimation of engineering properties. Table 2 summarizes the results of our laboratory tests.

The moisture content of the native clays ranged from 21 to 38 percent, indicating it ranged from near to well above its estimated optimum moisture content. The clay fill within the berm ranged from 10 to 25 percent indicating the fill is below to near the estimated optimum moisture content. The silt and sand moisture content results ranged from 10 to 42, which indicates it ranged from near to well above its estimated optimum moisture content. Other laboratory tests are shown on the attached Log of Borings and summarized in the table below.

Table 2. Laboratory Classification Test Results

Location	Sample Depth (ft)	Classification (USCS)	Moisture Content (w, %)	Percent Passing a #200 Sieve (w, %)	Liquid Limit	Plastic Limit	Plastic Index
ST-01	4.5 – 6	Lean Clay (CL)	32	--	32	24	8
	9.5 – 11	Silt w/Sand (ML)	42	83	--	--	--
	19.5 – 21	Poorly Graded Sand w/Silt (SP-SM)	31	12	--	--	--
ST-03	5 – 6	Fat Clay (CH)	22	--	74	19	55

C. Preliminary Recommendations

C.1. Levee Subgrade Preparation

C.1.a. General Excavations

We recommend stripping the unsuitable materials consisting of topsoil, vegetation, existing fill, and soft/unstable soils from below the levee alignment as part of the grading operations. Based on our borings, we anticipate excavation depths required to remove unsuitable materials will be on the order of 3 1/2 feet below existing grades near the campground boring. Within the oxbow, the existing berm should be removed, and then about 2 feet of further stripping below surrounding grades is anticipated. Any utility trench backfill should be removed from below the footprint of the levee and replaced as recommended for levee fill. We recommend excavations be performed with a smooth bucket to minimize disturbance of the native soils prior to placement of engineered fill.

Generally, the soils encountered in our borings are compactable material, but it should be noted that a seepage and stability analysis is not a part of this scope and will be needed to confirm acceptable material types to use as levee fill. Also note that sizeable trees are located within the proposed

alignment, and soil within their root zones is not suitable for reuse, which will limit the reusable volume of material. Moisture conditioning should be expected as the clays do vary from their estimated optimum moisture content.

C.1.b. Inspection Trench

With initial stripping and removals completed beneath the levee footprints, we recommend excavating inspection trenches parallel to and below the centerline of each levee segment, terminating at a depth below the removal bottoms that is equal to the height of the levee above existing grades, with a minimum depth of 3 feet, provided they also penetrate any undocumented fill, organic soils, buried topsoil, or other undesirable foundation materials.

Should the inspection trenches expose structurally unsuitable materials, a geotechnical engineer should be consulted to evaluate the ultimate extent to which excavations need be extended below the levees, or to explore options for stabilizing the excavation bottoms in advance of backfilling.

We recommend removing groundwater (if encountered) and surface runoff from the excavations prior to backfilling. We anticipate the majority of the excavations will be made in low-permeable clay-rich soils, in which case sumps and pumps can be considered.

The bottom of the trench should be a minimum of 3 feet wide, but also wide enough to accommodate compaction equipment. The side slopes of the trench should comply with the requirements of OSHA 29 CFR, Part 1926, Subpart P, "Excavations and Trenches" in order to facilitate observation of the trench. Further discussion regarding excavated slopes is included in the following section.

Prior to backfilling the trench, it should be inspected for seepage channels or other undesirable material. If seepage channels or undesirable material are present, they should be excavated and removed with a trench that is wide enough to accommodate compaction equipment. The trenches should be backfilled and compacted as recommended in the following section.

C.1.c. Excavated Slopes

Based on the borings, we anticipate on-site soils in excavations will consist of clay and sand/silt soils. These soils are typically considered Type B (clay) and C (sand/silt) soils under OSHA (Occupational Safety and Health Administration) guidelines. OSHA guidelines indicate unsupported excavations in Type B and C soils should have gradients no steeper than 1H:1V and 1 1/2H:1V, respectively. Slopes constructed in this manner may still exhibit surface sloughing. OSHA requires an engineer to evaluate slopes or excavations over 20 feet in depth. Slope stability analyses were performed for this site and are discussed in Section C.9 of this report.

An OSHA-approved qualified person should review the soil classification in the field. Excavations must comply with the requirements of OSHA 29 CFR, Part 1926, Subpart P, "Excavations and Trenches." This document states excavation safety is the responsibility of the contractor. The project specifications should reference these OSHA requirements.

C.1.d. Excavation Dewatering

Based on the groundwater elevations measured in our borings, shallow excavations and grading operations are not anticipated to encounter groundwater. However, if perched groundwater or runoff from precipitation is encountered during excavation/grading operations, we recommend sump pumps be used to remove the water from the base of excavations in clay soils.

C.2. Construction Quality Control

C.2.a. Excavation Observations

We recommend having a geotechnical engineer or an engineering technician working under the direction of a geotechnical engineer observe the levee excavation bottoms. The purpose of the observations is to evaluate the origin, composition and competence of the materials exposed in the excavations, the suitability of those materials for backfill and structure support, and the adequacy of excavation oversizing.

C.2.b. Materials Testing

We recommend density tests be taken in the excavation backfill and levee fill.

C.2.c. Cold Weather Precautions

If site grading and construction is anticipated during cold weather, snow and ice should be removed from fill areas prior to placing excavation backfill or additional required fill. No backfill or fill should be placed on frozen subgrades. No frozen soils should be used as backfill or fill.

D. Procedures

D.1. Penetration Test Borings

We drilled the penetration test borings with a truck-mounted drill rig equipped with hollow-stem auger. We performed the borings in general accordance with ASTM D6151 taking penetration test samples at 2 1/2- or 5-foot intervals in general accordance to ASTM D1586. We collected thin-walled tube samples in

general accordance with ASTM D1587 at selected depths. The boring logs show the actual sample intervals and corresponding depths.

D.2. Hand Auger Borings

We drilled hand auger borings with a 3 1/4-inch-diameter bucket auger. We advanced the borings in 6- to 8-inch increments to depths of 3 to 8 feet below subgrade elevations. We then withdrew the auger from the borehole to obtain cuttings. We made preliminary estimates of soil consistency based on resistance to penetration of the hand auger and the turning resistance.

D.3. Exploration Logs

D.3.a. Log of Boring Sheets

The Appendix includes Log of Boring sheets for our penetration test borings. The logs identify and describe the penetrated geologic materials, and present the results of penetration resistance and laboratory tests performed. The Appendix also includes Fence Diagrams intended to provide a summarized cross-sectional view of the soil profile across the site.

We inferred strata boundaries from changes in the penetration test samples and the auger cuttings. Because we did not perform continuous sampling, the strata boundary depths are only approximate. The boundary depths likely vary away from the boring locations, and the boundaries themselves may occur as gradual rather than abrupt transitions.

D.3.b. Geologic Origins

We assigned geologic origins to the materials shown on the logs and referenced within this report, based on: (1) a review of the background information and reference documents cited above, (2) visual classification of the various geologic material samples retrieved during the course of our subsurface exploration, (3) penetration resistance testing performed for the project, (4) laboratory test results, and (5) available common knowledge of the geologic processes and environments that have impacted the site and surrounding area in the past.

D.4. Material Classification and Testing

D.4.a. Visual and Manual Classification

We visually and manually classified the geologic materials encountered based on ASTM D2488. When we performed laboratory classification tests, we used the results to classify the geologic materials in

accordance with ASTM D2487. The Appendix includes a chart explaining the classification system we used.

D.4.b. Laboratory Testing

The exploration logs in the Appendix note most of the results of the laboratory tests performed on geologic material samples. The remaining laboratory test results follow the exploration logs. We performed the tests in general accordance with ASTM procedures.

D.5. Groundwater Measurements

The drillers checked for groundwater while advancing the penetration test borings, and again after auger withdrawal. We then filled the boreholes or allowed them to remain open for an extended period of observation, as noted on the boring logs.

E. Qualifications

E.1. Variations in Subsurface Conditions

E.1.a. Material Strata

We developed our evaluation, analyses and recommendations from a limited amount of site and subsurface information. It is not standard engineering practice to retrieve material samples from exploration locations continuously with depth. Therefore, we must infer strata boundaries and thicknesses to some extent. Strata boundaries may also be gradual transitions, and project planning should expect the strata to vary in depth, elevation and thickness, away from the exploration locations.

Variations in subsurface conditions present between exploration locations may not be revealed until performing additional exploration work, or starting construction. If future activity for this project reveals any such variations, you should notify us so that we may reevaluate our recommendations. Such variations could increase construction costs, and we recommend including a contingency to accommodate them.

E.1.b. Groundwater Levels

We made groundwater measurements under the conditions reported herein and shown on the exploration logs, and interpreted in the text of this report. Note that the observation periods were relatively short, and project planning can expect groundwater levels to fluctuate in response to rainfall,

flooding, irrigation, seasonal freezing and thawing, surface drainage modifications and other seasonal and annual factors.

E.2. Continuity of Professional Responsibility

E.2.a. Plan Review

We based this report on a limited amount of information, and we made a number of assumptions to help us develop our recommendations. We should be retained to review the geotechnical aspects of the designs and specifications. This review will allow us to evaluate whether we anticipated the design correctly, if any design changes affect the validity of our recommendations, and if the design and specifications correctly interpret and implement our recommendations.

E.2.b. Construction Observations and Testing

We recommend retaining us to perform the required observations and testing during construction as part of the ongoing geotechnical evaluation. This will allow us to correlate the subsurface conditions exposed during construction with those encountered by the borings and provide professional continuity from the design phase to the construction phase. If we do not perform observations and testing during construction, it becomes the responsibility of others to validate the assumption made during the preparation of this report and to accept the construction-related geotechnical engineer-of-record responsibilities.

E.3. Use of Report



This report is for the exclusive use of the addressed parties. Without written approval, we assume no responsibility to other parties regarding this report. Our evaluation, analyses and preliminary recommendations may not be appropriate for other parties or projects.

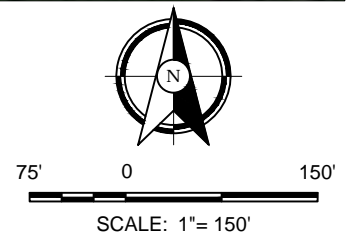
E.4. Standard of Care

In performing its services, Braun Intertec used that degree of care and skill ordinarily exercised under similar circumstances by reputable members of its profession currently practicing in the same locality. No warranty, express or implied, is made.

Appendix



-  DENOTES APPROXIMATE LOCATION OF STANDARD PENETRATION TEST BORING
-  DENOTES APPROXIMATE LOCATION OF HAND AUGER BORING



1502 Grumman Lane
Bismarck, ND 58504
701.255.7180
braunintertec.com

Project No:
B2010523

Drawing No:
B2010523

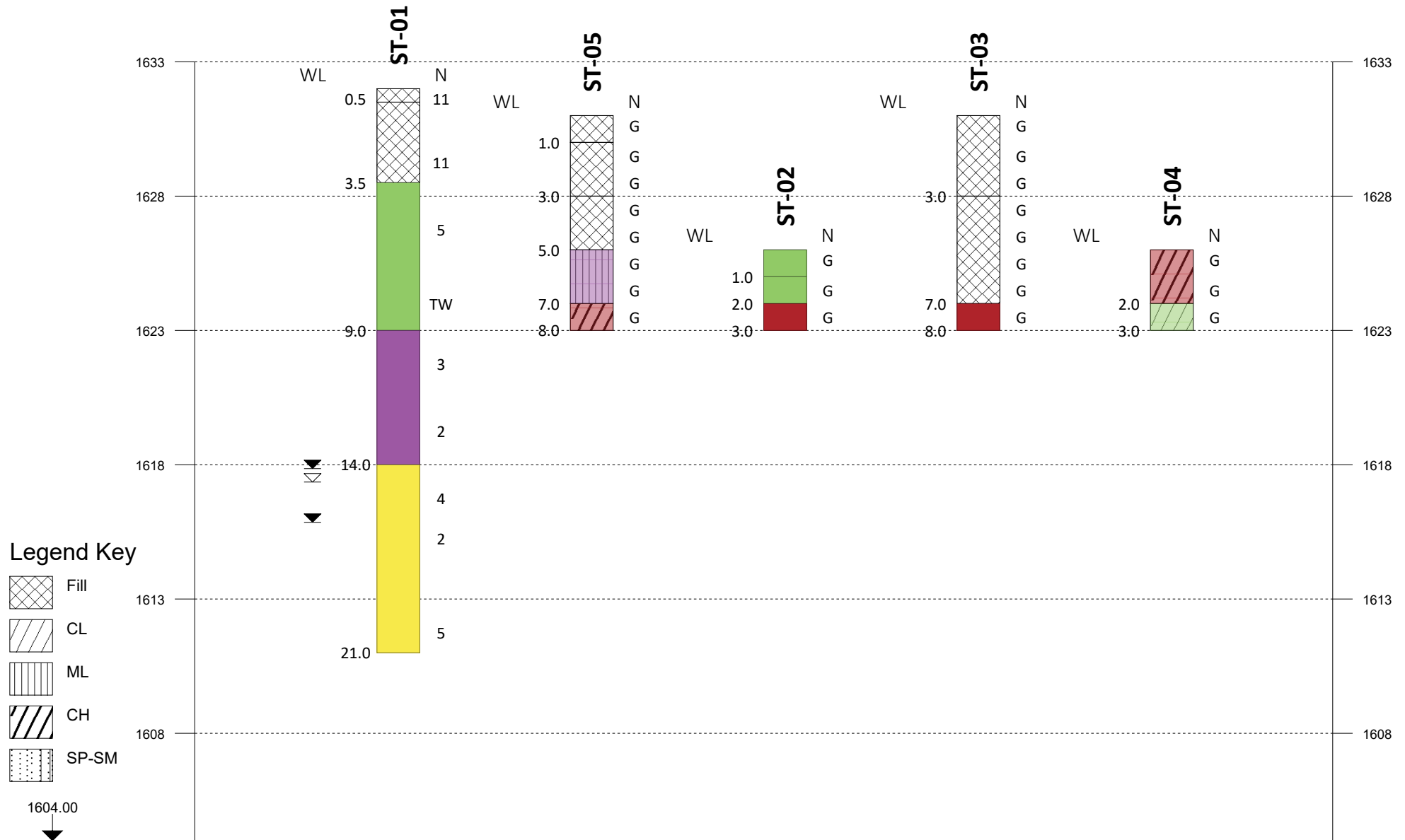
Drawn By: LAO
Date Drawn: 12/15/20
Checked By: CL
Last Modified: 12/15/20

Sibley Island Levee and Grade Raise

Sibley Island Park

Bismarck, North Dakota

**Investigation
Location Sketch**



SECTION LINE 1





Fence Diagram

Geotechnical Evaluation
 Sibley Island Levee and Grade Raise
 Sibley Island Park
 Bismarck , North Dakota

Project ID: B2010523
 Vert. Scale: 1"= xxx'
 Hor. Scale: NTS
 Date: 12/15/2020

Project Number B2010523 Geotechnical Evaluation Sibley Island Levee and Grade Raise Sibley Island Park Bismarck , North Dakota					BORING: ST-01		
					LOCATION: See attached sketch. Boring elevations obtained from publicly available LiDAR information and rounded to nearest 1 foot.		
					LATITUDE: 46.74400	LONGITUDE: -100.78149	
DRILLER: A.Horner		LOGGED BY: M.Jacobson-Heck		START DATE: 12/03/20	END DATE: 12/03/20		
SURFACE ELEVATION: 1632.0 ft		RIG: 7518	METHOD: 3 1/4" HSA	SURFACING: Grass	WEATHER: Sunny, 30°		
Elev./ Depth ft	Water Level	Description of Materials (Soil-ASTM D2488 or 2487; Rock-USACE EM 1110-1-2908)	Sample	Blows (N-Value) Recovery	q _p tsf	MC %	Tests or Remarks
1631.5 0.5		FILL: LEAN CLAY (CL), with roots, dark brown, moist		5-4-7 (11)			
		FILL: LEAN CLAY (CL), trace roots, brown, moist		4-5-6 (11) 10"		13	
1628.5 3.5		LEAN CLAY (CL), with Sand lenses, brown, moist, medium (ALLUVIUM)	5	2-2-3 (5) 18"		32	LL=32, PL=24, PI=8
1623.0 9.0		SILT with SAND (ML), dark gray, moist, very loose (ALLUVIUM)	10	TW 24"			
				3-2-1 (3) 18"		42	P200=83%
1618.0 14.0		POORLY GRADED SAND with SILT (SP-SM), fine-grained, dark brownish gray, wet, very loose to loose (ALLUVIUM)	15	1-1-1 (2) 12"		38	
				1-2-2 (4) 18"			
				0-1-1 (2) 18"			
1611.0 21.0			20	1-2-3 (5) 18"		31	P200=12%
		END OF BORING					Water observed at 14.5 feet while drilling.
		Boring then backfilled with bentonite grout					Water observed at 16.0 feet at end of drilling.
			25				Water observed at 14.0 feet immediately after withdrawal of auger.
			30				

Project Number B2010523 Geotechnical Evaluation Sibley Island Levee and Grade Raise Sibley Island Park Bismarck , North Dakota					HAND AUGER: ST-02	
					LOCATION: See attached sketch	
					LATITUDE: 46.74410	LONGITUDE: -100.78038
OPERATOR: A.Horner		LOGGED BY: M.Jacobson-Heck		START DATE: 12/03/20	END DATE: 12/03/20	
SURFACE ELEVATION: 1626.0 ft		METHOD: Hand Auger		SURFACING: Grass	WEATHER: Sunny, 30°	

Elev./ Depth ft	Water Level	Description of Materials (Soil-ASTM D2488 or 2487)	Sample	Sample Blows Recovery	q _p tsf	MC %	Tests or Remarks
1625.0		LEAN CLAY (CL), trace roots, dark brown, moist (ALLUVIUM)		G		21	
1.0		LEAN CLAY (CL), interlayered with Fat Clay, dark brown, moist		G			
1624.0		2.0	FAT CLAY (CH), dark grayish brown, moist <i>Becomes more stiff at 2 feet</i>				
1623.0	3.0	END OF HAND AUGER					
		Boring then backfilled with auger cuttings					
			5				

Project Number B2010523 Geotechnical Evaluation Sibley Island Levee and Grade Raise Sibley Island Park Bismarck , North Dakota					HAND AUGER: ST-03	
					LOCATION: See attached sketch	
					LATITUDE: 46.74399	LONGITUDE: -100.78032
OPERATOR: A.Horner		LOGGED BY: M.Jacobson-Heck		START DATE: 12/03/20	END DATE: 12/03/20	
SURFACE ELEVATION: 1631.0 ft		METHOD: Hand Auger		SURFACING: Grass	WEATHER: Sunny, 30°	

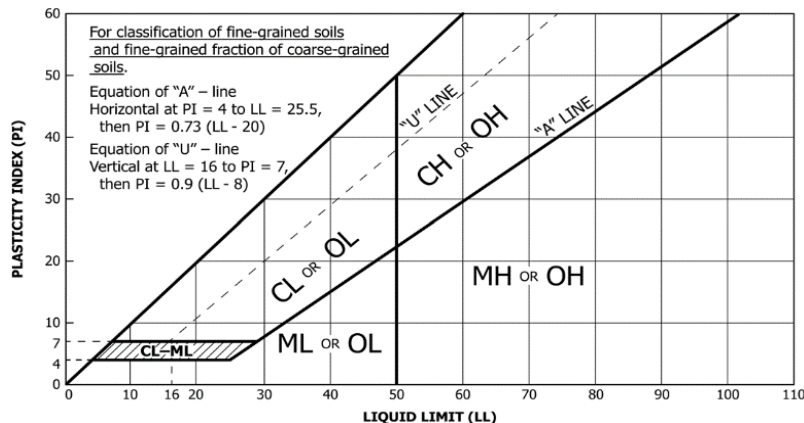
Elev./ Depth ft	Water Level	Description of Materials (Soil-ASTM D2488 or 2487)	Sample	Sample Blows Recovery	q _p tsf	MC %	Tests or Remarks
1628.0		FILL: LEAN CLAY (CL), trace roots, dark grayish brown, moist	Hand	G		13	LL=74, PL=19, PI=55
3.0			Hand	G			
			Hand	G		19	
		FILL: FAT CLAY (CH), trace roots, dark brown to brown, moist	Hand	G		21	
			Hand	G		22	
			5 Hand	G			
			Hand	G		25	
1624.0			Hand	G		25	
7.0		FAT CLAY (CH), brown and gray, moist (ALLUVIUM)	Hand	G		30	
1623.0							
8.0		END OF HAND AUGER					
		Boring then backfilled with auger cuttings					

