



**Horace Park Board Meeting
Wednesday, May 27, 2026 – 5:30 P.M.
Horace Meeting House – 7951 Jack’s Way #116**

Meeting Items

1. **Call to Order**
2. **Approve Order of Agenda**
3. **Approve Minutes – April 27, 2026** (2 – 4)

Consent Agenda

1. **Bills – \$12,019.92** (5 – 7)
2. **Financial Report** (8 – 14)

Regular Agenda

1. **Recognition of Audience / Public Comment**
2. **Recreation Update** – Lance Belisle
3. **Freed Field Storage Shed Signage** – Paige Shockman (15 – 16)
4. **Southdale Farms Ballfield Update** – Jim Dahlman (17 – 19)
5. **Independence Park Improvements Change Order No. 2** – Eric Larson (20 – 30)
6. **Independence Park Playground Evaluation** – Eric Larson (31)
7. **Engineering Report** – Jim Dahlman
8. **Board Member Reports**
9. **Non-Agenda**
10. **Adjourn**



The Horace Park Board met at 5:30 p.m. on Monday, April 27, 2026 at Horace Meeting House. President Frank called the meeting to order. Present were Jason Olsen, Shannon Kist, Paige Shockman, and Wade Frank. Not present was Alex Kjelland.

Meeting Items

Motion: Approve the Order of the Agenda.

1st Motion: Commissioner Olsen

2nd Motion: Commissioner Kist

Action Taken: Motion carried. No opposition.

Motion: Approve March 23, 2026 Minutes.

1st Motion: Commissioner Kist

2nd Motion: Commissioner Shockman

Action Taken: Motion carried. No opposition.

Consent Agenda

Motion: Approve Bills (\$92,758.34) and Financial Report.

1st Motion: Commissioner Shockman

2nd Motion: Commissioner Kist

Action Taken: Motion carried. No opposition.

Recognition of Audience / Public Comment

No public comment.

Financial Audit Review

Jonathan Worrall (Widmer Roel) reviewed the financial audit from 2025.

Motion: File the 2025 financial audit.

1st Motion: Commissioner Shockman

2nd Motion: Commissioner Olsen

Action Taken: Motion carried. No opposition.

Freed Park Field Schedule Update

Horace High School requested additional practice time at Freed Park for their C baseball team. West Fargo Area Youth Fastpitch Softball does not need Freed Park until May 18. Practice would be 2-3 times per week Monday – Friday.



Motion: Approve Horace High School additional field request for Freed Park.

1st Motion: Commissioner Olsen

2nd Motion: Commissioner Kist

Action Taken: Motion carried. No opposition.

Lions Park Improvement Request

Derek Werner (Horace Baseball Association) requested new bases, outfield field improvements, and spraying of mosquitoes for Lions Park. Park Foreman Micah Frasse will get the outfield aerated.

Motion: Approve reimbursement to the Horace Baseball Association for the cost of new bases, contingent upon a Horace Park employee approving the installation prior to use for play.

1st Motion: Commissioner Olsen

2nd Motion: Commissioner Kist

Action Taken: Motion carried. No opposition.

Southdale Farms Ballfield Update

Park Engineer Dahlman discussed field options and layouts. Clerk Germundson requested input from the Horace Baseball Association and the West Fargo Area Youth Fastpitch Association regarding the option of four practice fields versus two game fields. Both organizations indicated a preference for two game fields. Clerk Germundson said the initial budget is \$300,000.

Motion: Prepare bid for two game fields with fences, backstops, dugouts, and parking lot with batting cage as an alternate.

1st Motion: Commissioner Olsen

2nd Motion: Commissioner Shockman

Action Taken: Motion carried. No opposition.

Development Updates

Jack Dwyer gave an update on the following developments: Lakeview (est. 2028), Sparks (est. follow city hall), Energy Park (est. 2027), and Lost River West (est. 2028). A minor park parcel modification is recommended for Lakeview Park. A future replat will be required.

Independence Park Improvements Change Order No. 1

Eric Larson (Interstate Engineering) reviewed value engineering options. Change Order No. 1 decreases the contract amount by \$54,442 and extends the final completion date to November 21, 2026.

Motion: Approve Change Order No. 1 for Independence Park Improvements.

1st Motion: Commissioner Kist

2nd Motion: Commissioner Shockman

Action Taken: Motion carried. No opposition.



Engineering Report

Park Engineer Dahlman discussed the Independence Park playground request for proposals. Due to budget constraints, Clerk Germundson recommended a playground allowance of \$250,000.

Motion: Solicit proposals for Independence Park playground with a \$250,000 playground allowance.

1st Motion: Commissioner Shockman

2nd Motion: Commissioner Kist

Action Taken: Motion carried. No opposition.

Board Member Reports

Commissioner Shockman recommended a future conflict of interest policy.

Non-Agenda Items

Nothing to report.

Meeting adjourned 6:52 p.m.

President Wade Frank

Clerk Justin Germundson

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
776		1 Cass County Electric	729.71						
	83279	05/05/26 freed	325.00			4030 451200	351		101000
	1085070	05/05/26 lions	30.00			4030 451200	351		101000
	1172715	05/05/26 meadowlark	374.71			4030 451200	351		101000
		Total for Vendor:	729.71						
777		22 City of Horace	272.16						
	11096-00	05/01/26 service; freed	111.60			4030 451200	351		101000
	11052-00	05/01/26 service; freed	85.06			4030 451200	351		101000
	44227-00	05/01/26 service; meadowlark	75.50			4030 451200	351		101000
		Total for Vendor:	272.16						
778		16 Insure Forward	4,877.00						
	501752	03/06/26 auto renew	389.00			4030 451000	321		101000
	501751	03/06/26 gl renew	4,115.00			4030 451000	321		101000
	501753	03/06/26 im renew	373.00			4030 451000	321		101000
		Total for Vendor:	4,877.00						
779		53 Jiffy Jon's	292.00						
	79232	04/30/26 lions, terra	292.00			4030 451200	494		101000
		Total for Vendor:	292.00						
783		75 Park & Play USA	1,250.00						
	601954	05/04/26 batting cage repair	1,250.00			4030 451200	427		101000
		Total for Vendor:	1,250.00						
782		120 Paul Hankel	1,750.00						
		social media management	1,750.00			4030 451000	109		101000
		Total for Vendor:	1,750.00						
781		39 PFM Financial Advisors	1,500.00						
	141807	04/23/26 annual report 2025	1,500.00			4030 451000	369		101000
		Total for Vendor:	1,500.00						

05/19/26
10:05:21

HORACE PARKS
Claim Approval List
For the Accounting Period: 5/26

Page: 2 of 3
Report ID: AP100V

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
780		96 Valley Landscaping	1,194.00						
	26-2021	05/01/26 aeration; lions	1,194.00			4030 451200	494		101000
		Total for Vendor:	1,194.00						
775		64 Xcel Energy	155.05						
	976368203	05/04/26 8873 lost river n; gas	69.41			4030 451200	351		101000
	976354653	05/04/26 8873 lost river s; gas	85.64			4030 451200	351		101000
		Total for Vendor:	155.05						
		# of Claims	9	Total:	12,019.92	# of Vendors	9		

Fund/Account	Amount
4030 GENERAL FUND	
101000 Cash Account	12,019.92
Total:	12,019.92

Income Statement - Comparison to Prior Year
For the Accounting Period: 4 / 26

4030 GENERAL FUND

Account Object	Description	Current Year				Last Year	
		Current Month	Current YTD	Budget	Variance	Prior Year Month	Prior Year YTD
Revenue							
310001	Property Taxes	9,973.62	188,789.94	308,851.00	-120,061.06	24,039.20	234,996.46
335600	State Aid	4,464.15	20,455.70	55,000.00	-34,544.30	3,990.41	18,941.09
340001	Recreation Programs	4,878.22	11,827.42	20,000.00	-8,172.58	3,870.27	11,570.44
340005	Field Fees			5,000.00	-5,000.00		
340010	Miscellaneous		1,088.37	1,000.00	88.37	675.00	1,763.00
	Total	19,315.99	222,161.43	389,851.00	-167,689.57	32,574.88	267,270.99
Expenses							
451000	ADMINISTRATION						
109	Staff Wages	1,750.00	4,500.00	7,000.00	2,500.00		
111	Board Wages		2,500.00	10,000.00	7,500.00		2,500.00
112	Clerk Wages	1,459.06	5,363.32	14,000.00	8,636.68	1,096.81	4,937.18
210	Technology		9,400.73	13,000.00	3,599.27		8,403.68
220	Payroll Taxes	218.11	1,092.14	9,000.00	7,907.86	202.09	940.58
321	Insurance	290.00	562.09	12,000.00	11,437.91		232.45
369	Audit	13,003.64	13,003.64	15,000.00	1,996.36	225.50	225.50
380	Miscellaneous	15.00	311.15	5,000.00	4,688.85	647.00	2,090.00
890	Transfer Out			20,000.00	20,000.00		
	Total Account	16,735.81	36,733.07	105,000.00	68,266.93	2,171.40	19,329.39
451200	PARK						
109	Staff Wages	1,392.00	6,413.00	50,000.00	43,587.00	1,545.00	4,657.50
351	Utilities	1,474.06	7,208.08	30,000.00	22,791.92	1,191.97	6,309.73
420	Operations	1,049.47	3,439.99	15,000.00	11,560.01		156.07
424	Gas / Oil	120.33	259.88	4,000.00	3,740.12		66.03
427	Repairs		3,594.42	8,000.00	4,405.58		810.00
494	Bldgs / Grounds	129.71	723.57	29,000.00	28,276.43	136.04	1,718.07
495	Herbicide			15,000.00	15,000.00		
641	Equipment		22,817.60	25,000.00	2,182.40		
	Total Account	4,165.57	44,456.54	176,000.00	131,543.46	2,873.01	13,717.40
451400	RECREATION						
109	Staff Wages			72,000.00	72,000.00		
500	Supplies	247.79	3,621.02	18,000.00	14,378.98	2,196.78	5,602.76
505	Special Events	386.29	798.29	18,000.00	17,201.71	1,289.98	2,544.83
	Total Account	634.08	4,419.31	108,000.00	103,580.69	3,486.76	8,147.59
	Total	21,535.46	85,608.92	389,000.00	303,391.08	8,531.17	41,194.38
	Net Income from Operations	-2,219.47	136,552.51			24,043.71	226,076.61

Income Statement - Comparison to Prior Year
For the Accounting Period: 4 / 26

4050 SPECIAL ASSESSMENTS

Account Object	Description	----- Current Year -----				----- Last Year -----	
		Current Month	Current YTD	Budget	Variance	Prior Year Month	Prior Year YTD
Revenue							
310001	Property Taxes		183,599.50	237,637.00	-54,037.50		97,373.61
	Total	0.00	183,599.50	237,637.00	-54,037.50	0.00	97,373.61
Expenses							
470000	INTERGOVERNMENTAL						
630	Special Assessments		247,026.50	235,000.00	-12,026.50		132,408.21
	Total Account		247,026.50	235,000.00	-12,026.50		132,408.21
	Total	0.00	247,026.50	235,000.00	-12,026.50	0.00	132,408.21
	Net Income from Operations		-63,427.00				-35,034.60
	Net Income	0.00	-63,427.00			0.00	-35,034.60