B2010523 Braun Intertec Corporation Print Date:12/15/2020 ST-04 page 1 of 1

Project Number B2010523 Geotechnical Evaluation Sibley Island Levee and Grade Raise Sibley Island Park Bismarck , North Dakota					HAND AUGER: ST-05		
					LOCATION: See attached sketch		
					LATITUDE: 46.74403	LONGITUDE: -100.78054	
OPERATOR: A.Horner		LOGGED BY: M.Jacobson-Heck		START DATE: 12/03/20	END DATE: 12/03/20		
SURFACE ELEVATION: 1631.0 ft		METHOD: Hand Auger		SURFACING: Grass	WEATHER: Sunny, 30°		
Elev./ Depth ft	Water Level	Description of Materials (Soil-ASTM D2488 or 2487)	Sample	Sample Blows Recovery	q _p tsf	MC %	Tests or Remarks
1630.0		FILL: LEAN CLAY (CL), intermixed with Fat Clay, dark brown, moist		G			
1.0		FILL: LEAN CLAY (CL), trace roots, brown, moist		G		12	
				G		10	
1628.0		3.0	FILL: FAT CLAY (CH), trace roots, dark brown, moist		G		
				G		22	
1626.0		5.0	SILT (ML), trace roots, yellowish brown, moist (ALLUVIUM)		G		10
				G		24	
1624.0	7.0	FAT CLAY (CH), dark brown, moist (ALLUVIUM)		G			
1623.0	8.0	END OF HAND AUGER Boring then backfilled with auger cuttings					

Criteria for Assigning Group Symbols and Group Names Using Laboratory Tests ^A					Soil Classification	
					Group Symbol	Group Name ^B
Coarse-grained Soils (more than 50% retained on No. 200 sieve)	Gravels (More than 50% of coarse fraction retained on No. 4 sieve)	Clean Gravels (Less than 5% fines ^C)	$C_u \geq 4$ and $1 \leq C_c \leq 3^D$	GW	Well-graded gravel ^E	
			$C_u < 4$ and/or ($C_c < 1$ or $C_c > 3$) ^D	GP	Poorly graded gravel ^E	
		Gravels with Fines (More than 12% fines ^C)	Fines classify as ML or MH	GM	Silty gravel ^{EFG}	
			Fines Classify as CL or CH	GC	Clayey gravel ^{EFG}	
	Sands (50% or more coarse fraction passes No. 4 sieve)	Clean Sands (Less than 5% fines ^H)	$C_u \geq 6$ and $1 \leq C_c \leq 3^D$	SW	Well-graded sand ^I	
			$C_u < 6$ and/or ($C_c < 1$ or $C_c > 3$) ^D	SP	Poorly graded sand ^I	
		Sands with Fines (More than 12% fines ^H)	Fines classify as ML or MH	SM	Silty sand ^{FGI}	
			Fines classify as CL or CH	SC	Clayey sand ^{FGI}	
Fine-grained Soils (50% or more passes the No. 200 sieve)	Silts and Clays (Liquid limit less than 50)	Inorganic	PI > 7 and plots on or above "A" line ^J	CL	Lean clay ^{KLM}	
			PI < 4 or plots below "A" line ^J	ML	Silt ^{KLM}	
		Organic	Liquid Limit – oven dried Liquid Limit – not dried <0.75	OL	Organic clay ^{KLMN} Organic silt ^{KLMQ}	
			PI plots on or above "A" line	CH	Fat clay ^{KLM}	
	Silts and Clays (Liquid limit 50 or more)	Inorganic	PI plots below "A" line	MH	Elastic silt ^{KLM}	
			Liquid Limit – oven dried Liquid Limit – not dried <0.75	OH	Organic clay ^{KLMP} Organic silt ^{KLMQ}	
		Organic	Liquid Limit – oven dried Liquid Limit – not dried <0.75	OH	Organic clay ^{KLMP} Organic silt ^{KLMQ}	
Highly Organic Soils			Primarily organic matter, dark in color, and organic odor		PT	Peat

- A. Based on the material passing the 3-inch (75-mm) sieve.
B. If field sample contained cobbles or boulders, or both, add "with cobbles or boulders, or both" to group name.
C. Gravels with 5 to 12% fines require dual symbols:
GW-GM well-graded gravel with silt
GW-GC well-graded gravel with clay
GP-GM poorly graded gravel with silt
GP-GC poorly graded gravel with clay
D. $C_u = D_{60} / D_{10}$ $C_c = (D_{30})^2 / (D_{10} \times D_{60})$
E. If soil contains $\geq 15\%$ sand, add "with sand" to group name.
F. If fines classify as CL-ML, use dual symbol GC-GM or SC-SM.
G. If fines are organic, add "with organic fines" to group name.
H. Sands with 5 to 12% fines require dual symbols:
SW-SM well-graded sand with silt
SW-SC well-graded sand with clay
SP-SM poorly graded sand with silt
SP-SC poorly graded sand with clay
I. If soil contains $\geq 15\%$ gravel, add "with gravel" to group name.
J. If Atterberg limits plot in hatched area, soil is CL-ML, silty clay.
K. If soil contains 15 to < 30% plus No. 200, add "with sand" or "with gravel", whichever is predominant.
L. If soil contains $\geq 30\%$ plus No. 200, predominantly sand, add "sandy" to group name.
M. If soil contains $\geq 30\%$ plus No. 200 predominantly gravel, add "gravelly" to group name.
N. PI ≥ 4 and plots on or above "A" line.
O. PI < 4 or plots below "A" line.
P. PI plots on or above "A" line.
Q. PI plots below "A" line.



DD Dry density, pcf
WD Wet density, pcf
P200 % Passing #200 sieve

Laboratory Tests
OC Organic content, %
q_p Pocket penetrometer strength, tsf
MC Moisture content, %
q_u Unconfined compression test, tsf

LL Liquid limit
PL Plastic limit
PI Plasticity index

Particle Size Identification

Boulders..... over 12"
Cobbles..... 3" to 12"
Gravel
Coarse..... 3/4" to 3" (19.00 mm to 75.00 mm)
Fine..... No. 4 to 3/4" (4.75 mm to 19.00 mm)
Sand
Coarse..... No. 10 to No. 4 (2.00 mm to 4.75 mm)
Medium..... No. 40 to No. 10 (0.425 mm to 2.00 mm)
Fine..... No. 200 to No. 40 (0.075 mm to 0.425 mm)
Silt..... No. 200 (0.075 mm) to .005 mm
Clay..... < .005 mm

Relative Proportions^{L M}

trace..... 0 to 5%
little..... 6 to 14%
with..... $\geq 15\%$

Inclusion Thicknesses

lens..... 0 to 1/8"
seam..... 1/8" to 1"
layer..... over 1"

Apparent Relative Density of Cohesionless Soils

Very loose 0 to 4 BPF
Loose 5 to 10 BPF
Medium dense..... 11 to 30 BPF
Dense..... 31 to 50 BPF
Very dense..... over 50 BPF

Consistency of Cohesive Soils Blows Per Foot Approximate Unconfined Compressive Strength

Very soft..... 0 to 1 BPF..... < 0.25 tsf
Soft..... 2 to 4 BPF..... 0.25 to 0.5 tsf
Medium..... 5 to 8 BPF 0.5 to 1 tsf
Stiff..... 9 to 15 BPF..... 1 to 2 tsf
Very Stiff..... 16 to 30 BPF..... 2 to 4 tsf
Hard..... over 30 BPF..... > 4 tsf

Moisture Content:

Dry: Absence of moisture, dusty, dry to the touch.
Moist: Damp but no visible water.
Wet: Visible free water, usually soil is below water table.

Drilling Notes:




Blows/N-value: Blows indicate the driving resistance recorded for each 6-inch interval. The reported N-value is the blows per foot recorded by summing the second and third interval in accordance with the Standard Penetration Test, ASTM D1586.

Partial Penetration: If the sampler could not be driven through a full 6-inch interval, the number of blows for that partial penetration is shown as #/x" (i.e. 50/2"). The N-value is reported as "REF" indicating refusal.

Recovery: Indicates the inches of sample recovered from the sampled interval. For a standard penetration test, full recovery is 18", and is 24" for a thinwall/shelby tube sample.

WOH: Indicates the sampler penetrated soil under weight of hammer and rods alone; driving not required.

WOR: Indicates the sampler penetrated soil under weight of rods alone; hammer weight and driving not required.

Water Level: Indicates the water level measured by the drillers either while drilling (), at the end of drilling (), or at some time after drilling ().



HoustonEngineering Inc.

3712 Lockport Street
Bismarck, North Dakota 58503-5535
www.houstoneng.com
701-323-0200 (phone)
701-323-0300 (fax)

Date: 12/16/2020
Project No. 6025-0014
Re: Sibley Levee

LETTER OF TRANSMITTAL

Company: Department of the Army Corps of Engineers
Address: Po Box 527, 201 1st Street
City, State, Zip Riverdale, ND 58565-0527

We are sending you:

☐ Check Copies ☐ Check Prints ☐ Preliminary Plans ☐ Final Plans

ORIGINAL	DESCRIPTION
1	Certificate of Authority
2	Temporary Construction License Oahe Project

These are transmitted as checked below:

☐ As Requested ☒ For Approval ☐ For Your Use ☐ Please Review & Comment

☒ Please Return 1 Signed Originals

*Remarks: Please sign both copies of the Temporary Construction License. Upon signature, please return one to our office with the attached stamp envelope provided.
Feel free to call Michael Gunsch at 701-323-0200 or email at mgunsch@houstoneng.com should you have any questions.
Thank you,*

Copy to: HEI Signed: Shawn Mistelski, Admin. Assistant

If enclosures are not as noted, kindly notify us at once.

CERTIFICATE OF AUTHORITY

RICK L. DETWILLER hereby certify that I am the SECRETARY
(Name of Secretary or Attesting Officer) (Secretary or Attesting Officer Title)

of the organization named in the foregoing document with the United States of America;
that said organization is organized under the laws of the state of North Dakota;
(State)

that the seal, if applicable, affixed to said document is the seal of said organization;

that Rodney Beck, who signed said document was then Rodney Beck MANAGER
(Name of Officer Signing Corps Document) (Title of Officer Signing Corps Document)

of said organization and has been duly authorized to sign the foregoing document on
behalf of said organization, binding said organization to the terms therein.

I, as the Secretary/Attesting Officer, hereby attest to the validity of the signature of said Officer;
and that said signature affixed to such document is genuine.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal, if applicable, of said
organization, this 16th day of December, 20 20.

Rick L. Detwiler
Secretary or Attesting Officer

Corporation or Organization

This form certifies that the person signing the Corps document has the authority to do so. The signature of the Secretary or Attesting Officer and the individual signing the Corps document cannot be the same.

DEPARTMENT OF THE ARMY
TEMPORARY CONSTRUCTION LICENSE
OAH PROJECT
BURLEIGH COUNTY, NORTH DAKOTA

THE SECRETARY OF THE ARMY, hereinafter referred to as the Secretary, under authority of his general administrative powers, hereby grants to **Burleigh County Water Resource District, 1926 Frontier Drive, Suite B, Bismarck, North Dakota 58503**, hereinafter referred to as the grantee, a license for **to conduct a geotechnical exploration within the General Sibley Park Campground, to include drilling two (2) borings to a depth of 20.0 feet in conjunction with the proposed construction and installation of a flood control dike within the Park**, over, across, in and upon lands of the United States, as identified in **Exhibits "A" and "B"** attached hereto and made a part hereof, hereinafter referred to as the premises.

THIS LICENSE is granted subject to the following conditions:

1. TERM

This license is granted for a term of **One (1) Year**, beginning **December 1, 2020** and ending **November 30, 2021**, but revocable at will by the Secretary.

2. CONSIDERATION

The consideration for this license is the operation and maintenance of the premises by the grantee for the benefit of the United States and the general public in accordance with the conditions herein set forth.

3. NOTICES

All notices and correspondence to be given pursuant to this license shall be addressed, if to the grantee, to **Burleigh County Water Resource District, 1926 Frontier Drive, Suite B, Bismarck, North Dakota 58503** and if to the United States, to the District Commander, Omaha District, Attention: CENWO-RE-C, 1616 Capitol Avenue, Suite 9000, Omaha, Nebraska 68102-4901; or as may from time to time otherwise be directed by the parties. Notice shall be deemed to have been duly given if and when enclosed in a properly sealed envelope addressed as aforesaid, and deposited, postage prepaid, in a post office regularly maintained by the United States Postal Service.

4. AUTHORIZED REPRESENTATIVES

Except as otherwise specifically provided, any reference herein to "Secretary," "District Commander," "Installation Commander," or "said officer" shall include their duly authorized representatives. Any reference to "grantee" shall include any duly authorized representatives.

5. SUPERVISION BY THE DISTRICT COMMANDER

The use and occupation of the premises shall be subject to the general supervision and approval of the District Commander, hereinafter referred to as said officer, and to such rules and regulations as may be prescribed from time to time by said officer.

6. APPLICABLE LAWS AND REGULATIONS

The grantee shall comply with all applicable Federal, state, county and municipal laws, ordinances and regulations wherein the premises are located.

7. CONDITIONAL USE BY GRANTEE

The exercise of the privileges herein granted shall be:

- a. without cost or expense to the United States;
- b. subject to the right of the United States to improve, use or maintain the premises;
- c. subject to other outgrants of the United States on the premises; and
- d. personal to the grantee, and this license, or any interest therein, may not be transferred or assigned.

8. CONDITION OF PREMISES

The grantee acknowledges that it has inspected the premises, knows its condition, and understands that the same is granted without any representations or warranties whatsoever and without any obligation on the part of the United States.

9. COST OF UTILITIES

The grantee shall pay the cost, as determined by the officer having immediate supervision over the premises, of producing and/or supplying any utilities and other services furnished by the Government or through Government-owned facilities for the use of the grantee, including the grantee's proportionate share of the cost of operation and maintenance of the Government-owned facilities by which such utilities or services are produced or supplied. The Government shall be under no obligation to furnish utilities or

services. Payment shall be made in the manner prescribed by the officer having such jurisdiction.

10. PROTECTION OF PROPERTY

The grantee shall keep the premises in good order and in a clean, safe condition by and at the expense of the grantee. The grantee shall be responsible for any damage that may be caused to property of the United States by the activities of the grantee under this license, and shall exercise due diligence in the protection of all property located on the premises against fire or damage from any and all other causes. Any property of the United States damaged or destroyed by the grantee incident to the exercise of the privileges herein granted shall be promptly repaired or replaced by the grantee to a condition satisfactory to said officer, or at the election of said officer, reimbursement made therefore by the grantee in an amount necessary to restore or replace the property to a condition satisfactory to said officer.

11. INDEMNITY

This condition was deleted prior to execution.

12. RESTORATION

On or before the expiration of this license or its termination by the grantee, the grantee shall vacate the premises, remove the property of the grantee, and restore the premises to a condition satisfactory to said officer. If, however, this license is revoked, the grantee shall vacate the premises, remove said property and restore the premises to the aforesaid condition within such time as the District Commander may designate. In either event, if the grantee shall fail or neglect to remove said property and restore the premises, then, at the option of said officer, the property shall either become the property of the United States without compensation therefore, or said officer may cause the property to be removed and the premises to be restored at the expense of the grantee, and no claim for damages against the United States or its officers or agents shall be created by or made on account of such removal and restoration work. The grantee shall also pay the United States on demand any sum which may be expended by the United States after the expiration, revocation, or termination of this license in restoring the premises.

13. NON-DISCRIMINATION

a. The grantee shall not discriminate against any person or persons or exclude them from participation in the grantee's operations, programs or activities conducted on the premises, because of race, color, religion, sex, sexual orientation, gender identity, age, handicap or national origin pursuant to Executive Order 13672, 21 July 2014. The grantee will comply with the Americans with Disabilities Act and attendant Americans with Disabilities Act Accessibility Guidelines (ADAAG) published by the Architectural and

Transportation Barriers Compliance Board. The grantee shall comply with Department of Justice rules on non-discrimination.

b. The grantee, by acceptance of this license, is receiving a type of Federal assistance and, therefore, hereby gives assurance that it will comply with the provisions of Title VI of the Civil Rights Act of 1964 as amended (42 U.S.C. §2000d); the Age Discrimination Act of 1975 (42 U.S.C. §6102); the Rehabilitation Act of 1973, as amended (29 U.S.C. §794); and all requirements imposed by or pursuant to the Directive of the Department of Defense (32 CFR Part 300) issued as Department of Defense Directive 5500.11 and 1020.1, and Army Regulation 600-7. This assurance shall be binding on the grantee, its agents, successors, transferees, and assignees.

14. TERMINATION

This license may be terminated by the grantee at any time by giving the District Commander at least ten (10) days notices in writing provided that no refund by the United States of any consideration previously paid shall be made and provided further, that in the event that said notice is not given at least ten (10) days prior to the rental due date, the grantee shall be required to pay the consideration for the period shown in the Condition on **CONSIDERATION**.

15. ENVIRONMENTAL PROTECTION

a. Within the limits of their respective legal powers, the parties to this license shall protect the premises against pollution of its air, ground and water. The grantee shall comply with any laws, regulations, conditions, or instructions affecting the activity hereby authorized if and when issued by the Environmental Protection Agency, or any Federal, state, interstate or local governmental agency having jurisdiction to abate or prevent pollution. The disposal of any toxic or hazardous materials within the premises is specifically **PROHIBITED**. Such regulations, conditions, or instructions in effect or prescribed by said Environmental Protection Agency, or any Federal, state, interstate or local governmental agency are hereby made a condition of this license. The grantee shall not discharge waste or effluent from the premises in such a manner that the discharge will contaminate streams or other bodies of water or otherwise become a public nuisance.

b. The grantee will use all reasonable means available to protect the environment and natural resources and where damage nonetheless occurs from the grantee's activities, the grantee's shall be liable to restore the damaged resource.

c. The grantee must obtain approval in writing from said officer before any pesticide or herbicides are applied to the premises.

16. HISTORICAL PRESERVATION

The grantee shall not remove or disturb, or cause or permit to be removed or disturbed, any historical, archeological, architectural or other cultural artifacts, relics,

remains or objects of antiquity. In the event such items are discovered on the premises, the grantee shall immediately notify said officer and protect the site and the material from further disturbance until said officer gives clearance to proceed.

17. DISCLAIMER

This license is effective only insofar as the rights of the United States in the premises are concerned; and the grantee shall obtain any permit or license which may be required by Federal, state or local statute in connection with the use of the premises. It is understood that the granting of this license does not preclude the necessity of obtaining a Department of the Army permit for activities which involve the discharge of dredge or fill material or the placement of fixed structures in the waters of the United States, pursuant to the provisions of Section 10 of the Rivers and Harbors Act of 3 March 1899 (33 U.S.C. 403), and Section 404 of the Clean Waters Act (33 U.S.C. 1344).

Prior to the execution of this license, the following site-specific Conditions Nos. 18, 19, 20, 21 and 22 were added hereto and made a part hereof:

18. VEGETATION PROTECTION

The grantee shall not unnecessarily remove or damage any trees or shrubs within the premises or in any manner substantially change the contour or condition of the premises herein granted. In addition, the grantee shall restore all disturbed land within the granted premises and reseed it with a native grass and forbs seed mixture approved by the Corps of Engineers, to conform to the surrounding vegetation. The grantee will replace removed or damaged woody vegetation at a 3:1 ratio and ensure survival of the trees and shrubs for a period of three (3) years from the planting date. The grantee shall maintain the area in condition like or equal to that which existed prior to the work herein authorized.

19. THREATENED AND ENDANGERED SPECIES

Threatened and endangered species adult census and productivity surveys will be conducted annually by Oahe Project Natural Resource personnel in the license area. If threatened or endangered species are found in the license area during the construction or operation of the facilities, all ground disturbing activities in the licensed area will be stopped immediately. The grantee and/or its contractor will notify Oahe Project Natural Resource personnel immediately. Project personnel will determine the appropriate steps to avoid any negative effects to those species including cessation of construction and/or operation of the facilities in the license area.

20. EROSION CONTROLS

The grantee shall implement erosion control measures to minimize the opportunity for sediments to enter the lake by utilizing silt fences or floating turbidity barriers to isolate suspended sediments within the license work area.