Income Statement - Comparison to Prior Year
For the Accounting Period: 4 / 26

4051 SPECIALS; REFI 26

Account Object	Description	----- Current Year -----				----- Last Year -----	
		Current Month	Current YTD	Budget	Variance	Prior Year Month	Prior Year YTD
Expenses							
451000	ADMINISTRATION						
631	Improvements	30,013.50	51,826.50		-51,826.50		
	Total Account	30,013.50	51,826.50		-51,826.50		
470000	INTERGOVERNMENTAL						
630	Special Assessments		3,962,063.67		-3,962,063.67		
	Total Account		3,962,063.67		-3,962,063.67		
490000	Debt Service						
710	Principal		100,000.00		-100,000.00		
720	Interest		29,997.51		-29,997.51		
	Total Account		129,997.51		-129,997.51		
	Total	30,013.50	4,143,887.68	0.00	-4,143,887.68	0.00	0.00
	Net Income from Operations	-30,013.50	-4,143,887.68				
Other Revenue							
391000	Bond Proceeds		3,881,030.69		3,881,030.69		
	Total Other	0.00	3,881,030.69	0.00	3,881,030.69	0.00	0.00
	Net Income	-30,013.50	-262,856.99			0.00	0.00

Income Statement - Comparison to Prior Year
For the Accounting Period: 4 / 26

4060 RECREATION FUND

Account Object	Description	----- Current Year -----				----- Last Year -----	
		Current Month	Current YTD	Budget	Variance	Prior Year Month	Prior Year YTD
Revenue							
310001	Property Taxes	8,893.98	168,410.53	251,280.00	-82,869.47	18,310.55	180,252.62
	Total	8,893.98	168,410.53	251,280.00	-82,869.47	18,310.55	180,252.62
Expenses							
451000	ADMINISTRATION						
631	Improvements		80,000.00	251,000.00	171,000.00		28,215.96
	Total Account		80,000.00	251,000.00	171,000.00		28,215.96
	Total	0.00	80,000.00	251,000.00	171,000.00	0.00	28,215.96
	Net Income from Operations	8,893.98	88,410.53			18,310.55	152,036.66
	Net Income	8,893.98	88,410.53			18,310.55	152,036.66

HORACE PARKS
Cash Report
For the Accounting Period: 4/26

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
4030 GENERAL FUND						
101000 Cash Account	140,524.51	19,511.77	0.00	1,758.08	19,973.16	138,305.04
4050 SPECIAL ASSESSMENTS						
101000 Cash Account	-62,906.25	0.00	0.00	0.00	0.00	-62,906.25
4051 SPECIALS; REFI 26						
101000 Cash Account	-232,843.49	0.00	0.00	0.00	30,013.50	-262,856.99
4060 RECREATION FUND						
101000 Cash Account	88,352.75	8,893.98	0.00	0.00	0.00	97,246.73
5000 SOUTHDALE FARMS						
101000 Cash Account	-62,943.06	0.00	0.00	0.00	0.00	-62,943.06
5011 MEADOWLARK PARK DS						
101000 Cash Account	118,070.34	0.00	0.00	0.00	0.00	118,070.34
5021 TERRA GARDENS DS						
101000 Cash Account	108,908.72	0.00	0.00	0.00	0.00	108,908.72
5030 CUB CREEK PARK						
101000 Cash Account	65,450.00	0.00	0.00	0.00	0.00	65,450.00
5040 FREED PARK DS						
101000 Cash Account	154,695.32	0.00	0.00	0.00	45,840.85	108,854.47
5041 FREED PARK C						
101000 Cash Account	159,216.99	0.00	0.00	0.00	0.00	159,216.99
5050 INDEP PARK DS						
101000 Cash Account	58,321.09	18,431.15	0.00	0.00	0.00	76,752.24
5051 INDEP PARK C						
101000 Cash Account	-93,245.95	0.00	0.00	0.00	0.00	-93,245.95
7910 Payroll Clearing						
101000 Cash Account	944.44	0.00	3,069.17	3,099.04	0.00	914.57
7930 Claims Clearing						
101000 Cash Account	546,422.82	0.00	92,758.34	639,137.66	0.00	43.50
8000 CAPITAL IMPROVEMENTS						
101000 Cash Account	692,647.41	3,688.26	0.00	0.00	0.00	696,335.67
9000 GENERAL FUND RESERVES						
101000 Cash Account	200,000.00	0.00	0.00	0.00	0.00	200,000.00
Totals	1,881,615.64	50,525.16	95,827.51	643,994.78	95,827.51	1,288,146.02

*** Transfers In and Transfers Out columns should match, with the following exceptions:

- 1) Cancelled electronic checks increase the Transfers In column. Disbursed column will be overstated by the same amount and will not balance to the Redeemed Checks List.
- 2) Payroll Journal Vouchers including local deductions with receipt accounting will reduce the Transfers Out column by the total amount of these checks.

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
2750	S	118 Bank of North Dakota	45840.85	04/20/26	4/26	CL 772	45840.85
2751	S	1 Cass County Electric	971.29	04/20/26	4/26	CL 768	971.29
2752	S	22 City of Horace	268.44	04/20/26	4/26	CL 769	268.44
2753	S	16 Insure Forward	290.00	04/20/26	4/26	CL 771	290.00
2754	S	77 Paige Shockman	386.29	04/20/26	4/26	CL 766	386.29
2755	S	120 Paul Hankel	1750.00	04/20/26	4/26	CL 774	1750.00
2756	S	39 PFM Financial Advisors	30013.50	04/20/26	4/26	CL 773	30013.50
2757	S	113 Widmer Roel	13003.64	04/20/26	4/26	CL 770	13003.64
2758	S	64 Xcel Energy	234.33	04/20/26	4/26	CL 767	234.33
Total for Claim Checks			92758.34				
Count for Claim Checks			9				

* denotes missing check number(s)

of Checks: 9 Total: 92758.34

HORACE PARKS
Fund Summary for Claim Check Register
For the Accounting Period: 4/26

Fund/Account	Amount
4030 GENERAL FUND	
101000 Cash Account	16,903.99
4051 SPECIALS; REFI 26	
101000 Cash Account	30,013.50
5040 FREED PARK DS	
101000 Cash Account	45,840.85
Total:	92,758.34

Fwd: Freed Storage Shed Signage?

From Paige Shockman <paige@horaceparks.org>
Date Sat 5/9/2026 8:27 AM
To Justin Germundson <justin@horaceparks.org>
Cc Jeremy Peschel <jeremy.peschel@gmail.com>

Justin,

Please include the image below in our next meeting. It's the sign for the construction company that helped WFAYFP put in the shelving units at Freed. It's my understanding that the board needs to approve it before it is created.

Paige Shockman

Begin forwarded message:

From: Jeremy Peschel <jeremy.peschel@gmail.com>
Date: May 4, 2026 at 1:37:15 PM MDT
To: Paige Shockman <paige@horaceparks.org>
Subject: Re: Freed Storage Shed Signage?

Hi Paige,

I had hoped to get this to you guys a couple of weeks ago, but just received it about an hour ago. My thought would be to hang this on the NW side of the shed, next to the door.

I will hold off on approving anything with Hofer Signs until I hear from you though.

Thank you
JP



- * Qty:1
- * 4'h x 8'w
- * 3mm Dibond Board
- * Digital Print Overlay
- * Single Sided

Fwd: SDF Revised Concept

From Jim Dahlman <Jim.Dahlman@interstateeng.com>

Date Fri 5/22/2026 6:30 AM

To Justin Germundson <justin@horaceparks.org>

Cc Wade Frank <wade@horaceparks.org>; Loren Bothun <Loren.Bothun@interstateeng.com>

 12 attachments (1 MB)

20260521_Updated Baseball Concept_EOPC.pdf; 20260519_Conceptual_Baseball_Parking-(ER25-04-145).pdf; image001.png; image002.png; image003.png; image004.png; image005.png; image006.png; image007.png; image008.png; image009.png; image010.png;

Justin,

Please see attached practice field information for Southdale Farms.


We had received 4 playground equipment proposals as of yesterday. They are due by 10:00am today.


Please add these items to the agenda for next wednesdays meeting.