21. EXECUTIVE ORDER 13658 – ESTABLISHING A MINIMUM WAGE FOR CONTRACTORS AND EXECUTIVE ORDER 13706 – ESTABLISHING PAID SICK LEAVE FOR FEDERAL CONTRACTORS

It has been determined this contract is not subject to Executive Order 13658 or the regulations issued by the Secretary of Labor in 29 CFR part 10 pursuant to the Executive Order, and it has been determined this contract is not subject to Executive Order 13706 or the regulations issued by the Secretary of Labor in 29 CFR part 13 pursuant to the Executive Order.

22. HOLD HARMLESS AND INDEMNIFICATION

If a duly authorized representative of the United States discovers or determines, whether before or subsequent to executing this contract, that an erroneous determination regarding the applicability of Executive Order 13658 was made, contractor to the extent permitted by law, agrees to indemnify and hold harmless the United States, its officers, agents, and employees, for and from any and all liabilities, losses, claims, expenses, suits, fines, penalties, judgments, demands or actions, costs, fees, and damages directly or indirectly arising out of, caused by, related to, resulting from or in any way predicated upon, in whole or in part, the erroneous Executive Order 13658 determination. This includes contractor releasing any claim or entitlement it would otherwise have to an equitable adjustment to the contract and indemnifying and holding harmless the United States from the claims of subcontractors and contractor employees.

THIS LICENSE is not subject to Title 10, United States Code, Section 2662, as amended.

IN WITNESS WHEREOF, I have hereunto set my hand by authority of the Secretary of the Army, this ____ day of _____, 2020.

RICK L. NOEL
Chief, Civil Branch, Real Estate Division
Real Estate Contracting Officer

OAHE PROJECT, NORTH DAKOTA
NO. DACW45-3-21-8025

THIS LICENSE is also executed by the grantee this 16 day of December 2020
2020.

BURLEIGH COUNTY WATER RESOURCES
DISTRICT

BY: Rodney Beck

TITLE: Manager

LEGAL DESCRIPTION OF BURLEIGH COUNTY WATER RESOURCE DISTRICT
TWO(2) GEOTECHNICAL TEST BORING SITES

Each of the two (2) geotechnical boring sites will occupy approximately 0.1 acre, with both boring sites located in the SW $\frac{1}{4}$ NW $\frac{1}{4}$ of Section 28, Township 138 North, Range 80 West of the 5th Principle Meridian, Burleigh County, North Dakota.

The total land for the test boring sites herein described contains 0.2 acre, more or less and is located on Tract No. B(pt), Oahe.

**EXHIBIT "A" ATTACHED TO AND MADE A
PART OF LICENSE NO. DACW45-3-21-8025**

Buurleigh County Water Resource District License No. DACW45-3-21-8025

Two bore holes located in the SW 1/4NE1/4 of Sec 28, T138N, R80W, Burleigh County, ND

Legend

- All Nations Assembly of God
- B
- Bore Hole
- Feature 1
- Feature 2
- Missouri Valley Spraying Private Airfield
- Sibley Park

Exhibit "B" Attached to and
Made A part of License
No. DACW45-3-21-8025

Google Earth

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DEPARTMENT OF THE ARMY
TEMPORARY CONSTRUCTION LICENSE
OAH PROJECT
BURLEIGH COUNTY, NORTH DAKOTA

THE SECRETARY OF THE ARMY, hereinafter referred to as the Secretary, under authority of his general administrative powers, hereby grants to **Burleigh County Water Resource District, 1926 Frontier Drive, Suite B, Bismarck, North Dakota 58503**, hereinafter referred to as the grantee, a license for **to conduct a geotechnical exploration within the General Sibley Park Campground, to include drilling two (2) borings to a depth of 20.0 feet in conjunction with the proposed construction and installation of a flood control dike within the Park**, over, across, in and upon lands of the United States, as identified in **Exhibits "A" and "B"** attached hereto and made a part hereof, hereinafter referred to as the premises.

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1. TERM

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The consideration for this license is the operation and maintenance of the premises by the grantee for the benefit of the United States and the general public in accordance with the conditions herein set forth.

3. NOTICES

All notices and correspondence to be given pursuant to this license shall be addressed, if to the grantee, to **Burleigh County Water Resource District, 1926 Frontier Drive, Suite B, Bismarck, North Dakota 58503** and if to the United States, to the District Commander, Omaha District, Attention: CENWO-RE-C, 1616 Capitol Avenue, Suite 9000, Omaha, Nebraska 68102-4901; or as may from time to time otherwise be directed by the parties. Notice shall be deemed to have been duly given if and when enclosed in a properly sealed envelope addressed as aforesaid, and deposited, postage prepaid, in a post office regularly maintained by the United States Postal Service.

4. AUTHORIZED REPRESENTATIVES

Except as otherwise specifically provided, any reference herein to "Secretary," "District Commander," "Installation Commander," or "said officer" shall include their duly authorized representatives. Any reference to "grantee" shall include any duly authorized representatives.

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The use and occupation of the premises shall be subject to the general supervision and approval of the District Commander, hereinafter referred to as said officer, and to such rules and regulations as may be prescribed from time to time by said officer.

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The grantee shall comply with all applicable Federal, state, county and municipal laws, ordinances and regulations wherein the premises are located.

7. CONDITIONAL USE BY GRANTEE

The exercise of the privileges herein granted shall be:

- a. without cost or expense to the United States;
- b. subject to the right of the United States to improve, use or maintain the premises;
- c. subject to other outgrants of the United States on the premises; and
- d. personal to the grantee, and this license, or any interest therein, may not be transferred or assigned.

8. CONDITION OF PREMISES

The grantee acknowledges that it has inspected the premises, knows its condition, and understands that the same is granted without any representations or warranties whatsoever and without any obligation on the part of the United States.

9. COST OF UTILITIES

The grantee shall pay the cost, as determined by the officer having immediate supervision over the premises, of producing and/or supplying any utilities and other services furnished by the Government or through Government-owned facilities for the use of the grantee, including the grantee's proportionate share of the cost of operation and maintenance of the Government-owned facilities by which such utilities or services are produced or supplied. The Government shall be under no obligation to furnish utilities or

services. Payment shall be made in the manner prescribed by the officer having such jurisdiction.

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Transportation Barriers Compliance Board. The grantee shall comply with Department of Justice rules on non-discrimination.

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17. DISCLAIMER

This license is effective only insofar as the rights of the United States in the premises are concerned; and the grantee shall obtain any permit or license which may be required by Federal, state or local statute in connection with the use of the premises. It is understood that the granting of this license does not preclude the necessity of obtaining a Department of the Army permit for activities which involve the discharge of dredge or fill material or the placement of fixed structures in the waters of the United States, pursuant to the provisions of Section 10 of the Rivers and Harbors Act of 3 March 1899 (33 U.S.C. 403), and Section 404 of the Clean Waters Act (33 U.S.C. 1344).

Prior to the execution of this license, the following site-specific Conditions Nos. 18, 19, 20, 21 and 22 were added hereto and made a part hereof:

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It has been determined this contract is not subject to Executive Order 13658 or the regulations issued by the Secretary of Labor in 29 CFR part 10 pursuant to the Executive Order, and it has been determined this contract is not subject to Executive Order 13706 or the regulations issued by the Secretary of Labor in 29 CFR part 13 pursuant to the Executive Order.

22. HOLD HARMLESS AND INDEMNIFICATION

If a duly authorized representative of the United States discovers or determines, whether before or subsequent to executing this contract, that an erroneous determination regarding the applicability of Executive Order 13658 was made, contractor to the extent permitted by law, agrees to indemnify and hold harmless the United States, its officers, agents, and employees, for and from any and all liabilities, losses, claims, expenses, suits, fines, penalties, judgments, demands or actions, costs, fees, and damages directly or indirectly arising out of, caused by, related to, resulting from or in any way predicated upon, in whole or in part, the erroneous Executive Order 13658 determination. This includes contractor releasing any claim or entitlement it would otherwise have to an equitable adjustment to the contract and indemnifying and holding harmless the United States from the claims of subcontractors and contractor employees.

THIS LICENSE is not subject to Title 10, United States Code, Section 2662, as amended.

IN WITNESS WHEREOF, I have hereunto set my hand by authority of the Secretary of the Army, this _____ day of _____, 2020.

RICK L. NOEL
Chief, Civil Branch, Real Estate Division
Real Estate Contracting Officer

OAHE PROJECT, NORTH DAKOTA
NO. DACW45-3-21-8025

THIS LICENSE is also executed by the grantee this 16 day of December 2020,
2020.

BURLEIGH COUNTY WATER RESOURCES
DISTRICT

BY: Looney Beck

TITLE: Manager

LEGAL DESCRIPTION OF BURLEIGH COUNTY WATER RESOURCE DISTRICT
TWO(2) GEOTECHNICAL TEST BORING SITES

Each of the two (2) geotechnical boring sites will occupy approximately 0.1 acre, with both boring sites located in the SW¼NW¼ of Section 28, Township 138 North, Range 80 West of the 5th Principle Meridian, Burleigh County, North Dakota.

The total land for the test boring sites herein described contains 0.2 acre, more or less and is located on Tract No. B(pt), Oahe.

**EXHIBIT "A" ATTACHED TO AND MADE A
PART OF LICENSE NO. DACW45-3-21-8025**



Burleigh County Water Resource District

Policy Manual – Preliminary Draft (Version #3)

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 - Officer and Portfolio List
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 - Established Accounting Project Numbers
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 - Letterhead (**2021**)
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Burleigh County Water Resource District

2021 Monthly Calendar – Policy Manual

The following calendar is intended to guide Managers in timely completing the various tasks occurring each month. This is not an all-inclusive list and agendas will be created to set the parameters for assignments to be completed and information provide to the Managers.

January

- **New members appointed in December join the Board.**
 - Orientation Session with Consulting Engineer, Attorney and Secretary
 - This should occur prior to the January Board meeting
- **Election of Officers**
 - Chairman
 - Vice Chairman
 - Treasurer
 - Secretary
- **Chairman to assign Manager and Project Portfolios (January?)**
- **Designate/Appoint the following – Under existing contracts**
 - Secretary - Administrative Services
 - Consulting Engineer
 - Legal Services

February

- **Annual Payments – McDowell Dam**
 - Aero Club
 - Civil Air Patrol
- **Update contact list McDowell Dam Emergency Action Plan**

March

- **Consider snow accumulation status in the following**
 - Brookfield Estates
 - Country Ridge and Country Creek Third
- **Secure spring flood forecast – Missouri River and Apple Creek**
 - Report from Emergency Manager(s)
- **Prepare for Scheduled Annual Audit – end of the month.**

April

- **MRCC Annual O&M Inspection (BCHD?) – Pre flood risk**
- **Fox Island Annual O&M Inspection (BCHD?) – Pre flood risk**
- Burleigh County Commission Update – Appear at their April Meeting
 - Update on BCWRD activities
- Apple Creek Water Permit (#6071) issued 2019 (need to request extension in 2021)
 - Timeline is likely only one year?

May

- **Burnt Creek Annual O&M Inspection**
- Chairman and Treasurer to prepare Draft 2022 Budget
- Request McDowell Dam Budget from Bismarck Parks and Recreation District
- Annual Audit Report -

June

- Submit Preliminary Budget to the County Commission

July

- McDowell Dam – Annual facilities and site Inspection (NRCS)

August

- Appear before the County Commission Budget Committee to answer questions
- Consider Low Water Releases from McDowell Dam (NDGF)
- Every third year Evaluate McDowell land lease agreement {Dates.....}
- USGS Funding Agreement (Apple Creek)

September

- Review Special Assessment District Balances and determine if O&M assessments are required
- Update Burnt Creek O&M Special Assessment (Bond Repayment)
- USGS Agreement (Apple Creek)
- Annual Certification of Disposal Records

October

- **Burnt Creek O&M Assessment Certification to County Auditor**
- Certify other O&M Assessments as required to County Auditor
- Final Budget Approval from County Commission

November

- Review existing policy and recommend revisions as required
- Burleigh County Commission Update
 - Update on BCWRD activities
- Policy Document Consideration
 - Select sections for review

December

- Acknowledge any outgoing Board Members
- Burnt Creek Floodway Channel mowing – (if conditions allow)

DRAFT



BURLEIGH COUNTY WATER RESOURCE DISTRICT COMPREHENSIVE POLICY MANUAL

BOARD GOVERNANCE NARRATIVE

As illustrated in the attached diagram, managers for the Burleigh County Water Resource District Board (BCWRD) are appointed by the Burleigh County Commission who also approve the mill levee funding requested by the BCWRD, up to a statutory maximum of four mills.

The BCWRD contracts for secretarial/accounting, engineering, and legal services who are typically under contract and are reappointed in January of each year – In 2021 they are Frontier Services, Inc., Houston Engineering, and Bliss Law respectively.

The Burleigh County Commission has no direct oversight authority over the activities of the BCWRD, however, a County Commission representative is requested to attend the BCWRD meetings, and an update on BCWRD activities shall be periodically provided to the County Commission.

The BCWRD appoints a Chairman, Vice-Chairman, Treasurer and Secretary. As noted, secretarial/accounting support services are provided under contract, as some day to day responsibilities call for a designated secretarial signature.

BCWRD meetings are held monthly, with special meetings called by the Chairman as required, see ***Agenda Development and Distribution***.

Board managers are compensated for meetings and expenses in accordance with the approved ***Expense Voucher Policy***.

A BCWRD ***Managers List and Respective Assigned Portfolios*** is included herein.

A listing of the BCWRD ***Project Account Numbers*** is provided and shall be reviewed annually, or as required, to close active accounts or to create new accounts as may be necessary to conduct the Board's activities.

Agenda Development and Distribution

The Chairman shall direct the Secretary to prepare a *draft agenda* each month, based on items to be included, general information and correspondence. This *draft agenda* shall be submitted to the Chairman, Treasurer, Consulting Engineer and Legal Council on the Monday before the following weeks meeting. After comments/edits this *draft agenda* shall be finalized by Wednesday and emailed to the managers for any portfolio related revisions and additions. The *final agenda* shall be posted Friday on the web site, then shared via email with those requesting notice of these meetings. The **Agenda Book** should be completed, including any applicable documents and invoices, and sent to the Managers, Burleigh County Commissioner, Engineering Consultant and Legal Counsel on the Friday before the week of the meeting. Time sensitive items can be added later prior to the meeting at the Chair's discretion, with notice to the Board. The decision to hold in-person or virtual meetings is to be determined by the Chair prior to the meeting, however in all cases the public should be able to view virtually.

Special Meetings shall only be called by Chairman or a majority of the Board. Any manager desiring a special meeting to discuss a time sensitive topic shall coordinate such through the Chairman.

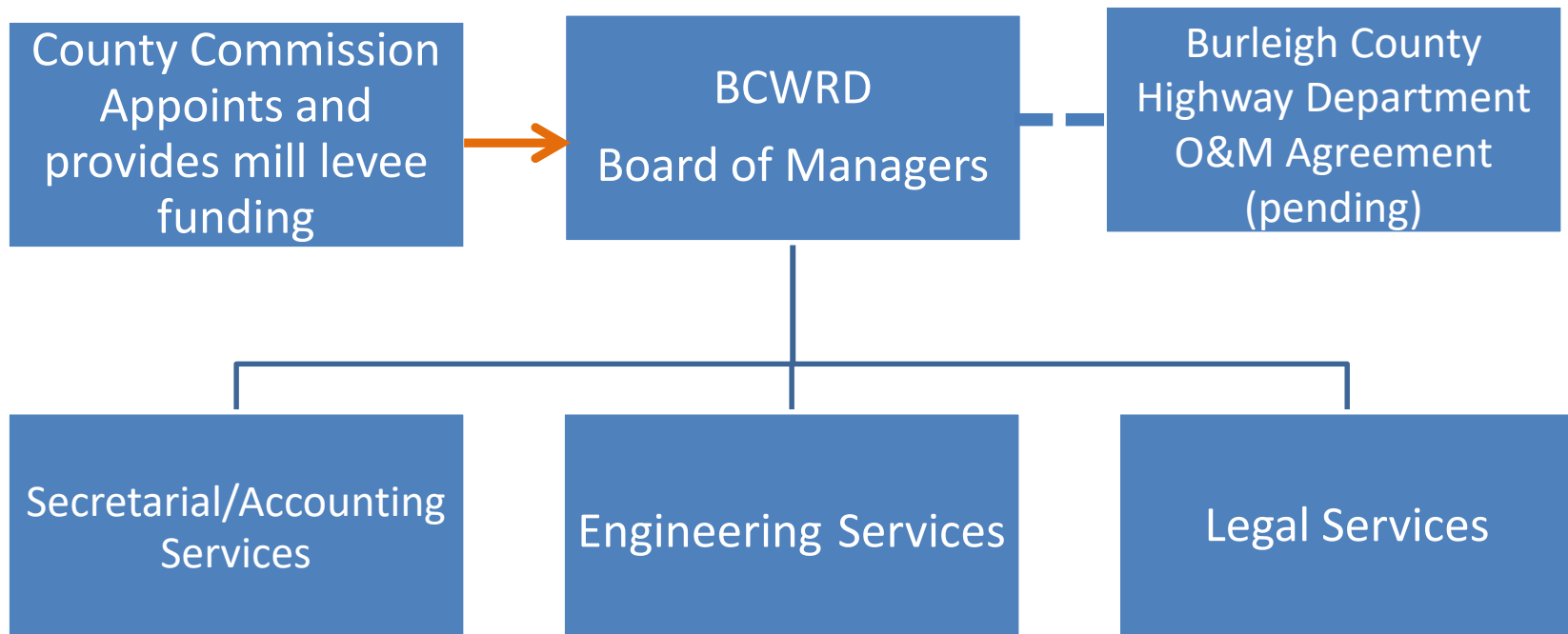
Portfolio Expense Policy

Managers have the discretion to expend funds from the designated accounts under their individual portfolios. This authority allows them to direct Secretarial, Legal Counsel or Engineering to accomplish various tasks prior to a subsequent Board meeting. While a dollar limit is not specified if there are questions the Manager should consult with the Chairman. All capital expenditures shall be brought the Board for approval.

While projects are under construction the Manager may authorize expenditures, as required, within the scope of the plans and specifications as it relates change orders or field orders to advance and complete the project. Change orders will be approved by the Board prior to payment.



Management Structure





Burleigh County Water Resource Board **Manager Expense Voucher Policy**

Burleigh County Water Resource Board,
Policy re: District Manager Expense Vouchers.

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Section 1. Policy Purpose.

This Policy is adopted by the Burleigh County Water Resource District (District) to establish a procedure and guidelines for District Manager Expense tracking and the submission and review of such expense vouchers for consideration and payment. -The Policy seeks to identify reimbursable expenses for District Managers in the course of fulfilling the ir duties of serving on the District Board and in representing the District and Burleigh County at approved and relative-relevant water management meetings, both at County and local level meetings and events and at higher State and Federal meetings and events.

Section 2. District Administration.

The District shall designate a Board anager ember to serve as Board Treasurer. The Board Treasurer shall have following responsibilities:

- As appropriate and prior to each Board meeting, the Treasurer shall review all pending bills and submit such bills to the Board Secretary for discussion and review by the full Board at the next appropriate or opportune Board meeting.
- Upon Board approval by the Board, the Treasurer shall direct payment be made. submit such approved bills to the County with a recommendation for payment.
- On a monthly basis, the Treasurer shall provide a Treasurer's Report at each regular Board meeting. Such report shall provide discussion relative to billings received against relative accounts and budgeted amounts for various items and projects and shall provide a tracking system of revenues and expenditures of the District.
- The Treasurer shall be responsible for receipt and review of Board-Manager ember Expense forms (per Section 3) and shall place such expense claims on the meeting agenda of the appropriate monthly meeting for board review and approval.

The District shall, on a quarterly basis according to Section 3 of this policy, review and approve the expense forms of each Board-Manager member and shall make a recommendation for payment. The Treasurer shall deliver the recommended expense forms to the County Auditor office for payment.

Section 3. Board Member Responsibility.

Revised: 1-8-2020

Revised: 4-25-2012

Revised: 2-8-2010

Revised: 2-9-2009 & 3-10-2009

Revised: 7-0811-2001 (Adopted: August 11, 2008)

Adopted and Approved: 2/11/08



Burleigh County Water Resource Board *Manager Expense Voucher Policy*

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Each ~~Manager Board Member~~ has the responsibility to track and report reimbursable expenses according to the reporting method and by use of reporting forms acceptable and in place by the county. ~~Submission~~ of such forms shall be according to the following schedule:

Revised: 1-8-2020

Revised: 4-25-2012

Revised: 2-8-2010

Revised: 2-9-2009 & 3-10-2009

Revised: 7-08-2001 (Adopted: August 11, 2008)

Adopted and Approved: 2/11/08



Burleigh County Water Resource Board

Manager Expense Voucher Policy

- Each quarter the expense forms for each ~~M~~anager shall be presented to the Treasurer in advance of the applicable monthly board meeting. Submission dates are as follows:
 - April ~~Meeting; Meeting~~: submission of forms for expenses incurred in the first quarter of the year.
 - July ~~Meeting; Meeting~~: submission of forms for expenses incurred in the second quarter of the year, inclusive of any expenses which were not claimed previously in the year.
 - October ~~Meeting; Meeting~~: submission of forms for expenses incurred in the third quarter of the year, inclusive of any expenses which were not claimed previously in the year.
 - December ~~Meeting; Meeting~~: submission of forms for expenses incurred in the fourth quarter of the year, inclusive of any expenses which were not claimed previously in the year.
- Submitted expense forms shall follow a format which clearly identifies the meeting date being claimed, the reimbursable associated with a given meeting or other approved costs, and a total amount of the claim. Each expense form shall be dated and signed by the submitting ~~Manager~~Board member, such signature is an acknowledgement to the accuracy and truthfulness of the claim being submitted.

Section 4. Eligible Expenses.

- Board ~~m~~anager ~~em~~ber expenses may not exceed the limits and scope as defined by applicable State statute and other Board or County policy. ~~Current~~ approved reimbursable costs are as follows:
 - Each Board meeting at **\$135** (not to exceed \$135 per day)
 - Other local, State, Federal meetings at \$135 (not to exceed \$135 per day)
 - Meals and lodging are reimbursed for out of town travel, or for organized luncheon or diner meetings and are not to exceed the State rate which is as follows:
 - First quarter (from 6 a.m. to noon) at **\$75.00**
 - Second quarter (from noon to 6 p.m.) at **\$107.50**
 - Third quarter (from 6 p.m. to midnight) at **\$172.50**
 - Fourth quarter (from midnight to 6 a.m.) at \$55.00 or actual **???**
 - Receipts for the fourth quarter are required; no receipts for other quarters are required.

~~Revised: 1-8-2020~~

Revised: 4-25-2012

Revised: 2-8-2010

Revised: 2-9-2009 & 3-10-2009

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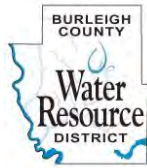
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Burleigh County Water Resource Board

Manager Expense Voucher Policy

- Mileage is at \$.~~5645~~ per mile, as recorded from the home residence.

- Other incidental expenses such as parking, copying, phone charges, etc. are allowable and shall be accompanied by receipts.

- Out of State travel and expense reimbursement requires prior approval from the Board. -The allowance for out of state meals, within the continental United States, is equal to the per diem meals rate in the city for which a claim is being make on that day as established by rule for federal employees by the United States general services administration and must be allocated twenty percent to the first quarter, thirty percent to the second quarter, and fifty percent to the third quarter. The allowance for lodging or travel must be actual and appropriate receipts are required.

- Meeting and other reimbursable expenses are allowed for the following:

- Regularly scheduled monthly Board meetings.
- Special Board meetings as called by the Chairman of the Board, or as called by an assigned Committee Chairman or Portfolio Manager.
- Meetings attended by assigned Board committee members or an appointed alternate, relative to the purpose of the committee; examples of such meetings are as follows:

- Meetings relative to McDowell Dam administration and issues
- Meetings relative to established special assessment district projects or organizations noted in the assigned portfolios to accomplish, ~~Burnt Creek~~ administration and related issues
- Attendance at meetings of the Missouri River Joint Water Board
- Attendance at meetings of the ND Irrigation Caucus
- Attendance at meetings of the ND Water Resource Board
- Attendance at meetings of the ND Water Users Association
- Special project-oriented meetings
- Appearances before the State Water Commission or the Garrison Conservancy District, if such appearances are requested or if Water District business is discussed or anticipated to be discussed.
- Appearances before local river and lake advocacy groups inclusive of the Friends of Lake Sakakawea, Voices of ~~For~~ Lake Oahe, and ~~&~~ Bis Man Reel and Rec, if such appearances are requested or if Water District business is discussed or anticipated to be discussed.

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Revised: 2-~~9-~~2009 & 3-~~10-~~2009

Revised: 7-~~08~~11-2001 (~~Adopted: August 11, 2008~~)

Adopted and Approved: 2/11/08

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Burleigh County Water Resource Board

Manager Expense Voucher Policy

- Attendance at local and State water conventions including the ND Rural Water Convention, the ND Water Users ~~convention~~, and the annual summer executive briefing of the ND Water Resource Districts Association.
- Appearance and attendance at local river and lake management meetings, specifically the Missouri River Operating and Master Manual Plan meetings conducted by the Corps of Engineers.
- ~~Attendance at Dakota Resource RC & D Meetings~~
- Attendance at Soil Conservation District meetings

○ Special Board pay is authorized as follows:

- The Chairman shall receive a meeting expense in compensation for the effort expended in preparing for each monthly Board meeting; such extra payment is limited to one such payment each meeting.
- The Treasurer shall receive one-half meeting expense in compensation for the effort expended in preparing the monthly report and fulfilling other duties of the position; such extra payment is limited to one such payment for each month.

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Burleigh County Water Resource Board

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 - Fourth quarter (from midnight to 6 a.m.) at \$55.00 or actual **(???)**
 - Receipts for the fourth quarter are required; no receipts for other quarters are required.
 - Mileage is at \$.56 per mile, as recorded from the home residence.

Revised: 1-8-2020

Revised: 4-25-2012

Revised: 2-8-2010

Revised: 2-9-2009 & 3-10-2009

Revised: 7-11-2001

Adopted and Approved: 2/11/08



Burleigh County Water Resource Board

Manager Expense Voucher Policy

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Burleigh County Water Resource Board

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Burleigh County Water Resource District

1926 Frontier Drive, Ste. B
Bismarck, North Dakota 58504

Website: www.bcwrdd.org; Email: BCWRD@midco.net

BOARD REORGANIZATION JANUARY 8TH, 2020

The Burleigh County Water Resource District Board (Board) at their January 8, 2020 meeting has reorganized and elected new officers for 2020. The following is a summary of their address, year of appointment, term of office and position.

Greg Larson 2525 Larson Road Bismarck, ND 58504	(2014) (701) 223-6654 glarsonc21@gmail.com	12-31-20 Chairman (c) 400-7217
Dennis Reep 2213 East Ave F Bismarck, ND 58501	(2014) (701) 223-7052 H (701) 557-9621 or (c) 595-2142	12-31-22 Vice Chairman
Rick Detwiller 1900 Harbor Drive Bismarck, ND 58504	(2014) (701) 223-8782	12-31-21 Secretary/Treasurer (c) 226-3820
Rodney Beck 1983 Billings Drive Bismarck, ND 58504	(2016) (c) 220-5313	12-31-22 Manager
James Landenberger 3456 E Century Ave Bismarck, ND 58503	(2017) (701) 426-6439	12-31-20 Manager
Tracie Day, Secretary xtra-Office, Inc. (FKA Personalized Management Services, Inc.) 1926 Frontier Dr. Ste. B, Bismarck ND 58504		701-222-3499 BCWRD@midco.net
David R. Bliss, Attorney Bliss Law Firm, LLC PO Box 4126, Bismarck ND 58502-4126		(701) 223-5769 dbliss@blisslaw.com
Michael Gunsch, PE Houston Engineering, Inc. 3712 Lockport Street, Bismarck ND 58503		Office: (701) 323-0200 Cell: (701) 527-2134 mgunsch@houstoneng.com

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 James Landenberger, Bismarck 426-6439

January 8, 2020

Chairman Larson after consulting with members of the Board and based on past experience appointed the following portfolio leads and alternates to the noted project portfolios. Alternates are available to assist and/or complete assignments, in the absence of the lead, as directed by the Board.

Hay Creek Watershed/Greenway	-	Rod Beck, Lead/Rick Detwiller, Alternate
Burnt Creek Watershed/Floodway		Dennis Reep, Lead/James Landenberger, Alternate
McDowell Dam Recreation Area	-	James Landenberger, Lead/Rick Detwiller, Alternate
Missouri River Issues		Rick Detwiller, Lead/Rod Beck, Alternate
Apple Creek Watershed		Rick Detwiller, Lead/James Landenberger, Alternate
Landowner Complaints		Rod Beck, Lead/Dennis Reep, Alternate Rick Detwiller, Alternate
Missouri River Joint WRB		Greg Larson, Lead/Dennis Reep, Alternate
Missouri River Bank Stabilization/Mapping		Rick Detwiller, Lead
Burleigh County Soil Conservation District		James Landenberger, Lead
State Water Commission Liaison		Rod Beck, Lead/Dennis Reep, Alternate
MPO (Bis-Man Metropolitan Planning)		Dennis Reep, Lead/Rod Beck Alternate
Apple Creek Industrial Park		James Landenberger, Lead
Fox Island Projects		James Landenberger, Lead/Greg Larson, Alternate
Missouri River Correctional Center		James Landenberger, Lead/Dennis Reep, Alternate
Sibley Island Flood Control		Rod Beck, Lead, Greg Larson, Alternate
ND Water Users		Dennis Reep, Lead/Rod Beck, Alternate
ND Water Resource Board of Directors		Dennis Reep, Lead
ND Irrigation		Rod Beck, Lead/James Landenberger, Alternate
Ward/Ash Coulee		Rick Detwiller, Lead/Greg Larson, Alternate
Budget		Rick Detwiller, Lead/Dennis Reep, Alternate:
Brookfield Estates Flood Control		Dennis Reep, Lead/Greg Larson, Alternate
Bismarck Airport Drainage		Dennis Reep, Lead

The Board reserves the authority to revise these appointments as needed to complete its statutory and contractual duties and obligations.



Greg Larson, Chairman
Burleigh County Water Resource District

2020 Annual Certification of Records Disposal (DUE: 9-30-20)

Water Resource Board

Instructions: Add volumes for each record series disposed and certify at the bottom of this report that disposals are / are not complete. *Note: Even if records are not eligible to be disposed (i.e. no volume to report), records should be certified to indicate each record series was visited. Hence indicate "NA" on the excel spreadsheet.*

Name of County Returning Form:

As of 1-10-20

RCN	Title	Description	Retention	Disposition	To Dispose	Inches Disposed	MB Deleted
220313	MINUTES, DRAIN BOARD/WATER MANAGEMENT	Minutes.	PERM - Permanent	Archives	PERM		

County General Schedule

010201	AUDIT REPORTS, COUNTY	This series contains annual audits for all county offices.	CFY+3 - Calendar Fiscal Year Plus 3 Years	Archives	DECEMBER 2016 CFY		
010301	AUTHORIZATIONS, TRAVEL	This series contains copies of forms documenting approval of staff travel.	CFY+3 - Calendar Fiscal Year Plus 3 Years	Landfill/Delete backups	DECEMBER 2016 CFY		
010401	BUDGET REPORTS (EXCEPT AUDITOR)	This series contains county and township budgets. Utilities, fire districts, cities, school districts, county offices. Annual budget submitted to county commissioners.	CFY+4 - Calendar Fiscal Year Plus 4 Years	Landfill/Delete backups	DECEMBER 2015 CFY		
010501	CASH BOOKS/JOURNALS	This series contain lists date, cash debit, description, account number, receipt number, and revenue credit for daily cash balance of county.	CFY+3 - Calendar Fiscal Year Plus 3 Years	Landfill/Delete backups	DECEMBER 2016 CFY		
010601	WARRANTS	This series contains canceled auditors' warrants, interest and sinking, refund orders, custodian funds, school districts, townships, state banks, payroll, and drain board	CFY+6 - Calendar Fiscal Year Plus 6 Years	Landfill/Delete backups	DECEMBER 2013 CFY		
010602	BANK RECORDS	This series contains canceled checks, check stubs, bank statements, reconciliation sheets, receipt books, and registers.	CFY+6 - Calendar Fiscal Year Plus 6 Years	Landfill/Delete backups	DECEMBER 2013 CFY		
010605	REGISTER, WARRANT	This series contains Invoice number, account description, and receipt number.	CFY+10 - Calendar Fiscal Year Plus 10 Years	Landfill/Delete backups	DECEMBER 2009 CFY		
010617	CHECK REGISTER	This series contains a list of each check, name of payee, and the amount paid	CFY+3 - Calendar Fiscal Year Plus 3 Years	Landfill/Delete backups	DECEMBER 2016 CFY		
010701	REGISTER, CLAIMS	This series contain records number of claims, name of claimant, amount of claim, date, amount allowed, warrant number, date paid, and amount rejected.	CFY+10 - Calendar Fiscal Year Plus 10 Years	Landfill/Delete backups	DECEMBER 2009 CFY		
010801	EXPENSE ACCOUNT REPORTS	This series contains record of expenses, justification, and dollar amount	CFY+3 - Calendar Fiscal Year Plus 3 Years	Landfill/Delete backups	DECEMBER 2016 CFY		
010902	PURCHASE ORDERS/REQUISITIONS	This series contains purchase orders and requisitions issued by the department for goods or services, and supporting documentation.	CFY+3 - Calendar Fiscal Year Plus 3 Years	Landfill/Delete backups	DECEMBER 2016 CFY		

011011	TAX REPORTING DOCUMENTATION	This series contains reporting and supporting documentation used for tax reporting purposes. This includes, but not limited to: 1042s, 1098 series, 1099 series, W-2s, etc. Supporting documentation includes W-9s, W-8 series, and any other supporting documentation.	13 years	Shredder	2006		
011201	INVENTORY, COUNTY EQUIPMENT	This series contains record of county equipment listing any office or construction equipment.	LOE+3 - Life of Equipment Plus 3 Years	Landfill/Delete backups	2016 LOE+3		
011301	LEDGERS	This series contains records of monthly expenditures, receipts, client billings, accounts, disbursements, and special deposit.	CFY+5 - Calendar Fiscal Year Plus 5 Years	Landfill/Delete backups	DECEMBER 2014 CFY		
011601	EMPLOYEE PAYROLL FILES	This series contains records relating to payroll information of an individual employee, for example, deduction forms, insurance forms, benefit forms, tax forms, etc.	ALA+6 - After Last Activity/After Last Action Plus 6 Years	Shredder	2013 ALA+6		
011801	RECEIPTS/RECEIPT BOOKS	This series contains records related to the receipt or payment of cash.	CFY+3 - Calendar Fiscal Year Plus 3 Years	Landfill/Delete backups	DECEMBER 2016 CFY		
011802	ACCOUNTS RECEIVABLE	This series contains accounting records, summaries, listings, reports, and ledgers related to the collection of revenue for the department.	CFY+6 - Calendar Fiscal Year Plus 6 Years	Landfill/Delete backups	DECEMBER 2013 CFY		
011803	FEE BOOKS	This series contains miscellaneous and county court statement of fees	CFY+3 - Calendar Fiscal Year Plus 3 Years	Landfill/Delete backups	DECEMBER 2016 CFY		
011812	COLLECTION REGISTER	This series contains records of county redemptions, mobile home private redemptions, retirement, inheritances, and school land leases.	CFY+3 - Calendar Fiscal Year Plus 3 Years	Landfill/Delete backups	DECEMBER 2016 CFY		
012001	BILLS	This series contains monthly bills and billing record	CFY+3 - Calendar Fiscal Year Plus 3 Years	Landfill/Delete backups	DECEMBER 2016 CFY		
012102	ACCOUNTS PAYABLE	This series contains payment vouchers, travel expense vouchers, abstracts for payment, claims for payment, vendor invoices, reports, and other supporting documents pertaining to disbursement of funds for department expenditures.	CFY+3 - Calendar Fiscal Year Plus 3 Years	Landfill/Delete backups	DECEMBER 2016 CFY		
100101	MEMORANDA	This series contains updated memoranda copies concerning policy or procedural information.	CFY+3 - Calendar Fiscal Year Plus 3 Years	Landfill/Delete backups	DECEMBER 2016 CFY		
180101	AFFIRMATIVE ACTION FILE	This series contains affirmative action compliance review documents and correspondence.	ACC+10 - After Case Closed Plus 10 Years	Landfill/Delete backups	2009 ACC+10		
220301	MINUTES	This series contains other than minutes and agendas which are addressed in the specific retention schedules.	25 years	Archives	1994		
260101	NEWSLETTERS/PUBLICATIONS	This series contains newsletters, brochures or other publications prepared by county offices.	WA - While Active	Archives	WA		
300109	CONTRACTS/LEASES/AGREEMENTS	This series contains contracts, leases and agreements entered into by the county offices. Includes all back-up and closeout materials for the contract, lease or agreement.	LOC+6 - Life/Length of Contract Plus 6 Years	Landfill/Delete backups	2013 LOC+6		
350301	TRAINING MATERIALS/SEMINAR NOTES	This series contains training materials from conferences attended by staff	3 years	Landfill/Delete backups	2016		
430101	EQUIPMENT MANUALS	This series contains manuals for equipment owned or leased.	LOE - Life of Equipment	Landfill/Delete backups	LOE		

450101	CORRESPONDENCE	This series contains general correspondence	3 years	Landfill/Delete backups	2016		
450106	ELECTRONIC COMMUNICATION RECORDS	This series contains e-mail messages, voicemail messages, recorded telephone conversations, instant messages, text messages, etc. created by employees of the department that are not covered by another record series.	ACM - After Conditions Met	Landfill/Delete backups	ACM		
470101	INSURANCE POLICIES	This series contains insurance policies for county buildings and State Fire and Tornado Fund.	AE+3 - After Expired Plus 3 Years	Landfill/Delete backups	2016 AE+3		
470203	VEHICLE INSURANCE POLICIES	This series contains vehicle insurance policies	AE+3 - After Expired Plus 3 Years	Landfill/Delete backups	2016 AE+3		
500415	BANKRUPTCY RECORDS	This series contains bankruptcy records	CFY+3 - Calendar Fiscal Year Plus 3 Years	Landfill/Delete backups	DECEMBER 2016 CFY		
600202	EMPLOYEE APPLICATIONS--APPLICANTS NOT HIRED	This series contains applications for people not hired.	3 years	Landfill/Delete backups	2016		
600601	EMPLOYEE FILES	This series contains all information related to individual employees of the department, including application, training information, performance appraisals/evaluations, and correspondence.	ALA+6 - After Last Activity/After Last Action Plus 6 Years	Shredder	2013 ALA+6		
600606	EMPLOYEE MEDICAL FILES	This series contains all medical information related to an employee of the department, including correspondence, medical tests and evaluations, Employee Assistance Program records, and Workers Compensation records.	ALA+6 - After Last Activity/After Last Action Plus 6 Years	Shredder	2013 ALA+6		
600703	LEAVE RECORDS	This series contains time sheets, leave reports, and any other records related to leave requested or taken by employees.	CFY+3 - Calendar Fiscal Year Plus 3 Years	Landfill/Delete backups	DECEMBER 2016 CFY		
650303	CONTINUUM OF OPERATIONS/DISASTER RECOVERY PLAN	This series contains Continuum of Operations Plans (COOP) and Disaster Recovery Plans for county offices.	UD - Updated/update	Shredder	UD		
720101	REFERENCE MATERIALS	This series contains information, brochures, policy notes, publications used for reference purposes only.	UD - Updated/update	Landfill/Delete backups	UD		
800336	RURAL PROPERTY DESCRIPTIONS	This series contains subdivisions and county land descriptions.	UD - Updated/update	Landfill/Delete backups	UD		
800703	COURTHOUSE RECORDS	This series contains blueprints and specifications for the courthouse	PERM - Permanent	Archives	PERM		
850101	MAILING LISTS	This series contains address change forms.	UD - Updated/update	Landfill/Delete backups	UD		
850201	TELEPHONE LOGS	This series contains usage reports of telephone.	1 year	Landfill/Delete backups	2018		
850601	DAILY LOG	This series contains notice of activities, mail report, persons contacted, and office visits.	1 year	Landfill/Delete backups	2018		
850602	EMPLOYEE CALENDARS	This series contains employee calendars of meetings and appointments for their position.	13 months	Landfill/Delete backups	13MO		
900236	UNCLAIMED PROPERTY DOCUMENTATION	This series contains reports of checks that have not been cashed and documentation of attempts to contact the person. The actual checks that cashed are turned over to the State Land Department-Unclaimed Property.	ACM+10 - After Conditions Met Plus 10 Years	Landfill/Delete backups	2009 ACM+10		
970101	VENDOR INFORMATION	This series contains brochures and information from vendors	UD - Updated/update	Landfill/Delete backups	UD		

☐

I certify that only those records approved on the County retention schedules have been transferred or disposed by the specified methods.