Thank Yoi
Sent from my iPhone



James Dahlman, PE
RVP | Principal Engineer
Licensed in ND

 (701) 640.8491

 (701) 532.0438

 574 Main Street, Suite A
Horace, ND 58047

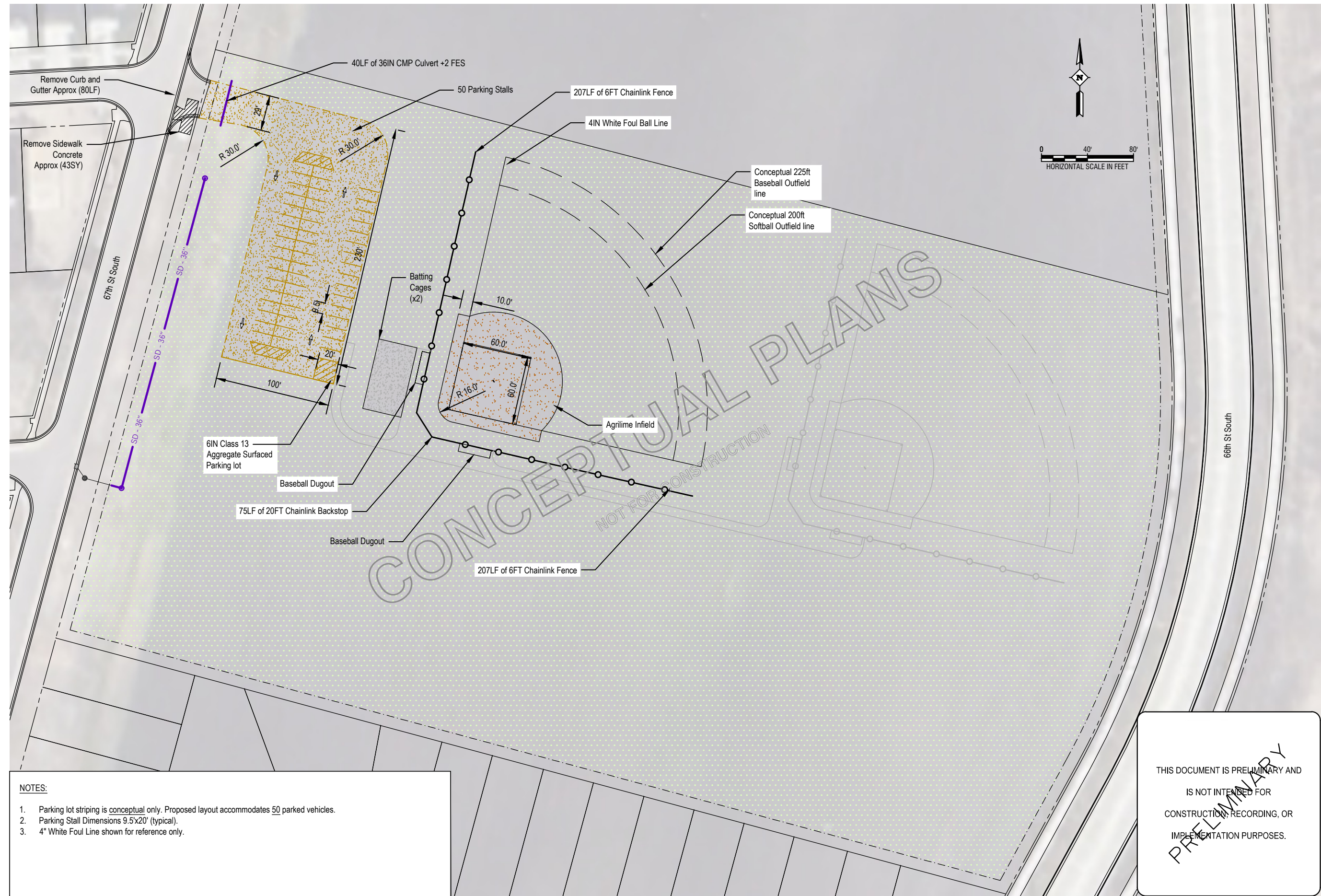
 *interstate.engineering*

Southdale Farms 2nd Addition Lot 2 Blk 1
HORACE, NORTH DAKOTA
May 2026

OPINION OF PROBABLE PROJECT COST

ITEM NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE L&M	EXTENDED PRICE L&M
Base Bid (1 Field)					
1	20ft Chain link Fence	LF	75	\$ 450.00	\$ 33,750.00
2	6ft Chain Link Fence	LF	414	\$ 75.00	\$ 31,050.00
3	Baseball Field Surfacing Aggregate 4IN	SY	1032	\$ 25.00	\$ 25,800.00
4	Geosynthetic Material Type S1	SY	1032	\$ 2.00	\$ 2,064.00
5	Baseball Base Set	EA	1	\$ 1,500.00	\$ 1,500.00
6	Baseball Removable Pitchers Mound	EA	1	\$ 1,000.00	\$ 1,000.00
7	Dugout Structure	EA	2	\$ 25,000.00	\$ 50,000.00
8	Dugout Benches	EA	2	\$ 1,500.00	\$ 3,000.00
9	Non-Elevated Bleacher Stand	EA	1	\$ 12,000.00	\$ 12,000.00
Alternate 1- Gravel Parking Lot					
10	Removal of Curb and Gutter	LF	80	\$ 25.00	\$ 2,000.00
11	Removal of Sidewalk Concrete	SY	43	\$ 35.00	\$ 1,505.00
12	30IN Mountable Curb and Gutter	LF	76	\$ 100.00	\$ 7,600.00
13	Geosynthetic Material Type R1 (P)	SY	2890	\$ 5.00	\$ 14,450.00
14	FAA 43 Hot Bituminous Pavement	TON	40	\$ 120.00	\$ 4,800.00
15	CL13 Aggregate Surfacing 6IN	TON	870	\$ 50.00	\$ 43,500.00
16	Pipe Corr Steel .079IN 36IN	LF	40	\$ 100.00	\$ 4,000.00
17	End Sect Corr Steel .079IN 36IN	EA	2	\$ 700.00	\$ 1,400.00
Alternate 2- Batting Cage					
18	Batting Cage	EA	1	\$ 40,000.00	\$ 40,000.00
19	Aggregate Base 4IN	CY	26	\$ 600.00	\$ 15,600.00

Base Bid Subtotal	\$ 160,164.00
Alternate 1 Subtotal	\$ 79,255.00
Alternate 2 Subtotal	\$ 55,600.00
Opinion of Probable Bid Cost	\$ 295,019.00
Contingency (10% ±)	\$ 29,981.00
Opinion of Probable Construction Cost	\$ 325,000.00



NOTES:

1. Parking lot striping is conceptual only. Proposed layout accommodates 50 parked vehicles.
2. Parking Stall Dimensions 9.5'x20' (typical).
3. 4" White Foul Line shown for reference only.

THIS DOCUMENT IS PRELIMINARY AND IS NOT INTENDED FOR CONSTRUCTION, RECORDING, OR IMPLEMENTATION PURPOSES.

PRELIMINARY

REV NO	DATE	BY	DESCRIPTION

SOUTHDALE FARMS SECOND ADDITION LOT 2 BLK 1 GRADING	
HORACE PARK DISTRICT	
HORACE, NORTH DAKOTA	
BASEBALL CONCEPT	
DRAWN BY: _____	SURVEYED BY: _____
CHECKED BY: _____	DESIGNED BY: _____
PROJECT NO: XX##-##-###	DATE: ##/##/2024

Interstate Engineering
 574 Main Street, Suite A
 Horace, ND 58047
 (701) 532-0438
 www.interstateeng.com

INTERSTATE ENGINEERING
 Professionals You Need. People You Trust.

SECTION
SHEET NO.



May 21, 2026

Wade Frank, President

Horace Park District

PO Box 161

Horace, ND 58047

Via email: wade@horaceparks.org

RE: Park Improvement District No. 2023-2
Independence Park Improvements
Horace, North Dakota
ER23-00-054

Dear Mr. Frank,

Attached please find Change Order No. 2 for the above-referenced project which decreases the contract amount by \$17,368.50.