Name of Individual Authorizing Disposals:	Phone Number:	Date:
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☐

I certify that records have not been disposed as specified on the County retention schedules for the reason(s) indicated below.

Explain:		
Name of Individual Authorizing Disposals:	Phone Number:	Date:

***Burleigh County Water Resource District
Accounting Project Numbers for Cost Assignment***

111 • Payroll Expenses
111A • Payroll Taxes
112 • Management Services
113 - Accounting services
114 - Audit State
312 • Legal Fees
315 • Engineering Administration
328 • Liability Insurance
335 • Building Rent
341 • Travel
376 • Dues & Publications
411 • Office Supplies
904 • McDowell Dam

910 • Reimbursements/Project Bonding
910-D MRCC
910-G Sibley Island
910-B Hogue Island
910-D Burnt Creek Floodway
910-E County Creek/Ridge
910-F Apple Valley Industrial Park
911 • Miscellaneous
920 • Continuing Education
932 • City/County Watershed Planning
933 • Missouri River General Services
937 - Design/Special Assessment
940 - O&M
940A - Brunt Creek Watershed
941 Stream Gages (Burleigh County)
942 Loan/Special Assessments Dist.
960 Drainage Complaints (16)
970 Storm Water Management Plans

Other Accounts Required? – Frontier question?

***Water Resource District Authorities
NDCC 61-16.1-09***

(Included by Reference Only as they are subject to revision)

DRAFT



Burleigh County Water Resource District

PO Box 1255

Bismarck, North Dakota 58502-1255

(701) 354-1501

www.bcwrld.org

DRAFT

Current Board Members:

Greg Larson, Chairman, Bismarck 400-7217

Dennis Reep, Vice Chairman, Bismarck 223-7052
Rodney Beck, Bismarck 220-5313

Rick Detwiller, Secretary Treasurer, Bismarck 223-8782

November 2020 Bills

Name	Project	Invoice	Amount
Houston Engineering	McDowell Dam Heritage Fund Grant	51931	\$969.00
Houston Engineering	General Admin	51932	\$1,104.00
Houston Engineering	WRD Policy Manual	51933	\$1,508.00
Houston Engineering	Missouri River GIS	51934	\$2,068.00
Bank of ND	Agent Fee For Wire Transfer		\$750.00
ND Water Users Association	Dues	4032	\$300.00
ND Irrigation Association	Dues	403	\$250.00
Bismarck Parks & Rec	December	2444	\$18,134.69
Braun Intertec	Sibley Island	B238713	\$4,754.20
Fronteer Payroll Services, Inc	Monthly Admin	1583	\$1,950.00
Fronteer Payroll Services, Inc	2nd Qtr 2020 Payroll not paid	1367	\$275.00
Payroll - Beck	2020Q4	PR 2020Q4	\$831.15
Payroll - Detwiller	2020Q4	PR 2020Q4	\$1,410.05
Payroll - Larson	2020Q4	PR 2020Q4	\$1,163.61
Payroll - Landenberger	2020Q4	PR 2020Q4	\$872.71
Payroll - Reep	2020Q4	PR 2020Q4	\$1,018.15
	Subtotal - regular bills		\$37,358.56
Fox Island Bills			
Name	Project	Invoice	Amount
	Subtotal - Fox Island Bills		\$0.00
Total Bills	\$37,358.56		

INVOICE



Houston Engineering Inc.

Remit to:

1401 21st Ave N, Fargo, ND 58102

Phone: 701.237.5065

Fed Tax ID: 45-0314557

Interest of 1%/month applied to past due invoices

Burleigh County (ND) Water Resource District
1926 Frontier Drive, Suite B
Bismarck, ND 58504

January 8, 2021

Invoice No: 0051931

Due Date: February 7, 2021

Project R081032-0104 McDowell Dam Heritage Fund Grant

See attached Project Status Report and Invoice Description.

Professional Services from November 8, 2020 to January 2, 2021

Phase 002 Heritage Fund Grant Application

Professional Personnel

	Hours	Rate	Amount	
Project Engineer	5.00	173.00	865.00	
Totals	5.00		865.00	
Total Labor				865.00
		Total this Phase		\$865.00

Phase 003 Design, Plans and Specifications

Professional Personnel

	Hours	Rate	Amount	
Sr Project Manager	.50	208.00	104.00	
Totals	.50		104.00	
Total Labor				104.00
		Total this Phase		\$104.00
		Total this Invoice		\$969.00



Project Status and Invoice Description

3712 Lockport Street
Bismarck, ND 58503
Phone: 701-323-0200
Fax: 701-323-0300

HEI Project No.:	1032-104: McDowell Dam Recreation Area
BCWRD Account No.	905
Project Name:	McDowell Dam Recreation Area – ND Heritage Fund Grant Application

Billing Period: *November 8, 2020 through January 2, 2021*

Professional engineering and surveying services related to the application for a Heritage Fund Grant Application to protect the McDowell Dam Trail System including, but not limited to the following:

- Coordination with the Outdoor Heritage Fund Committee on agreement
- Creation of scope and budget documents for review and Board approval
- Review of OHF Agreement form and prepare for Board Manager signature

Comments:

- Construction would occur in the spring of 2021, potential bidding shifted to March/April as the grant agreements are just now being put into place.
- Need to assure tree watering in project specifications, as the recent drought has been hard on other plantings at McDowell.

See accompanying invoice and cost summary for personnel cost breakdown.

Total Invoice \$ 969.00

INVOICE**HoustonEngineering Inc.****Remit to:**1401 21st Ave N, Fargo, ND 58102

Phone: 701.237.5065

Fed Tax ID: 45-0314557

Interest of 1%/month applied to past due invoices

Burleigh County (ND) Water Resource District
1926 Frontier Drive, Suite B
Bismarck, ND 58504

January 8, 2021

Invoice No: 0051932

Due Date: February 7, 2021

Project R084241-0000 BCWRD - General Engineering Services

Email Invoices: BCWRD@midco.net & rdetwillerbcwrd@gmail.com

BCWRD Project No.: 315 - Engineering Administration

See attached Project Status Report and Invoice Description.

Professional Services from December 6, 2020 to January 2, 2021

Phase 000 Burleigh Co. WRD - General

Monthly Lump Sum Amount

Fee 1,000.00**Total this Phase \$1,000.00**

Phase 007 General Services - Hourly**Professional Personnel**

	Hours	Rate	Amount
Sr Project Manager	.50	208.00	104.00
Totals	.50		104.00
Total Labor			104.00

Total this Phase \$104.00**Total this Invoice \$1,104.00**



Project Status and Invoice Description

3712 Lockport Street
Bismarck, ND 58503
Phone: 701-323-0200
Fax: 701-323-0300

HEI Project No.:	4241-0000: BCWRD General Services
BCWRD Account No.	315 – Engineering Administration
Project Name:	General Engineering Services

Billing Period: *December 6, 2020 through January 2, 2021*

Professional engineering administrative services related to routine monthly activities and issues addressed at the request and direction of the BCWRD during this billing period, including time associated with, but not limited to the following:

- **December Meeting**
- Meeting preparation and discussion
- Review of minutes and agenda updates
- Various BCWRD issues, contacts and calls
- **Additional Services – Related to project accounting and secretarial transition**

Comments:

- This invoice is only for Board meeting related time along with limited small contact and coordination items that are not project related. In accordance with Board direction, all costs associated with drainage complaints, stormwater plan review, and other project related activities are invoiced to assigned project numbers.
- Additional Services on this invoice were requested to assist in looking at project accounting, which will require a review of the various projects for both O&M, Bond and related accounts.

General Services	\$1,000.00
<u>Additional Services</u>	<u>104.00</u>
Total Invoice	\$1,104.00

INVOICE



HoustonEngineering Inc.

Remit to:

1401 21st Ave N, Fargo, ND 58102

Phone: 701.237.5065

Fed Tax ID: 45-0314557

Interest of 1%/month applied to past due invoices

Mr. Greg Larson
Burleigh County (ND) Water Resource District
1926 Frontier Drive, Suite B
Bismarck, ND 58504

January 8, 2021

Invoice No: 0051933

Due Date: February 7, 2021

Project R156025-0024 Burleigh County WRD Policy Manual

BCWRD Account No.: 910

See attached Project Status Report and Invoice Description.

Professional Services from December 6, 2020 to January 2, 2021

Professional Personnel

	Hours	Rate	Amount	
Sr Project Manager	7.25	208.00	1,508.00	
Totals	7.25		1,508.00	
Total Labor				1,508.00
		Total this Invoice		\$1,508.00

Billing Backup

Houston Engineering, Inc.

Invoice 0051933 Dated 1/8/2021

Friday, January 8, 2021

9:38:31 AM

Project	R156025-0024	Burleigh County WRD Policy Manual
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Professional Personnel

		Hours	Rate	Amount	
Sr Project Manager					
2001 - Gunsch, Michael	12/7/2020	.50	208.00	104.00	
	Review of two years of agendas - typical and recurring events - move to calendar in next step.				
2001 - Gunsch, Michael	12/16/2020	.25	208.00	52.00	
	Governance issue.				
2001 - Gunsch, Michael	12/22/2020	2.00	208.00	416.00	
	Review documents in Governance Section for consideration and updates - track changes.				
2001 - Gunsch, Michael	12/23/2020	4.00	208.00	832.00	
	Preparation and Meeting with Rick/Rod				
2001 - Gunsch, Michael	12/28/2020	.25	208.00	52.00	
	Visit with David Bliss - Governance and Bond Repayment issues...				
2001 - Gunsch, Michael	12/30/2020	.25	208.00	52.00	
	Misc discussions and direction... PO Box				
	Totals	7.25		1,508.00	
	Total Labor				1,508.00
			Total this Project		\$1,508.00
			Total this Report		\$1,508.00



Project Status and Invoice Description

3712 Lockport Street
Bismarck, ND 58503
Phone: 701-323-0200
Fax: 701-323-0300

HEI Project No.:	R096025-0024
BCWRD Account No.	910 – Shared Projects
Project Name:	BCWRD Policy Manual

Billing Period *December 6, 2020 through January 2, 2021*

Professional engineering services related to the creation of policy documents associated with the activities of the Burleigh County Water Resource District. The services provided included, but were not limited to, the following:

- Meeting with Board Managers to discuss policy documents and preliminary drafts.
- Provided policy binders to manager and county commissioner.
- Consideration of various policies and status
- Secure direction on next steps for review/revision
- Creation of Draft Board calendar for 2021 – review two years of agendas

Comments and Issues

- Policy manual review continues, the objective being to edit and complete various sections on a monthly basis during 2021.
- Update of all policies remain under consideration.
- The first policy section to be drafted for board review is on governance.

See accompanying invoice for personnel cost breakdown.

INVOICE**Houston Engineering Inc.****Remit to:**1401 21st Ave N, Fargo, ND 58102

Phone: 701.237.5065

Fed Tax ID: 45-0314557

Interest of 1%/month applied to past due invoices

Burleigh County (ND) Water Resource District
1926 Frontier Drive, Suite B
Bismarck, ND 58504

January 8, 2021

Invoice No: 0051934

Due Date: February 7, 2021

Project R006025-0028 Missouri River Revetments GIS

See attached Project Status Report and Invoice Description.

Professional Services from September 27, 2020 to January 2, 2021

Phase 002 GIS Development

Professional Personnel

	Hours	Rate	Amount	
Sr Project Manager	.25	208.00	52.00	
Technician II	18.00	112.00	2,016.00	
Totals	18.25		2,068.00	
Total Labor				2,068.00
		Total this Phase		\$2,068.00
		Total this Invoice		\$2,068.00



Project Status and Invoice Description

3712 Lockport Street
Bismarck, ND 58503
Phone: 701-323-0200
Fax: 701-323-0300

HEI Project No.:	6025-0028
BCWRD Account No.	937
Project Name:	Missouri Riverbank Stabilization

Billing Period: *September 27, 2020 through January 2, 2021*

Professional engineering and surveying services related to Missouri Riverbank Stabilization GIS documentation for federal revetments installed under the Garrison-Oahe and Section 32 Programs.

Tasks Completed:

Bank Stabilization Agreements and Easements

- USACE shape files and database secured - limited.
 - Data from USACE federal projects added to site.
 - Data from documented private projects added to site.
- Preliminary review of mapping overlaps from USACE to BCWRD
- Continued communications with Sovereign Lands Coordinator on easements

Comments and Issues

- State Sovereign Lands Coordinator contacted again regarding easement records.
 - They are in the process of preparing a document summary for the easement.
 - Data folders anticipated, but unknown delivery time
- USACE has more shape file data, but it is considered internal.

<u>Deliverables and Demonstration</u>	<u>\$ 2,068.00</u>
Total Invoice	\$ 2,068.00

See accompanying invoice for personnel cost breakdown.

December 15, 2020

Tracie Dey
Secretary
Burleigh County Water Resource District
1926 Frontier Drive, Suite B
Bismarck, ND 58504

Re: Burleigh County Water Resource District North Dakota, \$1,415,000 Refunding Improvement Bonds,
Series 2020

***** STATEMENT *****

Initial Registrar/Paying Agent Fee	\$750.00
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Total Due:	<u>\$750.00</u>
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Please remit payment to:

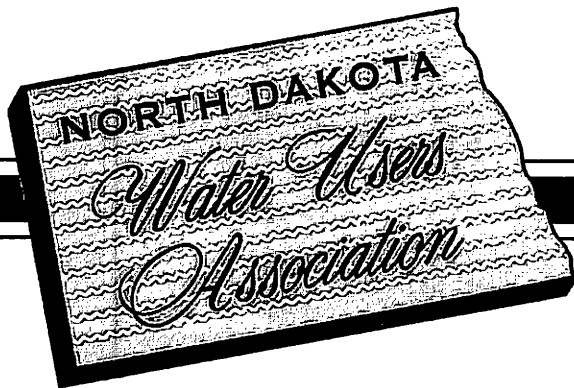
Bank of North Dakota
Attn: Trust Department
1200 Memorial Hwy, PO Box 5509
Bismarck, ND 58506-5509

Please call me at 328-5612 with any questions.

Thank you,

Carrie Willits

Carrie Willits
Trust Officer



PO Box 2254 • Bismarck, ND 58502-2254

Tracie Day
Burleigh County WRD
1926 Frontier Dr., Ste. B
Bismarck, ND 58504-6950

INVOICE	DATE	INVOICE #
	12/21/2020	4032
DESCRIPTION	AMOUNT	
2021 NDWUA Water Resource Member	\$300.00	
Thank You!	TOTAL	\$300.00

The portion of dues paid to the ND Water Users Association, which is attributable to lobbying activities, is 7.5% or less.

Send check to:

ND Water Users Association, PO Box 2254, Bismarck, ND 58502
(701) 223-4615 • staff@ndwater.net • www.ndwater.org



Detach and remit with payment.
(Please update contact information if needed.)

2021 NDWUA MEMBERSHIP

Contact Information:	Invoice #:	Amount Due:
Tracie Day Wendy Egli Burleigh County WRD 1926 Frontier Dr., Ste. B PO Box 1255 Bismarck, ND 58504-6950 58502-1255 PHONE: (701) 222-3499 354-1501 EMAIL: bcwrd@midco.net COUNTY: Burleigh	4032	\$300.00

Thank You!



701-223-4615
701-223-4645 (Fax)

PO Box 2254 • Bismarck, ND 58502-2254

December 22, 2020

Tracie Day
Burleigh County WRD
1926 Frontier Dr., Ste. B
Bismarck, ND 58504-6950

Dear Tracie:

Thank you for your membership in the North Dakota Water Users Association. Your support and continued membership in 2021 are critical as we continue our mission to protect, develop and manage North Dakota's water resources.

The challenges brought in 2020 by the COVID-19 pandemic have not diminished the need for continued investments in important water supply and flood management throughout the state. Water is essential for economic growth and quality of life and the Water Users Association works closely with local, state and federal officials toward meeting these needs.


Current proposals for major, half-billion-dollar increases in state investments in water and the adoption of continued federal support for water projects, is the direct result of Water Users' efforts to elevate awareness of these important water projects.

The NDWUA sponsors water education programs, including the *North Dakota Water* magazine. It coordinates public water education and water tours and manages policy efforts of the North Dakota Water Coalition. We were a driver in the establishment of a new state program to address aquatic invasive species.

I hope that you were able to take advantage of the Water Convention and Irrigation Workshop which included state and federal policymakers, training opportunities, and educational sessions all focused on water. The North Dakota Water Users Association policy resolutions were adopted during the convention. The association's 2021 goals and policies can be found under the "Publications" tab on our web site <https://ndwater.org/>.

Our focus on protecting water resources and developing effective water management should be important to all North Dakotans. Thank you for renewing your membership with the submission of your 2021 annual dues.

Sincerely,


David Lang
President

Dedicated to Protect, Develop, and Manage North Dakota's Water Resources



North Dakota Irrigation Association

P.O. Box 2254
Bismarck, ND 58502
701-223-4615
701-223-4645 (fax)

Dedicated to strengthening and expanding irrigation to build and diversify our economy

Tracie Day
Burleigh County WRD
1926 Frontier Dr., Ste. B
Bismarck, ND 58504-6950

INVOICE	DATE	INVOICE #
	12/23/2020	403
DESCRIPTION	AMOUNT	
2021 Industry Member	\$250.00	
Thank You!	TOTAL	\$250.00

The portion of dues paid to the ND Irrigation Association, which is attributable to lobbying activities, is 7.5% or less.

Send check to:

ND Irrigation Association, PO Box 2254, Bismarck, ND 58502
(701) 223-4615 • staff@ndwater.net • www.ndwater.org



Detach and remit with payment.
(Please update contact information if needed.)

2021 NDIA MEMBERSHIP

Contact Information:	Invoice #:	Amount Due:
Tracie Day Wendy Egli Burleigh County WRD 1926 Frontier Dr., Ste. B PO Box 1255 Bismarck, ND 58504-6950 58502-1255 Phone: (701) 223-499 354 -1501 Email: bcwrd@midco.net County: Burleigh	403	\$250.00

Thank You!



**BISMARCK PARKS AND
RECREATION DISTRICT**
Est. 1927

400 E Front Ave
Bismarck, ND 58504-5641
Phone: 701.222.6455

INVOICE

BILLED TO:
Burleigh County Water Resource District
Tracie Day
1926 Frontier Drive, Suite B
Bismarck, ND 58504

DATE: 1/8/2021
INVOICE #: 02444
DUE DATE: 2/8/2021
TOTAL DUE: 18,134.69

CUSTOMER ACCOUNT # : 1017

ITEM DESCRIPTION	UNITS	PRICE	AMOUNT
McDowell Dam Salary Reimbursement- December 2020 McDowell Dam			18,134.69
TOTAL THIS INVOICE			18,134.69

Please include account number with your payment.

For questions, contact Julie Fornshell 701.222.6455

REMIT TO:

Bismarck Parks and Recreation District
400 E Front Ave
Bismarck ND 58504-5641

Please remit bottom portion of invoice with your payment.
Thank you!