This office has prepared the attached change order and recommends the Park District approve the same. After the change order has been approved, it should be signed by the President and returned to our Horace office for distribution. A copy should be kept for your records.

Should you have any questions or require any additional information regarding this matter, do not hesitate to contact me at (701) 532-0438.

Yours Very Truly,

INTERSTATE ENGINEERING, INC.

A handwritten signature in blue ink, appearing to read 'EPL'.

EPL/iaj

Attachment

CC: Roers Construction Joint Venture, LLC. (via email. rutke@roers.com)

Horace Park District (via email. wade@horaceparks.org, justin@horaceparks.org)

Date of Issuance: May 21, 2026	Effective Date: May 21, 2026
Owner: Horace Park District	Owner's Contract No.: 2023-2
Contractor: Roers Construction Joint Venture, LLC	Contractor's Project No.:
Engineer: Interstate Engineering, Inc.	Engineer's Project No.: ER2300054
Project: Park Improvement District No. 2023-2	Contract Name: Independence Park Improvements

The Contract is modified as follows upon execution of this Change Order:



Description:

This Change Order is to realign the existing PVC storm pipe outlet and to account for conditions of existing Sheyenne Dr. culvert.

Attachments:

- Revised Plans Sheets for Storm Utility Modifications and Grading Adjustments
- Roers Construction's Cost Proposal and Correspondence for PVC Storm Pipe Outlet Relocation items.
- Roers Construction's Cost Proposal and Correspondence for Sheyenne Dr. CSP Connection items.
- Roers Construction's Correspondence for Revised Grading Item.

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: \$ <u>1,298,715.00</u>	Original Contract Times: Milestone 1 Completion: <u>N/A</u> Substantial Completion: <u>September 19, 2026</u> Ready for Final Payment: <u>October 17, 2026</u> days or dates
[Increase] [Decrease] from previously approved Change Orders No. <u>1</u> to No. <u>1</u> : \$ <u>54,442.00</u>	[Increase] [Decrease] from previously approved Change Orders No. <u> </u> to No. <u> </u> : Milestone 1 Completion: <u>September 19, 2026</u> Substantial Completion: <u>October 17, 2026</u> Ready for Final Payment: <u>November 21, 2026</u> days or dates
Contract Price prior to this Change Order: \$ <u>1,244,273.00</u>	Contract Times prior to this Change Order: Milestone 1 Completion: <u>September 19, 2026</u> Substantial Completion: <u>October 17, 2026</u> Ready for Final Payment: <u>November 21, 2026</u> days or dates
[Increase] [Decrease] of this Change Order: \$ <u>17,368.50</u>	[Increase] [Decrease] of this Change Order: Milestone 1 Completion: <u>N/A</u> Substantial Completion: <u>N/A</u> Ready for Final Payment: <u>N/A</u> days or dates
Contract Price incorporating this Change Order: \$ <u>1,226,904.50</u>	Contract Times with all approved Change Orders: Milestone 1 Completion: <u>September 19, 2026</u> Substantial Completion: <u>October 17, 2026</u> Ready for Final Payment: <u>November 21, 2026</u> days or dates

RECOMMENDED:		ACCEPTED:		ACCEPTED:	
By: <u></u>	By: _____	By: <u></u>	Contractor (Authorized Signature)		
Engineer (if required)	Owner (Authorized Signature)				
Title: <u>Project Engineer</u>	Title _____	Title <u>PROJECT MANAGER</u>			
Date: <u>5/21/2026</u>	Date _____	Date <u>5-21-2024</u>			

Approved by Funding Agency (if applicable)

By: _____ Date: _____
Title: _____

Change Order 2 Cost Justification

Item 1: PVC Storm Pipe Outlet Relocation

The relocation of the proposed 12-inch PVC storm pipe outlet is necessary to better accommodate the final design of the trail and to better align with the existing site topography. During field review, it was determined that the original 12 inch size indicated on plans was incorrect and the originally planned outlet location conflicts with existing features on the adjacent property and would create undesirable grading impacts and constructability challenges. Additionally, the new outlet location provides a more favorable discharge point for the adjacent property owner.

This modification will eliminate the need for a lowering, as the pipe will be able to straight grade to its outlet invert. It will require additional pipe length to be installed as well as replacing the originally specified precast concrete headwall with riprap as per the attached Riprap detail. Plan Sheets D2 and UL1 have been updated to reflect the modification. Bid item quantities affected by the design modification will be deleted or added at each respective contract bid price. Payment for the "14IN PVC Storm Sewer Pipe" will be at the negotiated unit price of \$112.00/LF. Payment for the "Rock Riprap" and "Storm Connection and Cleanout" will be at the negotiated unit price of \$347.00/CY and \$2,090.00/EA, respectively. Contractor's Cost Proposal and Correspondence is attached.

Item 2: Sheyenne Dr. CSP Connection

During construction, two significant unforeseen conditions were encountered. First, upon excavation and exposure of the existing City-owned corrugated steel pipe crossing, it was discovered that the pipe was in very poor condition and is severely corroded, with deterioration preventing a structurally sound connection. The pipe is, therefore, in need of lining or replacement by the City. Second, during field review, it was determined that the original 18 inch size indicated on plans was incorrect. Plan Sheet UL1 has been updated to reflect the modification.

Bid item quantities affected by the design modification will be deleted or added at each respective contract bid price. Payment for the "Pipe Corr Steel .064IN 24IN" and "End Sect Corr Steel .064IN 24IN" will be at the negotiated unit price of \$169.50/LF and \$759.00/EA, respectively. The Contractor's Cost Proposal and Correspondence is attached.