CUSTOMER ACCOUNT # : 1017
DATE: 1/8/2021
INVOICE #: 02444
DUE DATE: 2/8/2021
TOTAL DUE: 18,134.69

BURLEIGH COUNTY WATER RESOURCE DISTRICT
McDowell Dam Monthly Billing

Bismarck Parks & Recreation District
400 E. Front Ave
Bismarck, ND 58504

For The Month Ended December 31, 2020

Date Submitted: 1/7/2021

Salaries & Wages	\$ 6,538.58
Employer Payroll Taxes	500.20
Employee Pension & Health/Life/ Diability Benefits	2,126.78
Property & Liability Insurance	-
Operating Expenses	5,342.19
Capital Improvement Expenses	-
Total Expenses	\$ 14,507.75
Administrative Fee	
(25% of Operating Expenses)	\$ 3,626.94
(5% of Capital Improvement Expenses)	-
Total Amount Requested	\$ 18,134.69

Brian Richter
Prepared By

Board Member

Accounting Specialist
Title



Bismarck Parks and Recreation District

Detail Report Account Detail

Date Range: 12/01/2020 - 12/31/2020

Account	Name	Beginning Balance	Total Activity	Ending Balance
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Fund: 01 - GENERAL FUND

Center: 12 - McDOWELL DAM

RptClass: 51 - Salaries & Wages

<u>01.12.000.510100</u>	FULL-TIME SALARIES	42,262.96	5,496.08	47,759.04
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Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Amount	Running Balance
12/04/2020	PYPKT00823	PYPKT00823 - 2020-12		ROBINSON, DAVID H.:000415 - McDowell Dam Supervisor		1,895.20	44,158.16
12/18/2020	PYPKT00840	PYPKT00840 - 2020-12		ROBINSON, DAVID H.:000415 - McDowell Dam Supervisor		1,895.20	46,053.36
12/31/2020	PYPKT00846	PYPKT00846 - 2020-12		ROBINSON, DAVID H.:000415 - McDowell Dam Supervisor		1,705.68	47,759.04

<u>01.12.000.510200</u>	PART-TIME SALARIES	47,262.66	1,042.50	48,305.16
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Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Amount	Running Balance
12/04/2020	PYPKT00819	PYPKT00819 - 2020-12		JOHNSON, SETH M.:000217 - Operations/Maintenance-McDOWELL DAM		1,042.50	48,305.16

Total RptClass: 51 - Salaries & Wages:	Beginning Balance: 89,525.62	Total Activity: 6,538.58	Ending Balance: 96,064.20
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RptClass: 52 - Contractual Services

<u>01.12.000.520400</u>	SANITARY SYSTEMS	551.50	73.50	625.00
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Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Amount	Running Balance
12/23/2020	APPKT01846	13119	204132	BILLING 11/5 - 12/2/2020	0846 - SPIFFY BIFFS	73.50	625.00

Total RptClass: 52 - Contractual Services:	Beginning Balance: 551.50	Total Activity: 73.50	Ending Balance: 625.00
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Detail Report

Date Range: 12/01/2020 - 12/31/2020

Account	Name					Beginning Balance	Total Activity	Ending Balance
RptClass: 53 - Supplies/Operations								
01.12.000.530100 SHOP SUPPLIES						164.44	169.00	333.44
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor		Amount	Running Balance
12/10/2020	APPKT01850	2-0127457	DFT0000870	hydraulic fluid	0948 - US BANK - ONE CARD		169.00	333.44
Purchased From Vendor: 0918 - TRI-ENERGY COOPERATIVE								
01.12.000.531400 REPAIRS & REPLACEMENT						28,364.63	1,714.73	30,079.36
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor		Amount	Running Balance
12/10/2020	APPKT01850	0267	DFT0000870	charger and adapter for batter maint.	0948 - US BANK - ONE CARD		47.62	28,412.25
Purchased From Vendor: 0964 - WALMART COMMUNITY BRC								
12/10/2020	APPKT01850	09-192287	DFT0000870	tire repair	0948 - US BANK - ONE CARD		35.95	28,448.20
Purchased From Vendor: 0676 - OK TIRE STORE - BISMARCK CC								
12/10/2020	APPKT01850	173048299	DFT0000870	return wrong adapter purchased in Oct	0948 - US BANK - ONE CARD		-88.00	28,360.20
Purchased From Vendor: 0714 - PRAXAIR DISTRIBUTION INC								
12/10/2020	APPKT01850	27117569	DFT0000870	torch adapter	0948 - US BANK - ONE CARD		58.00	28,418.20
Purchased From Vendor: 0714 - PRAXAIR DISTRIBUTION INC								
12/10/2020	APPKT01850	280836	DFT0000870	brakeline, sea foam, glass cleaner	0948 - US BANK - ONE CARD		25.94	28,444.14
Purchased From Vendor: 0617 - NAPA AUTO PARTS								
12/10/2020	APPKT01850	5616034	DFT0000870	pickup tool, flaring tool	0948 - US BANK - ONE CARD		32.48	28,476.62
Purchased From Vendor: 0785 - RUNNINGS SUPPLY INC								
12/10/2020	APPKT01850	5623734	DFT0000870	battery maintainer	0948 - US BANK - ONE CARD		40.96	28,517.58
Purchased From Vendor: 0785 - RUNNINGS SUPPLY INC								
12/10/2020	APPKT01850	56728	DFT0000870	screen door, handle	0948 - US BANK - ONE CARD		386.98	28,904.56
Purchased From Vendor: 0559 - LOWE'S BUSINESS ACCOUNT								
12/10/2020	APPKT01850	8079434	DFT0000870	chain saw blades	0948 - US BANK - ONE CARD		99.80	29,004.36
Purchased From Vendor: 0012 - ACME TOOLS								
12/23/2020	APPKT01846	1669	204121	ENGINEERED WOOD FIBER FOR PLAYGROUNDS	0616 - MY TURN PLAYSYSTEMS INC		1,075.00	30,079.36
01.12.000.531700 TOOLS & SMALL EQUIP LESS \$500						489.99	2,749.34	3,239.33
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor		Amount	Running Balance
12/23/2020	APPKT01846	5630862	204129	KAYAKS (9), PADDLE BOARDS (1) - MCDOWELL	0785 - RUNNINGS SUPPLY INC		2,749.34	3,239.33
Total RptClass: 53 - Supplies/Operations:				Beginning Balance:	29,019.06	Total Activity:	4,633.07	Ending Balance: 33,652.13

Detail Report

Date Range: 12/01/2020 - 12/31/2020

Account	Name	Beginning Balance	Total Activity	Ending Balance
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RptClass: 54 - Utilities

<u>01.12.000.540130</u>	ELECTRICITY	5,119.48	364.10	5,483.58
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Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Amount	Running Balance
12/11/2020	APPKT01832	DEC20 BILLING	204005	DECEMBER 2020 BILLING	0175 - CAPITAL ELECTRIC COOPERATIVE	364.10	5,483.58

<u>01.12.000.540160</u>	TELEPHONE	1,426.08	166.62	1,592.70
-------------------------	-----------	----------	--------	----------

Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Amount	Running Balance
12/10/2020	APPKT01850	11012020	DFT0000870	Nov telephone and internet charges	0948 - US BANK - ONE CARD	166.62	1,592.70

Purchased From Vendor: 0087 - BEK COMMUNICATIONS

Total RptClass: 54 - Utilities:	Beginning Balance: 6,545.56	Total Activity: 530.72	Ending Balance: 7,076.28
---------------------------------	-----------------------------	------------------------	--------------------------

RptClass: 55 - Insurance

<u>01.12.000.550100</u>	HEALTH INSURANCE	16,588.69	1,555.19	18,143.88
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Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Amount	Running Balance
12/23/2020	APPKT01846	DEC20 HEALTH BEN	204101	HEALTH BENEFITS DEC 2020	0209 - CITY OF BISMARCK	1,555.19	18,143.88

Total RptClass: 55 - Insurance:	Beginning Balance: 16,588.69	Total Activity: 1,555.19	Ending Balance: 18,143.88
---------------------------------	------------------------------	--------------------------	---------------------------

Total Center: 12 - McDOWELL DAM:	Beginning Balance: 142,230.43	Total Activity: 13,331.06	Ending Balance: 155,561.49
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Total Fund: 01 - GENERAL FUND:	Beginning Balance: 142,230.43	Total Activity: 13,331.06	Ending Balance: 155,561.49
--------------------------------	-------------------------------	---------------------------	----------------------------

Grand Totals:	Beginning Balance: 142,230.43	Total Activity: 13,331.06	Ending Balance: 155,561.49
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Fund Summary

Fund	Beginning Balance	Total Activity	Ending Balance
01 - GENERAL FUND	142,230.43	13,331.06	155,561.49
Grand Total:	142,230.43	13,331.06	155,561.49

McDowell Dam Monthly Billing

December-20

Salaries & Wages

Salaries - Full time	\$ 5,496.08	
Wages - Part time	1,042.50	
Wages - Part time (Overtime)	-	
Total Salaries & Wages		\$ 6,538.58

Employer Payroll Taxes

Social Security/Medicare	500.20	
Unemployment- ND Job Service	-	
Total Employer Payroll Taxes		500.20

Employee Benefits

Pension	571.59	
Health, Life, & Disability Insurance	1,555.19	
Total Employee Benefits		2,126.78

Property & Liability Insurance

General Liability	-	
Multi Coverage	-	
Auto Liability	-	
Total Property & Liability Insurance		-

Operating Expenses

Sanitary Systems	73.50	
Parking Lots & Trail Repair	-	
Shop Supplies	169.00	
Janitorial Supplies	-	
Miscellaneous Supplies	-	
Fuel	-	
Repairs & Replacement	1,714.73	
Tools & Small Equip Less \$500	2,749.34	
Misc. Charges, Permits, and Licences	-	

Expenses Incurred - Not Previously Billed

September, 2020 - Credit Card Fees	104.90	
	4,811.47	

Utilities

Natural Gas	-	
Electricity	364.10	
Garbage Removal	-	
Water	-	
Telephone	166.62	
Total Utilities	530.72	

Total Operating Expenses		5,342.19
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Capital Improvements

Building and Building Remodeling	-	
Total Capital Improvements		-

Total Expenses		\$ 14,507.75
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
SPIFFY BIFFS

Vendor # 846

Billing Date: 12/2/2020
Billing Period: 11/05/2020 - 12/02/2020

Location	Amount
Anti-Freeze Park Operations	119.50
Bark Park	51.00
Cottonwood Soccer Temp	68.00
Cottonwood South	21.00
Jaycee Park	102.00
McQuade Diamonds (Temp)	51.00
Sertoma -300 Riverside Park Rd	68.00
Sertoma Walking Path	68.00
Tom O'Leary Tennis	51.00
Tom O'Leary Golf Antifreeze	22.50
Pebble Creek Golf	136.00
Pebble Creek Golf Antifreeze	60.00
Sibley Park	34.00
Sibley Park Antifreeze	15.00
McDowell Dam	51.00
McDowell Dam Antifreeze	22.50
Total	940.50

01.04.000.520400	599.50
01.05.110.520400	22.50
01.05.120.520400	196.00
01.05.100.520400	-
01.15.000.520400	49.00
01.12.000.520400	73.50
TOTAL	940.50



Authorized by

Spiffy Biffs

1414 Continental Ave
 Bismarck, ND 58504
 (701) 224-0856
 accounts@spiffybiffs.com



INVOICE

BILL TO

Bismarck Parks & Recreation
 District
 400 E Front Ave
 Bismarck, ND 58504

SHIP TO

Bismarck Parks & Recreation
 District
 400 E Front Ave
 Bismarck, ND 58504

INVOICE # 13119

DATE 12/02/2020

DUE DATE 12/30/2020

PURCHASE ORDER

BISMARCK PARKS / ALL UNITS

ACTIVITY	QTY	RATE	AMOUNT
Portable Toilet Basic Service Sertoma Walking Path - Locked on Site	0	68.00	0.00
Portable Toilet Basic Service Century Bark Park	0.75 $7.5 \times 3 = 22.50$	68.00	51.00
Portable Toilet Basic Service Jaycee Park	1.50 $7.5 \times 6 = 45$	68.00	102.00
Portable Toilet Basic Service Pebble Creek Golf	2 $8 \times 7.5 = 60$	68.00	136.00
Portable Toilet Basic Service Sibley Park	0.50 $7.5 \times 2 = 15$	68.00	34.00
Portable Toilet Basic Service Scheels Complex - Locked on Site	0	68.00	0.00
Portable Toilet Basic Service Tom O'Leary Tennis - 1 unit is Locked on Site	0.75 $7.5 \times 3 = 22.50$	68.00	51.00
Portable Toilet Basic Service Gisi Park - Locked on Site	0	68.00	0.00
Portable Toilet Basic Service Igoe Park - Locked on Site	0	68.00	0.00
Portable Toilet Basic Service Sunrise Park - Locked on Site	0	68.00	0.00
Portable Toilet Basic Service Normandy Park - Locked on Site	0	68.00	0.00
Portable Toilet Basic Service Heritage Park - Locked on Site	0	68.00	0.00
Portable Toilet Basic Service Steamboat Park - Locked on Site	0	68.00	0.00
Portable Toilet Basic Service Lions Park - Locked on Site	0	68.00	0.00
Portable Toilet Basic Service Optimist Park - Locked on Site	0	68.00	0.00
Portable Toilet Basic Service Tom O'Leary Golf (#14 and Main.) - Locked on Site	0	68.00	0.00

BILLING PERIOD 11/05/20 thru 12/02/20

ACTIVITY	QTY	RATE	AMOUNT
Portable Toilet Basic Service Tom O'Leary Golf [other units] - Locked on Site	0	68.00	0.00
Portable Toilet Basic Service Maintenance Shop - Locked on Site	0	68.00	0.00
Portable Toilet Basic Service Neuens Arena - Locked on Site	0	68.00	0.00
Portable Toilet Basic Service Eagles Park - Locked on Site	0	68.00	0.00
Portable Toilet Basic Service Pioneer Overlook - Locked on Site	0	68.00	0.00
Portable Toilet Basic Service Riverwood Golf	0	68.00	0.00
Portable Toilet Basic Service Pioneer Trailhead	0	68.00	0.00
Portable Toilet Basic Service Riverwood Pro Shop	0	68.00	0.00
Portable Toilet Basic Service Sertoma-300 Riverside Park Rd	1 $7.5 \times 4 = 30$	68.00	68.00
Portable Toilet Basic Service McQuades Softball Temp	0.75 $7.5 \times 3 = 22.50$	68.00	51.00
Portable Toilet Basic Service McDowell Dam	0.75 $7.5 \times 3 = 22.50$	68.00	51.00
Portable Toilet Basic Service Cottonwood Soccer Temp - Stop/Picked Up	1 $7.5 \times 4 = 30$	68.00	68.00
Portable Toilet Basic Service Cottonwood Soccer Bathroom	0.25 $= 7.50$	84.00	21.00
Winter Surcharge	41	7.50	307.50T

PLEASE NOTE THE INVOICES PAID WITH EACH CHECK
YOU SEND. THANK YOU!

BISMARCK PARKS / ALL UNITS
MULTIPLE LOCATIONS
PER: BONNIE [222-6464]

SUBTOTAL	940.50
TAX	0.00
TOTAL	940.50
BALANCE DUE	\$940.50

Winter Surcharge (unit is .25 x 7.50 each)

TD. 22.50
 PC 60
 RW -
 Sibley 15
 McDowell 22.50
 PG - 189.50

BILLING PERIOD 11/05/20 thru 12/02/20

Tri-Energy Cooperative
store # 20
Bismarck, ND
701-223-8707

Store #20
#2-000006127457
Associate: Shinek D.

Fue 11/10/2020
10:16:50 AM

TAX EXEMPT

0

2 2.5 G - QUKLFI H 169.00 10

Sub-Total 169.00

Total \$169.00

Visa Fleet 169.00

Dealer #:

*Hydraulic
Fluid*

Thank you for using Visa Fleet!

Approval : 027460

Reference: 580315586902420PZHH

ACCOUNT : *****6465

VEHICLE :

ODOMETER :

Control#: 0

ID# :

Keno Data :

Thank you for your Patronage

Patronage has been applied

Thank You!
Hope to see you again soon!

PURCHASE ORDER
BISMARCK PARKS AND RECREATION DISTRICT
 400 East Front Avenue • Bismarck, ND 58504
 Phone: (701) 222-6455 • Fax (701) 221-6838

No. 83493

ND Tax Exempt Number: E-4674
 Federal ID Number: 45-0409352

Name My Turn Play Systems
 Address _____

Vendor 616

Date 12/15/2020

Notes Wood Fiber for play grounds

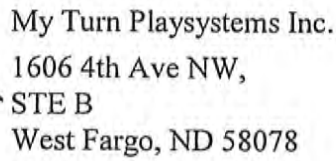
Acct #	Project Number	Cost
01.12.000.531400		
Engineered wood Fiber		\$1,075.00
Acct #		
Description		
Acct #		
Description		
Acct #		
Description		
Acct #		
Description		
Acct #		
Description		
Acct #		
Description		
Acct #		
Description		
Acct #		
Description		

Employee's Signature [Signature]
 Manager's Signature Tony Schmitt DWA

Total \$1,075.00

Approved By [Signature]

ORIGINAL



Date	Invoice #
11/12/2020	1669



701 South Washington
Bismarck, ND 58504
701-223-9582

PROD ID	QTY	UM	PRICE	TOTAL
TELESCOPIC MAGNETIC P/U TOOL 8 LB				
62412131	1 EA		7.490	7.49 n
DOUBLE FLARING TOOL 7 PC				
62411569	1 EA		24.990	24.99 n
SUBTOTAL				32.48
Tax				0.00
TOTAL				32.48
Visa				
XXXXXXXXXX6465 (Approved)				
ROBINSON/DAVID				

11/13/20 09:49:20 016 65270071016

1610111 BISMARCK PARKS & RECREATION

ATB: *ALL NEED A PO

GOV: 1610111

PO NUMBER: McDowell

INVOICE #: 5616034 WSID: RSIWS1950

F90517E0-C9D6-4441-9A4A-84E7E9D4749

0586LB 4.0.20.211 TILL ID: 01

Thanks for choosing Runnings!

Shop for whatever You Want

Whenever You Want

Visit www.runnings.com

Text "JOIN" at 59957

for new sale & promo alerts.



701 South Washington
Bismarck, ND 58504
701-223-9582

PROD ID	QTY	UM	PRICE	TOTAL
BATTERY MAINTAINER 12V 600MA				
5580525	3 EA		9.990	
Sale Price				6.990
BATTERY MAINTAINER 12V 750MA DELUXE				20.97 n
5580512	1 EA		19.990	19.99 n
SUBTOTAL				40.96
Tax				0.00
TOTAL				40.96
Visa				
XXXXXXXXXX6465 (Approved)				
ROBINSON/DAVID				

You Saved Today
\$9.00

11/23/20 15:10:48 016 65370503016

1610111 BISMARCK PARKS & RECREATION

ATB: *ALL NEED A PO

GOV: 1610111

PO NUMBER: mcdowell dam

INVOICE #: 5623734 WSID: RSIWS1948

BCF9F728-8E44-4772-828D-76884C25CE7D

1103WD 4.0.20.211 TILL ID: 06

Thanks for choosing Runnings!

Shop for whatever You Want

Whenever You Want

Visit www.runnings.com

Text "JOIN" at 59957

for new sale & promo alerts.





TIRE STORE
& SERVICE

CASH SALE

Invoice Date	Cust No.	Order No	Page	Invoice No.
11/03/2020	20201	09 - 223338	1 / 1	09 - 192287
License:		Mileage: 0	Time in 3:21 PM	

O.K. Tire Store-Bism Com
3935 Miriam Ave
Bismarck, ND 58501
Phone: (701) 255-0822

Sold To: BISMARCK PARK & RECREATIO
400 E FRONT AVE
BISMARCK, ND 58504-5641

Ship To: BISMARCK PARK & RECREATIO
400 E FRONT AVE
BISMARCK, ND 58504-5641

Purchase Ord. No.	Sales Person	Main Phone	Other Phone	Ship Via	Terms: NET 10TH Entered: TA Finalized: TA		
922		(701) 222-6455					
Item No.	Description	Qty Ordered	Qty Shipped	F.E.T.	Price	Net Extension	
PS01	*REPAIR LOOSE LT TIRE	1	1		33.00	33.00	
SUPT	*CALL DAVE WHEN DONE 226-4955 FLAT REPAIR SHOP SUPPLIES	1	1		2.95	2.95	

Pay Method	Account	Amount	Signature
VISA M/C	****6485	35.95	

Sub-Total Parts: 2.95
Sub-Total Labor: 33.00
Non-Taxable Amount: 35.95
Taxable Amount: 0.00
Total: 35.95

Lug nuts must be re-torqued within 50 to 100 miles of initial tightening.
Tires should be rotated every 5,000 to 6,000 miles.
All returned product is subject to inspection prior to credit being issued. Any product returned after 30 days from invoice date is subject to a 15% restocking fee. Discontinued or special order product is not eligible for return.

OK TIRE BISMARCK 09
3935 E DIVIDE AVE
BISMARCK, ND. 58501
701-255-0822

Merchant ID: 8015410601
Term ID: 0017340008015410601001

Sale

xxxxxxxxxxxx6485

VISA Entry Method: Swiped

Amount: \$ 35.95

Tax: \$ 0.00

Total: \$ 35.95

11/03/20 09:05:22

Inv #: 000003 Appr Code: 050616

Appr'd: Online

Customer Copy

THANK YOU!

SUMMER HOURS: We will be open Saturdays starting May 2nd. Afterhours Service Available

Give us feedback @ survey.walmart.com
Thank you! ID #: 7PBK4PJLXTB

Walmart*

701-223-3066 Mgr:TIM
2717 ROCK ISLAND PL
BISMARCK ND 58504

ST# 01594 OP# 007092 TEN 90 TR# 00267
CHARGER 081463201385 19.87 0
CHARGER 081463201385 19.87 0
ADAPTER 078175623205 1.97 0
ADAPTER 078175523205 1.97 0
ADAPTER 078175623205 1.97 0
ADAPTER 078175623205 1.97 0

SUBTOTAL 47.62

TOTAL 47.62

VISA TEND 47.62

VISA CREDIT **** *6485 1

APPROVAL # 024561

REF # 1042000314

TRANS ID - 380320639166543

VALIDATION - 6673

PAYMENT SERVICE - E

P.O. # 0

AID A000000003101001

AAC 0584AE7E068E0EE0

TERMINAL # 56014052

11/23/20 11:45:24

CHANGE DUE 0.00

ITEMS SOLD 6

TC# 3529 6166 4792 7641 7830



Low Prices You Can Trust. Every Day.

11/23/20 11:45:39

CUSTOMER COPY



LOWE'S HOME CENTERS, LLC

1401 W CENTURY AVE

BISMARCK, ND 58503 (701) 934-9000

- SALE -

SALES#: 52533JH6 3449538 TRANS#: 56910547 10-28-20

585293 14606032 320.00

*[CLARSON TWHV 36 FRAME UHT

585249 20297820 49.00

*[CLARSON QUICKFIT HDL KIT ANTBRS

853204 GL0037002-14 17.98

*[131-PL 02 1/E HGTV HG XWT(-636702

* ITEMS MUST BE PICKED UP TODAY

SUBTOTAL: 386.98

TOTAL TAX: 0.00

INVOICE 56728 TOTAL: 386.98

VISA: 386.98

VISA: XXXX*XXXXX*6485 AMOUNT: 386.98 AUTHCD: 093126

CHIP REF ID: 253356002867 10/28/20 13:38:40

CUSTOMER CODE: ncdowell

APL: VISA CREDIT TVR: 0080008000

AID: A000000003101001 TSI: E800

STORE: 2533 TERMINAL: 56 10/28/20 13:43:03

OF ITEMS PURCHASED: 3

EXCLUDES FEES, SERVICES AND SPECIAL ORDER ITEMS



THANK YOU FOR SHOPPING LOWE'S.

FOR DETAILS ON OUR RETURN POLICY, VISIT
LOWES.COM/RETURNS

A WRITTEN COPY OF THE RETURN POLICY IS AVAILABLE
AT OUR CUSTOMER SERVICE DESK

STORE MANAGER: NICOLE PAKIZ

LOWE'S PRICE MATCH GUARANTEE
FOR MORE DETAILS, VISIT LOWES.COM/PRICEMATCH

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ONE OF FIVE \$500 WINNERS DRAWN MONTHLY!

¡ENTRE EN EL SORTEO MENSUAL

PARA SER UNO DE LOS CINCO GANADORES DE \$500!

ENTER BY COMPLETING A SHORT SURVEY

WITHIN ONE WEEK AT: www.lowes.com/survey

Y O U R I D # 567283 253353 021703



Acme Tools Bismarck
3840 E Rosser Ave
BISMARCK, ND 58501-3314
USA
Phone: (701) 258-1267 / Fax: (701) 258-1292

PICK-UP REC

31346

S O L D T O
BISMARCK PARKS & RECREATION
400 E FRONT AVE
BISMARCK, ND 58504-5641
USA

S H I P T O
Acme Tools - Bismarck
3840 E Rosser Ave
BISMARCK, ND 58501-3314
USA

R E M I T
Acme Tools
P. O. Box 13720
Grand Forks, ND 58208-3720

PAGE	1
INVOICE NO.	8079434
INVOICE DATE	11/05/20

CUSTOMER PURCHASE ORDER NO.	SHIP VIA	TERMS	DATE SHIPPED	SLMN 1	SLMN 2	ORDER NO
mcdowl'	Customer Pick Up	Net 30 Days	11/05/20	120	12058	16489101-001

SPECIAL INSTRUCTIONS >

QTY. ORDERED	QTY. SHIPPED	QTY. BACK ORDERED	U/M	ITEM NO./ DESCRIPTION	PRICE	AMOUNT
4.00	4.00	.00	EA	3624 005 0066 33RS 66E CHAIN LOOP	24.9500	99.80
				<i>Chow's aw Blades</i>		
				Visa		

Acme Tools - Bismarck
3840 E Rosser Ave
BISMARCK, ND 58501--331
Store Phone# 701-258-1267

Customer: 31346
BISMARCK PARKS & RECREATION
400 E FRONT AVE
BISMARCK, ND 58504-5641

Date Time Ticket Number Salesperson
11/05/20 13:40 16489101-000 Luke Huber

Customer PO: mcdowl'

Description	Amount
33RS 66E CHAIN LOOP	.00
3624 005 0066 4.00 @ 24.95	
** PICK-UP ITEM **	
Subtotal	.00
Tax *MULTI*	.00
Total	.00
Pick-up Paid to Date	99.80

Payment Summary:
Date : 11/05/20
Visa
*****6485 99.80

Chip Ind: CONTACT
AID: A000000003101001
App LBL: VISA CREDIT
TVR: 0080001000
TSI: F800
IAD: 06010A03600002
ARC: 06010A03600002
CMV: SIGNATURE
MODE: ISSUER

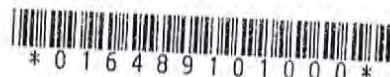
Total Paid 99.80

Total Items Sold : 4.00

Thanks for shopping at
Acme Tools

Visit us at www.acmetools.com

Store Hours:
Monday - Friday: 7:00 am - 5:30 pm
Saturday: 8:00 am - 5:30 pm
Sunday: Closed



SUB - TOTAL	HANDLING	TAX	SUB-TOTAL	DEPOSIT	BALANCE DUE
99.80	.00	.00	99.80	99.80	.00

Original Signature



Picking Ticket

COD

Picking Ticket #



87111123

Page

1 of 1

Ship From : 70262

Praxair Distribution Inc.
PRAXAIR PKG BISMARCK ND HS
820 E FRONT AVE
BISMARCK ND 58504-5647
701-223-8255

Ship To : 71842777 CU Cust # : G718J
BISMARCK PARKS & RECREATION
400 E FRONT AVE
BISMARCK ND 58504

Caller Name
Caller Phone #

David
701-226-4955

Order # : 26950153 ORD TYPE : ZO
Shipment # :
Order Date : 10/16/2020 Promise Date : 10/16/2020
Order Processed By : Johnny Brown, USAJDB38
Phone # :
Ship Via : POS Walk-In
Route # : Z00
Carrier Name :
Rev Brn : 70262 10/16/2020 02:49PM EST

Sold To: 71842777

BISMARCK PARKS & RECREATION
400 E FRONT AVE
BISMARCK ND 58504

Customer #



71842777

Card

Order #



26950153

PO # :
Release # :
Phone # : 701-222-6455

QTY SHIP	UM	H M	ID NUMBER	DESCRIPTION & HAZARD CLASS	LINE NO	ITEM NO/ CUST. ITEM NO	QTY ORDER	QTY BKORD	CYLINDERS SHIP RET	TAX Y/N	VOL/ WT	UNIT AMOUNT	EXTENDED AMOUNT
1 EA				ELEC HOLDER 250A AF-25 TONG	3.000	LEN01030	1	0		Y	NA	30.40	30.40
											1.03 LB		
1 EA				MACHINE PLUG LDP-50M DINSE BK	2.000	LEN05303	1	0		Y	NA	14.79	14.79
											.47 LB		
1 EA				TORCH ADAPTER	4.000	MIL195378	1	0		Y	NA	88.00	88.00
											.65 LB		
1 EA				TIG TORCH ASSY 1 PC 12"6 RBR PRS	5.000	PRS17FV-12-R	1	0		Y	NA	84.99	84.99
											2.75 LB		
12 FT				WELD CABLE #2 250'	1.000	PRS2-250	12	0		Y	NA	1.88	22.56
											3.12 LB		

Returned

Card 6485 088471 Amount 240.74 Payment Date 00:2:
Card Entry: Pin: N Sign: Y
AID: A000000003101001 TVR: 0000008000 TSI: F800 ARC: 00 MID: 30990 TID: 70262_CT2

EMERGENCY RESPONSE TELEPHONE NUMBER:
CALL CHEMTREC 1-800-424-9300

WARNING: Transporting flammable gases and/or hazardous materials in an enclosed van, automobile or automobile trunk is very dangerous because it can cause a fire or explosion resulting in serious injury or death. Read cylinder label warnings, Safety Data Sheets (SDSs) and/or safety booklet P-3499.

PLACARDS OFFERED ☐ ACCEPTED ☐ REJECTED

Sub Total	USD 240.74
Tax (%)	
Total Sales	USD 240.74

This is to certify that the above named materials are properly classified, described, packaged, marked, labeled, and are in proper condition for transportation according to the applicable regulations of the Department of Transportation.

Authorized Signature _____

Received by _____

**Praxair Distribution, Inc. -
70262**820 E. Front Avenue
Bismarck, ND 58504
701-223-8255

Customer Name:	BISMARCK PARK AND RECREATION	Transaction Date:	11/09/2020 02:25:34 PM
Customer ID:			
Order ID:	0A0A1E21:0175AF1D4EEA:5FCF:2A6CF657		
Invoice Number:	26950153		

Bill to:	BISMARCK PARK AND RECREATION 400 EAST FRONT AVE. BISMARCK, ND 58504 US	Payment Method:	Credit Card (Visa) ...6485
		Transaction Mode:	Credit
		Approve Code:	
		Transaction ID:	173048299
Ship to:	BISMARCK PARK AND RECREATION 400 EAST FRONT AVE. BISMARCK, ND 58504 US	Subtotal:	\$88.00
		Shipping:	\$0.00
		Tax:	\$0.00
		Total Amount:	\$88.00

I agree to pay the above amount according to the card-issuer agreement.

X _____
BISMARCK PARK AND RECREATION

Print	Close
-------	-------

**AUTO PARTS**

STORE

400007250
NAPA AUTO PARTS
1730 E MAIN AVENUE
PO BOX 1275
BISMARCK, ND 58501
(701) 223-2681

Time: 10:10 Date: 11/05/2020 Page: 1/1

Employee: 3 , JUSTIN

Sales Rep: 0 , Salesman

Accounting Day: 4

SOLD TO

10460
BISMARCK PARKS & RECREATION
605 W ARBOR AVE
BISMARCK, ND 58504

Anticipated Time:

Attention:

Tax Exemption:

PO#: .

Terms: NET 10TH

Part Number	Line	Description	Quantity	Price	Net	Total
813-5459	BK	BRAKELINE	1.00	8.16	4.9900	4.99
SW050	NCB	SPRAY-A-WAY GLASS	2.00	9.18	2.9900	5.98
SF-16	SF	SEA FOAM MOTOR TUNE-UP	1.00	15.98	6.9900	6.99
PREMWASH	WWS	PREMWASH	2.00	6.60	3.9900	7.98

Customer Signature

ALL GOODS RETURNED MUST BE ACCOMPANIED BY THIS INVOICE

I agree to pay total amount
according to card issuer agreement.

NO RETURN ON ELECTRICAL
OR INSTALLED PARTS...
CUSTOMER COPY

Subtotal 25.94
TAXABLE 65 7.0000% 0.00

Visa **Total** 25.94
6485 049147 25.94
ROBINSON/DAVID

Y

OCR

Y

280836

Invoice Number

4000072502808366



PURCHASE ORDER
BISMARCK PARKS AND RECREATION DISTRICT
 400 East Front Avenue • Bismarck, ND 58504
 Phone: (701) 222-6455 • Fax (701) 221-6838

No. 83492

ND Tax Exempt Number: E-4674
 Federal ID Number: 45-0409352

Name Running

Vendor 785

Address _____

Date _____

Notes (9) Kayaks & Paddle boards

Acct #	Project Number	Cost
01.12.000.563200 531700		
Kayaks & Paddle board		2749.39
Acct #		
Description		
Acct #		
Description		
Acct #		
Description		
Acct #		
Description		
Acct #		
Description		
Acct #		
Description		
Acct #		
Description		
Acct #		
Description		

Employee's Signature [Signature]

Manager's Signature [Signature] DM

Total 2749.39

Approved By [Signature]

ORIGINAL



Charge
016 - Bismarck

PROD ID	QTY	UM	PRICE	TOTAL
KAYAK LIFETIME PAYETTE 116" ANGLER				
80600598	4	EA	279.990	
Price Correction			259.90	1039.60 n
KAYAK RIOT EDGE 13 SKEG ROTOMOLDED				
80610122	2	EA	349.920	699.84 n
PELICAN SUP BAJA 100 PADDLE BOARD				
4220640	1	EA	229.930	229.93 n
PELICAN FAZER 100				
4221236	3	EA	259.990	779.97 n
SUBTOTAL				2749.34
Tax				0.00
TOTAL				2749.34
Charge Account				2749.34

Runnings
701 S. Washington
Bismarck, ND 58504

I certify that I am authorized to charge on this account. I also agree to pay according to the charge-account agreement.

X: _____
*ALL NEED A PO

12/02/20 10:24:06 016 65460109016
1610111 BISMARCK PARKS & RECREATION
400 E FRONT AVE
BISMARCK, ND 58504-0000 USA
ATB: *ALL NEED A PO
GOV: 1610111
PO NUMBER: McDowell Dam
INVOICE #: 5630862 WSID: RSIWS1949
58F7DEB0-520C-4866-AAFE-162EF49C7ADD
0928SV 4.0.20.211 TILL ID: 03

Charge

016 - Bismarck
Copy 1 of 2

CAPITAL ELECTRIC COOPERATIVE

<u>Acct. No.</u>	<u>Location</u>	<u>Amount</u>
327635	Fish Cleaning	60.20
3678301	2000 Shiloh Dr	42.01
3678302	2000 Shiloh Dr Scheels Bstr Pump	45.00
3678303	2000 Shiloh Dr Concessions	41.00
3678304	101 Nina Lane	30.50
3678305	5807 Sonora Way	30.50
3678306	4800 Durango Dr Shelter	27.98
3678307	4000 Valley Dr	376.68
3678308	3620 Cogburn Rd	25.00
868000	Pioneer Park	153.81
868001	McDowell House	183.90
868002	McDowell Rec Area	155.20
868004	Sibley Pk Ent	262.42
868006	Sib Comfort St	30.50
868009	East Shelter - Sibley	33.80
868010	West Shelter - Sibley	33.80
868013	Sib Campsite	75.00
868014	Sib Campsite	75.00
868015	Sib Campsite	75.00
868016	Sib Campsite	30.50
868018	Otlts/#1 Stat - Sibley	36.00
868020	Fore Seasons	1,895.54
868021	Pebble Crk Golf Course Irrig	63.60
868022	Pebble Creek Golf Course	36.84
868023	2025 E Cent Maint Shack	110.00
868025	Sib Comfort St	85.50
868026	Otlts/Old Pump - Sibley	75.00
868027	5001 S Washington St-Sibley	36.00
868029	1951 NE 93rd St-McDowell	25.00
827100	FO Eagles	34.00
868030	Igoe Park	25.00
		<u><u>\$ 4,210.28</u></u>

CAPITAL ELECTRIC COOPERATIVE

Vendor 175

Billing date: 12/04/2020	01.12.000.540130	364.10
	01.15.000.540130	848.52
	01.05.120.540130	2,105.98
	01.04.000.540130	891.68
TOTAL		<u><u>\$ 4,210.28</u></u>

Finance Director



4111 State Street
PO Box 730
Bismarck, ND 58503
Office: (701) 223-1513
Payments: (877) 853-5928
www.capitalelec.com

Statement Date
Account Number
Due Date

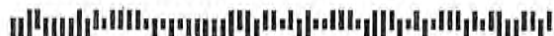
12/04/2020
868001
12/21/2020

Billing Summary

Previous Balance	\$193.98
Payment(s) Received	<i>Thank You!</i> \$-193.98
Balance Forward	\$0.00
Charges	\$183.90
Amount Due	\$183.90

12058 1 AV 0.389
BIS CITY PARK DISTRICT
PARK & REC
400 E FRONT AVE
BISMARCK ND 58504-5641

5 12058
C-27



Page 1 of 2

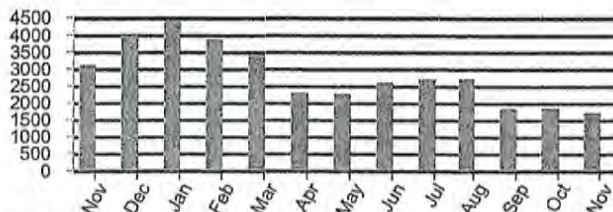
Message(s) Our office will be closed Christmas Eve and Christmas Day. Happy Holidays from Capital Electric Cooperative!

Service Address: SEC 27SW MCDOWELL HOUSE

Meter #	Rate Description	From	To	Days	Previous	Present	Mult.	kWh
86861804	RURAL SMALL COMM UNDER 10KW	11/01/2020	12/01/2020	30	14887	16618	1	1731

Detail of Charges

Monthly Base Charge		\$25.00
Usage Charge	1500 kWh @ \$0.093	\$139.50
	231 kWh @ \$0.084	\$19.40
Current Charges		\$183.90



PERIOD ENDING **NOV 2019** **NOV 2020**

Avg Daily Temp	29	35
Avg Daily kWh	104	58

RETURN BOTTOM PORTION WITH YOUR PAYMENT. PLEASE DO NOT FOLD, STAPLE, TAPE, OR PAPERCLIP.

Capital Electric Cooperative is an equal opportunity provider and employer.

BIS CITY PARK DISTRICT
PARK & REC
400 E FRONT AVE
BISMARCK ND 58504-5641
PRIMARY: (701) 222-6455

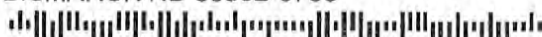
SECONDARY:

Account Number 868001
Due Date 12/21/2020
Amount Due \$183.90

See reverse side for payment options

Please notify us of any changes to your account information below:

CAPITAL ELECTRIC COOPERATIVE, INC.
PO BOX 730
BISMARCK ND 58502-0730



360350000868001000018390000018666120420204



4111 State Street
PO Box 730
Bismarck, ND 58503
Office: (701) 223-1513
Payments: (877) 853-5928
www.capitalelec.com

Statement Date
Account Number
Due Date

12/04/2020
868002
12/21/2020

Billing Summary

Previous Balance	\$147.76
Payment(s) Received	<i>Thank You!</i> \$-147.76
Balance Forward	\$0.00
Charges	\$155.20
Amount Due	\$155.20

12059 1 AV 0.389
BIS CITY PARK DISTRICT
PARK & REC
400 E FRONT AVE
BISMARCK ND 58504-5641

5 12059
C-27



Page 1 of 2

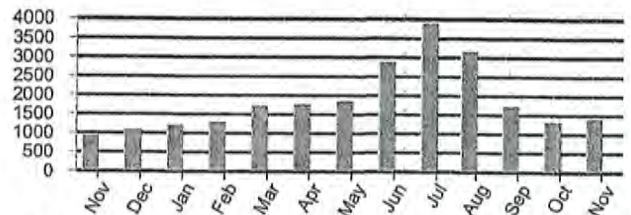
Message(s) Our office will be closed Christmas Eve and Christmas Day. Happy Holidays from Capital Electric Cooperative!

Service Address: SEC 27 MCDOWELL REC AREA

Meter #	Rate Description	From	To	Days	Previous	Present	Mult.	kWh
78904864	RURAL SMALL COMM UNDER 10KW	11/01/2020	12/01/2020	30	669	704	40	1400

Detail of Charges

Monthly Base Charge	\$25.00
Usage Charge	1400 kWh @ \$0.093 \$130.20
Current Charges	\$155.20



PERIOD ENDING	NOV 2019	NOV 2020
Avg Daily Temp	29	35
Avg Daily kWh	31	47

RETURN BOTTOM PORTION WITH YOUR PAYMENT. PLEASE DO NOT FOLD, STAPLE, TAPE, OR PAPERCLIP.

Capital Electric Cooperative is an equal opportunity provider and employer.