Item 3: Revised Grading

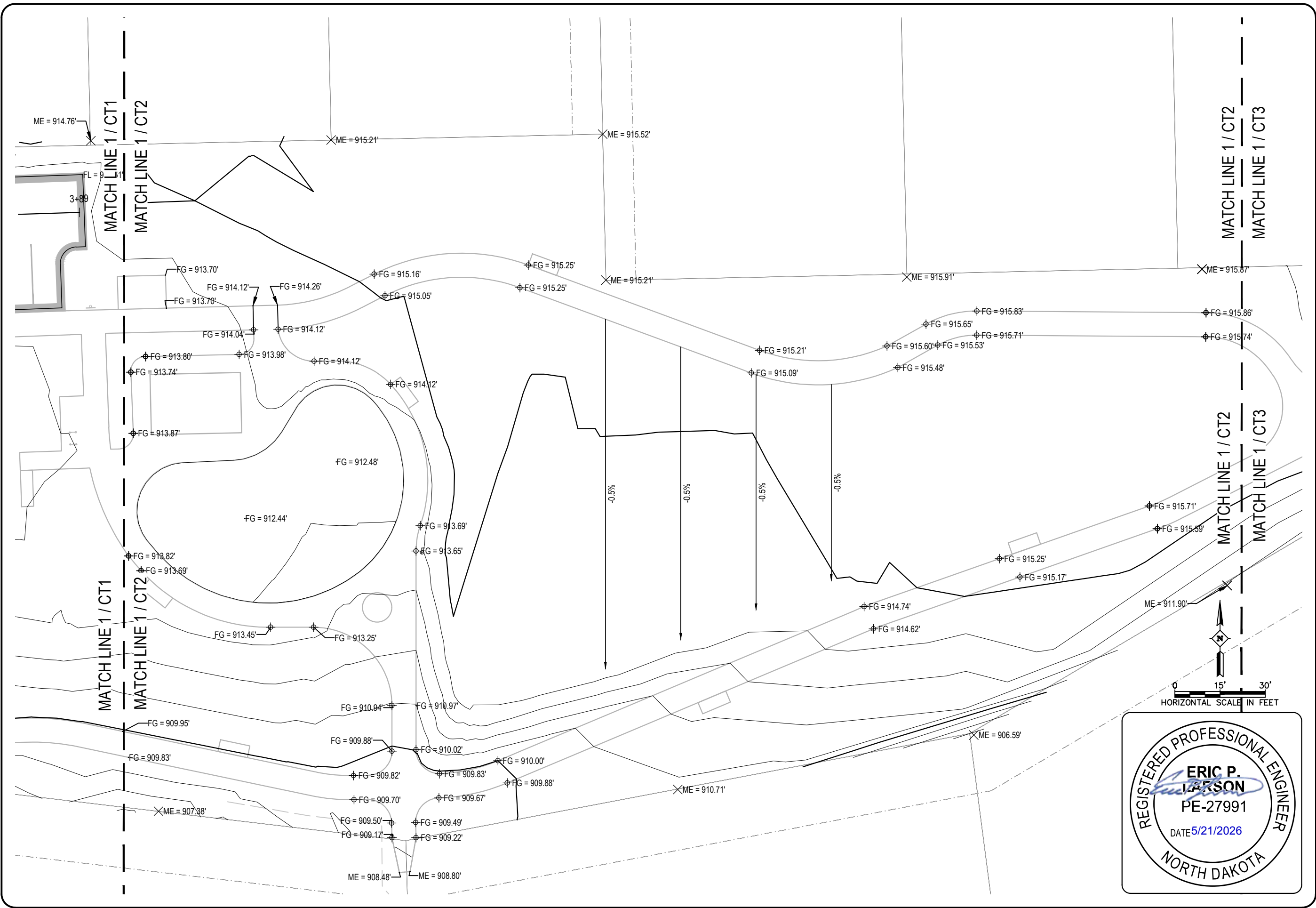
During construction, it was determined that the finish grade surface in a portion of the park required adjustment to ensure positive drainage and better accommodate the existing topography. Plan Sheet GD2-2 has been revised to reflect the finish grade adjustment. This adjustment resulted in approximately 100 CY of additional excavation beyond the original plan quantities.

This material will become additional excess material on the project. Payment for the additional excavation quantity will be at the contract bid price for "unclassified excavation" and will include all work to excavate, haul, and dispose of the material. The revised plan sheet and Contractor correspondence is attached.