BIS CITY PARK DISTRICT
PARK & REC
400 E FRONT AVE
BISMARCK ND 58504-5641
PRIMARY: (701) 222-6455

SECONDARY:

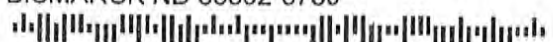
Account Number
Due Date
Amount Due

868002
12/21/2020
\$155.20

See reverse side for payment options

Please notify us of any changes to your account information below:

CAPITAL ELECTRIC COOPERATIVE, INC.
PO BOX 730
BISMARCK ND 58502-0730



360350000868002000015520000015753120420205



4111 State Street
PO Box 730
Bismarck, ND 58503
Office: (701) 223-1513
Payments: (877) 853-5928
www.capitalelec.com

Statement Date
Account Number
Due Date

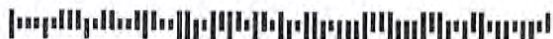
12/04/2020
868029
12/21/2020

Billing Summary

Previous Balance	\$25.00
Payment(s) Received	<i>Thank You!</i> \$-25.00
Balance Forward	\$0.00
Charges	\$25.00
Amount Due	\$25.00

12075 1 AV 0.389
BIS CITY PARK DISTRICT
PARK & REC
400 E FRONT AVE
BISMARCK ND 58504-5641

5 12075
C-27



Page 1 of 2

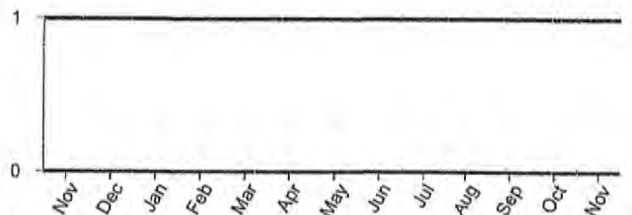
Message(s) Our office will be closed Christmas Eve and Christmas Day. Happy Holidays from Capital Electric Cooperative!

Service Address: 1951 NE 93RD ST

Meter #	Rate Description	From	To	Days	Previous	Present	Mult.	kWh
68821700	RURAL SMALL COMM UNDER 10KW	11/01/2020	12/01/2020	30	5570	5570	1	0

Detail of Charges

Monthly Base Charge	\$25.00
Current Charges	\$25.00



PERIOD ENDING	NOV 2019	NOV 2020
Avg Daily Temp	29	35
Avg Daily kWh	0	0

RETURN BOTTOM PORTION WITH YOUR PAYMENT. PLEASE DO NOT FOLD, STAPLE, TAPE, OR PAPERCLIP.

Capital Electric Cooperative is an equal opportunity provider and employer.

BIS CITY PARK DISTRICT
PARK & REC
400 E FRONT AVE
BISMARCK ND 58504-5641
PRIMARY: (701) 222-6455

SECONDARY:

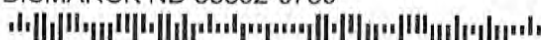
Account Number
Due Date
Amount Due

868029
12/21/2020
\$25.00

See reverse side for payment options

Please notify us of any changes to your account information below:

CAPITAL ELECTRIC COOPERATIVE, INC.
PO BOX 730
BISMARCK ND 58502-0730



36035000086802900000025000000002538120420205



200 EAST BROADWAY
PO BOX 230
STEELE, ND 58482
1.888.475.2361

BILL AT A GLANCE 11/01/2020
BISMARCK PARKS & REC

BALANCE FROM LAST BILLING		166.62
Payments Received	10-02	166.62CR
Previous Balance Due		.00

SUMMARY BY SERVICE TYPE

BUS BASIC	64.00
TELEPHONE SERVICES	2.06
MANDATED FEES	4.06
INTERNET SERVICES	96.50
INTERNET SERVICES	.00

CURRENT BILLING AMOUNT 166.62

Credit Card Payment -- Do Not Pay 166.62

BEK CONNECT

UNIFIED BUSINESS COMMUNICATIONS

- VOICE
- VIDEO
- CHAT
- SHARE



701.255.2032 | bek.coop

Please return lower portion with your payment...retain upper portion for your records.
Please do not attach payment to the stub.



200 EAST BROADWAY
PO BOX 230
STEELE, ND 58482
1.888.475.2361

Telephone No.: (701)223-7016

ACCOUNT NO: 1205800

Previous Bill	Payment/Adj	Current Billing	Total Due
\$166.62	\$166.62CR	\$166.62	\$166.62

MESSAGE CENTER

Billing Inquiries Call: 1(888)475-2361

Payments received after 10-31 have not been applied to this statement.

To pay by credit card using BEK's Pay-by-Phone System, please call 1-844-252-5273 toll-free. Have your credit card and BEK account number ready.

The CURRENT AMOUNT of your BEK payment is due by the 20th day of each month. If you have an unpaid balance, it will be applied to your next statement plus a \$30 late fee. PAST DUE accounts are subject to disconnection on NOVEMBER 18, 2020 unless payment or arrangements have been made prior. If your services are disconnected for nonpayment, you will be required to pay all past due balances including reconnect charges.

Payment of this invoice constitutes acceptance of the Terms and Conditions of BEK Communications services. These Terms and Conditions should be reviewed periodically as they will change from time to time and can be found at www.bek.coop or by request at 1-888-475-2361.

All BEK offices will be closed Wednesday, November 11, in observance of Veterans Day and Thursday, November 26, in observance of Thanksgiving.

BEK Sports Network The broadcast schedule is available online at www.beksports.com. Select "Where to Watch" to display the channel assignment in your area.

☐ Check for Address Change

Payment Due	Total Due
Invoiced	\$166.62
Enter Amount Paid	
Credit Card	

11/01/2020 000000

BISMARCK PARKS & REC
ACCOUNT NO: 1205800
Telephone No.: (701)223-7016

BEK COMMUNICATIONS COOPERATIVE
200 EAST BROADWAY
PO BOX 230
STEELE ND 58482-0230



5431 1 AV 0.389
BISMARCK PARKS & REC
MCDOWELL DAM
400 E FRONT AVE
BISMARCK ND 58504-5641

5 5431
C-20



3652900000120580070122370160000166625



200 EAST BROADWAY
PO BOX 230
STEELE, ND 58482
1.888.475.2361

BISMARCK PARKS & REC
ACCOUNT NO.: 1205800
Telephone No.: (701)223-7016
BILL DATE: 11/01/2020
Page: 3 of 5

MONTHLY USAGE FOR Telephone No.: (701)223-7016

Description	DATE	Quantity	Amount
SUMMARY FOR: McDowell Dam			
Previous Balance Due			.00
BUS BASIC	11/01-11/30		32.00
CALLER ID			
BUSINESS LINE			
BUS BASIC SUBTOTAL	11/01-11/30		32.00
MANDATED FEES		1 @ 2.00	2.00
TELECOMMUNICATIONS RELAY SERVICE FUND		1 @ 0.03	.03
MANDATED FEES SUBTOTAL			2.03
SUB-TOTAL			34.03
CURRENT BILLING AMOUNT			34.03
Credit Card Payment - Do Not Pay			
The carrier you have chosen for your long distance (InterLATA) calls is BEK LD.			
The carrier you have chosen for your long distance (IntraLATA) calls is BEK LD.			

SERVICE ADDRESS: 1951 93 ST NE BURLEIGH CO



200 EAST BROADWAY
PO BOX 230
STEELE, ND 58482
1.888.475.2361

BISMARCK PARKS & REC
ACCOUNT NO.: 1205800
Telephone No.: (701)223-7016
BILL DATE: 11/01/2020
Page: 4 of 5

MONTHLY USAGE FOR Telephone No.: (701)255-7385

Description	DATE	Quantity	Amount
SUMMARY FOR: McDowell Dam-Concession/Shop			
Previous Balance Due			.00
BUS BASIC	11/01-11/30		32.00
CALLER ID			
BUSINESS LINE			
BUS BASIC SUBTOTAL	11/01-11/30		32.00
TELEPHONE SERVICES		1 @ 2.00	2.00
ON PREMISE EXTENSION			.06
FEDERAL TAX			2.06
TELEPHONE SERVICES SUBTOTAL	11/01-11/30		2.00
MANDATED FEES		1 @ 2.00	2.00
E911 FEE-BURLEIGH CO		1 @ 0.03	.03
TELECOMMUNICATIONS RELAY SERVICE FUND			36.09
MANDATED FEES SUBTOTAL			2.03
SUB-TOTAL			36.09
CURRENT BILLING AMOUNT			36.09
Credit Card Payment - Do Not Pay			
The carrier you have chosen for your long distance (InterLATA) calls is BEK LD.			
The carrier you have chosen for your long distance (IntraLATA) calls is BEK LD.			

SERVICE ADDRESS: 1951 93 ST NE BURLEIGH CO

I3 VERTICALS

1500 MEDICAL CENTER
MURFREESBORO, TN 37129

YOUR CARD PROCESSING STATEMENT

11862 1 MB 0.436
011862/000001/922362/A3STMT1MDG001/11862/0000/074099 055 01 000000



KATHY FEIST
BISMARCK P&R MCDOWELL DAM
400 E FRONT AVE
BISMARCK ND 58504-5641

Page 1 of 8

THIS IS NOT A BILL

Statement Period	08/01/20 - 08/31/20
Merchant Number	5166 1880 0107880
Customer Service	1-855-786-5871



Page 5	Amount Submitted	\$2,482.00
Page 5	Third Party Transactions	0.00
Page 5	Adjustments/Chargebacks	0.00
Page 5	Fees Charged	-\$104.09
Total Amount Funded to Your Bank		\$2,377.91

See page 2 for Key Definition of Terms

(Amount Submitted - Third Party) + Adjustments + Chargebacks + Fees Charged = Amount Funded

IMPORTANT INFORMATION ABOUT YOUR ACCOUNT

!ATTENTION!

IN ORDER TO HELP YOU PROCESS SAFELY AND SECURELY, WE ARE WORKING WITH THE PCI COUNCIL TO HELP YOU MAINTAIN PCI COMPLIANCE, AS REQUIRED BY THE CARD ASSOCIATIONS. FAILURE TO MAINTAIN PCI COMPLIANCE WILL RESULT IN A MONTHLY NON-COMPLIANCE FEE UP TO 29.95 EFFECTIVE ON YOUR OCTOBER 2020 STATEMENT. TO BECOME PCI COMPLIANT, PLEASE VISIT WWW.PCIAPPLY.COM/I3V OR CALL 844-218-5392. ALL MERCHANTS ARE REQUIRED BY THE IRS TO MAINTAIN A VALID TAX FILING NAME (TFN) AND TAX IDENTIFICATION NUMBER (TIN) ON FILE. FAILURE TO MAINTAIN YOUR TIN INFORMATION WILL RESULT IN A TIN INVALID FEE UP TO 29.95 EFFECTIVE ON YOUR OCTOBER 2020 STATEMENT. IF YOU HAVE UPDATED OR CHANGED YOUR TIN/TFN, PLEASE CONTACT OUR CUSTOMER SERVICE DEPARTMENT AT 800-204-6431. IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT OUR CUSTOMER SERVICE DEPARTMENT AT 800-204-6431 MONDAY-FRIDAY 8:30 AM - 7:00 PM EST CONTINUING YOUR MERCHANT ACCOUNT WITH US OR USE OF YOUR MERCHANT ACCOUNT

INVOICE



The Science You Build On.

PLEASE REMIT TO

Braun Intertec Corporation
NW 7644 PO Box 1450
Minneapolis, MN 55485

Telephone	(952) 995-2000
Fax	(952) 995-2020
Tax I.D.	41-1684205

Tracie Day
Burleigh County Water Resource District
1720 Burnt Boat Dr Ste. 205
Bismarck, ND 58503

Date 12/31/2020
Invoice number B238713
Project ID B2010523
Customer account [14671](#)
Customer PO

Sibley Island Levee and Grade Raise

Preliminary Geotechnical Evaluation
Sibley Island Park
Bismarck, ND 58501

For Professional Services rendered through 12/25/2020

1 - Geotechnical Evaluation

1.1 - Drilling Services	\$909.45
1.2 - Geotechnical Soil Tests	\$720.00
1.3 - Evaluation/Analysis/Reporting	\$3,124.75

\$4,754.20

Total Fees \$4,754.20

Amount Previously Invoiced: \$3,043.00

Amount Invoiced to Date: \$7,797.20

Please pay from this invoice.

Terms: Due on receipt, 1 1/2% per month after 30 days, 18% annual percentage rate,
unless otherwise specified by written agreement.

	Qty/Hours	Rate	Amount
1 - Geotechnical Evaluation			
1.1 - Drilling Services			
Consulting Services Detail			
Staff Engineer, Hand Auger Boring	1.00	146.00	146.00
Staff Engineer, Site Restoration	2.50	146.00	365.00
CADD/Graphics Operator	0.80	110.00	88.00
Non-Salary Detail			
Subcontractor	2.00	145.23	290.45
GEO Trip Charge	1.00	20.00	20.00
Total 1.1 - Drilling Services			\$909.45
1.2 - Geotechnical Soil Tests			
Non-Salary Detail			
Moisture content (ASTM D 2216), per sample	16.00	21.00	336.00
Atterberg Limits: LL and PL (ASTM D 4318), per sample	2.00	114.00	228.00
Loss By Washing Through #200 Sieve (ASTM C 117), per sample	2.00	78.00	156.00
Total 1.2 - Geotechnical Soil Tests			\$720.00
1.3 - Evaluation/Analysis/Reporting			
Consulting Services Detail			
Staff Engineer	2.00	146.00	292.00
Project Engineer	11.25	177.00	1,991.25
Senior Engineer	3.50	198.00	693.00
Project Assistant	1.50	99.00	148.50
Total 1.3 - Evaluation/Analysis/Reporting			\$3,124.75
Total 1 - Geotechnical Evaluation			\$4,754.20
Total Project			\$4,754.20



Fronteer Payroll Services Inc
4007 State Street, Ste 20 P.O. Box 1315
Bismarck, ND 58502-

Date: December 31, 2020
Invoice #: 0000001583
Terms: Net

Burleigh Co. Water Resource District

Bismarck, ND

Total Due: \$1,950.00

Detach And Return With Payment

Fronteer Payroll Services Inc 4007 State Street, Ste 20 P.O. Box 1315, Bismarck, ND 58502-

Description	Amount	Total
December 2020 Admin Fees - per agreement	\$1,950.00	\$1,950.00
Total:		\$1,950.00

Thank you for your business!



Fronteer Payroll Services Inc
4007 State Street, Ste 20 P.O. Box 1315
Bismarck, ND 58502-

Date: July 15, 2020
Invoice #: 0000001367
Terms: Net

Burleigh Co. Water Resource District
1720 Burnt Boat Dr Ste 205
Bismarck, ND 58503-

Total Due: \$275.00

Detach And Return With Payment

Fronteer Payroll Services Inc 4007 State Street, Ste 20 P.O. Box 1315, Bismarck, ND 58502-

Description	Amount	Total
2nd Quarter 2020 Payroll Processing	\$125.00	\$125.00
2nd Quarter Report Preparation	\$150.00	\$150.00
Total:		\$275.00

Thank you for your business!

1720 Burnt Boat Drive, Suite 205 – Bismarck, ND 58503

Name:	Rodney Beck	Position:	Member
Claimants		Date	
Address:	1983 Billings Dr Bismarck ND	Rendered:	

I DO HEREBY CERTIFY THAT THE WITHIN BILL, CLAIM, ACCOUNT OR DEMAND IS JUST AND TRUE; THAT THE MONEY HEREIN CHARGED WAS ACTUALLY PAID FOR THE PURPOSE HEREIN STATED; THAT THE SERVICES HEREIN CHARGED WERE ACTUALLY RENDERED AND OF THE VALUE THEREIN CHARGED, AND THAT NO PART OF SUCH BILL, CLAIM, ACCOUNT, OR DEMAND HAS BEEN PAID, AND THAT THE GOODS HEREIN CHARGED WERE ACTUALLY DELIVERED AND WERE OF THE VALUE CHARGED.

 Recoverable Signature

Rick L Detwiler
Member/Sec
Signed by: 10e2f9b0-b438-4342-9fab-cb0e15b44559

Board Member

Firm or Company

1720 Burnt Boat Drive, Suite 205 – Bismarck, ND 58503

20

Board Member



BISMARCK DOWNTOWN
220 E ROSSER AVE RM 112
BISMARCK, ND 58501-9998
(800)275-8777

12/30/2020

04:06 PM

Product	Qty	Unit Price	Price
1-Yr Box			\$288.00
Box ZIP Code: 58502			
Box Number: 1255			
Box Size: Size 3 - 11 in x 5.5 in			
Rental Period: Annual			
Rental Start Date: 12/30/2020			
Next Renewal Date: 01/31/2022			
Key Fee			\$0.00
Keys Delivered: 2			
Key Deposit			\$0.00
Key Count: 2			
Key Number: 22472			
Add Service			\$0.00
Svc: Signature on File			
Total			\$288.00

Grand Total: \$288.00

Credit Card Remitted \$288.00
Card Name: VISA
Account #: XXXXXXXXXXXXX0024
Approval #: 334267
Transaction #: 164
AID: A0000000031010 Chip
AL: Visa Credit
PIN: Not Required

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or scan this code with your mobile device.



or call 1-800-410-7420.

P	Greg Larson	Position:	Manager/Chairman
Claimants Address:	2525 Larson Rd., Bismarck, ND 58504		4th Qtr. 2020

I DO HEREBY CERTIFY THAT THE WITHIN BILL, CLAIM, ACCOUNT OR DEMAND IS JUST AND TRUE; THAT THE MONEY HEREIN CHARGED WAS ACTUALLY PAID FOR THE PURPOSE HEREIN STATED; THAT THE SERVICES HEREIN CHARGED WERE ACTUALLY RENDERED AND OF THE VALUE THEREIN CHARGED, AND THAT NO PART OF SUCH BILL, CLAIM, ACCOUNT, OR DEMAND HAS BEEN PAID, AND THAT THE GOODS HEREIN CHARGED WERE ACTUALLY DELIVERED AND WERE OF THE VALUE CHARGED.

I CERTIFY THAT THE ABOVE CLAIM IS CORRECT AND THAT THE GOODS WERE RECEIVED OR SERVICES PERFORMED.

Sign Here	Title
Firm or Company	

1720 Burnt Boat Drive, Suite 205 – Bismarck, ND 58503

Item	Date	Materials Provided or Services Rendered				Hours	Mileage	Misc	Per Diem	Total
1	10/13/20	Meeting on McDowell Dam and Grant Application				1				\$45
2	10/14/20	BCWRD October Monthly Board Meeting				3				\$135
3	10/27/20	McDowell Dam OHF Grant Presentation				2				\$90
4	11/11/20	Review of Fox Island Bond Documents				2				\$90
5	11/18/20	BCWRD November Monthly Board Meeting				3				\$135
6	11/19/20	Final Review of Fox Island Project Bond Documents				1				\$45
7	12/2/20	Misc. work on Fox Island Project, Permits, Bonds, Emails				2				\$90
8	12/4/20	ND Water Conference – Misc. Sessions and Drain Permits				2				\$90
9	12/9/20	ND Water Conference – Session on Water Management				2				\$90
10	12/16/20	BCWRD December Monthly Board Meeting				3				\$135
						Total Hours 21	Total Miles	Total Misc		
						\$945				\$945

Sign Here 

P.O. Box 1255, Bismarck, ND 58502

Item	Date	Materials Provided or Services Rendered				Hours	Mileage	Misc	Per Diem	Total
1	10/14/2020	Burleigh WRD Meeting				3				135
2	10/23/2020	ND WRD Legislative Meeting				1.5				67.5
3	10/27/2020	UMWA Board Meeting				1.5				67.5
4	11/18/2020	Burleigh WRD Meeting				3				135
5	12/4/2020	ND Water Users				3				135
6	12/9/2020	ND Water Users				3				135
7	12/10/2020	ND Water Users				3				135
8	12/16/2020	Burleigh WRD Meeting				3				135
9	12/30/2020	ND WRD Legislative Meeting				1.5				67.5
10	12/31/2020	ND WRD Legislative Meeting				2				90
11										
12										
13										
14										
15										
16										
17										
18										
19										
20										
						Total Hours	Total Miles	Total Misc	Total Per Diem	
						24.5	0	0	0	
						\$ 1,102.50	\$ -	\$ -	\$ -	\$ 1,102.50

I CERTIFY THAT THE ABOVE CLAIM IS CORRECT AND THAT THE GOODS WERE RECEIVED OR SERVICES PERFORMED.

Amir Papp

Firm or Company