The following items are to be [ADDED/DELETED] [to/from] the CONTRACT

Item No.	Description	UNIT	Add/Deduct Quantity	Unit Price	Increase Amount	Decrease Amount
Item 1: PVC Storm Pipe Outlet Relocation						
4	12IN PVC Storm Sewer Pipe	LF	-49	\$ 70.00	\$ -	\$ (3,430.00)
5	12IN PVC Lowering	EA	-1	\$ 10,000.00	\$ -	\$ (10,000.00)
6	Precast Concrete Headwall	EA	-1	\$ 20,000.00	\$ -	\$ (20,000.00)
89	14IN PVC Storm Sewer Pipe	LF	102.0	\$ 112.00	\$ 11,424.00	\$ -
90	Rock Riprap	CY	1.5	\$ 347.00	\$ 520.50	\$ -
91	Storm Connection and Cleanout	EA	1	\$ 2,090.00	\$ 2,090.00	\$ -
				<i>Subtotal</i>	\$ 14,034.50	\$ (33,430.00)
				<i>Subtotal Net</i>	\$ (19,395.50)	
Item 2: Sheyenne Dr. CSP Connection						
2	Pipe Corr Steel .064IN 18IN	LF	-24	\$ 150.00	\$ -	\$ (3,600.00)
3	End Sect Corr Steel .064IN 18IN	EA	-1	\$ 700.00	\$ -	\$ (700.00)
92	Pipe Corr Steel .064IN 24IN	LF	24	\$ 169.50	\$ 4,068.00	\$ -
93	End Sect Corr Steel .064IN 24IN	EA	1	\$ 759.00	\$ 759.00	\$ -
				<i>Subtotal</i>	\$ 4,827.00	\$ (4,300.00)
				<i>Subtotal Net</i>	\$ 527.00	
Item 3: Revised Grading						
37	Unclassified Excavation	CY	100	\$ 15.00	\$ 1,500.00	\$ -
				<i>Subtotal</i>	\$ 1,500.00	\$ -
				<i>Subtotal Net</i>	\$ 1,500.00	
	New Item					
				Totals	\$ 20,361.50	\$ (37,730.00)
				Net	\$ (17,368.50)	



REV. NO.	DATE	BY	DESCRIPTION
1	5/15/2026	EL	Change Order 2

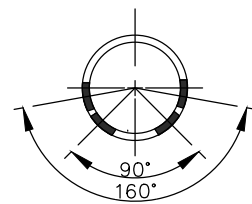
PARK IMPROVEMENT DISTRICT 2023-2		PROJECT NO.: ER23-00-054	
INDEPENDENCE PARK IMPROVEMENTS		DATE: 7/22/2025	
HORACE PARK DISTRICT		Z.R.	
GRADING PLAN		EL	
DRAWN BY: LB/AK	SURVEYED BY: ZR	CHECKED BY: J.D.	DESIGNED BY: EL

Interstate Engineering
 574 Main Street, Suite A
 Horace, ND 58047
 (701) 532-0438
 www.interstateeng.com

INTERSTATE ENGINEERING
 Professionals You Need. People You Trust.



SECTION	GD
SHEET NO.	2



Angular Position of Rows

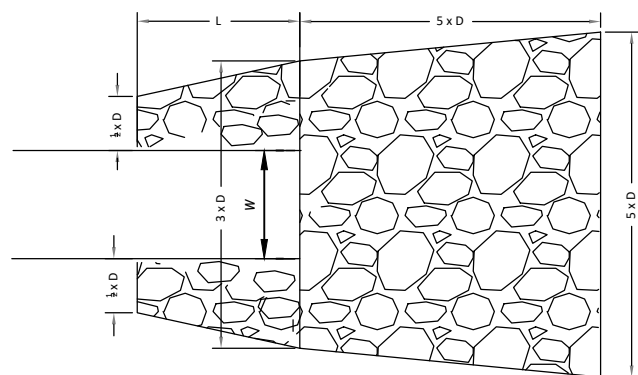
Pipe Size	Rows Of Perforations	No. of Perforation Per Row*
4"	4	48

*For 12.5 foot pipe laying lengths

1 PVC UNDERDRAIN
D-2 Not To Scale

Notes:

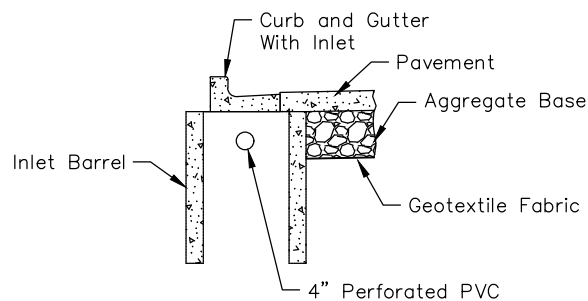
1. Perforated pipe shall be polyvinyl Chloride Sewer Pipe with seal (gasketed) joints as specified in ASTM F-949 or cemented joints as specified in ASTM D-3034
2. Perforations shall be $\frac{1}{4}'' + \frac{1}{16}''$ in diameter. They should be arranged in rows parallel to the axis of the pipe and shall be spaced approximately 3" center-to-center along the rows. The spigot end of the pipe and shall be un-perforated for a length equal to the depth of the socket. The placement and total number of the rows shall be as shown above with an allowable tolerance of +10'. The spigot and bell shall be un-perforated for a length equal to the depth of the spigot.
3. The nominal laying length of the pipe shall be 12.5 feet. Shorter or longer laying lengths shall be provided if required.
4. All bends required for the installation of drain tile around the radii of curb and gutter at intersections or cul-de-sacs shall be considered incidental to PVC pipe.
5. A Type D3 or D4 geotextile fabric sock shall be installed around the underdrain pipe and shall be incidental to the PVC pipe.



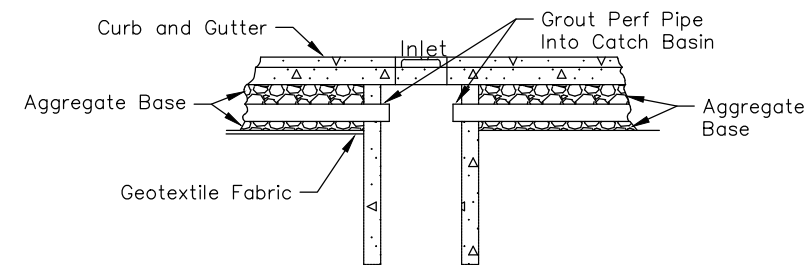
NOTES

1. RIP RAP SHALL MEET NDDOT SPECIFICATIONS AND/OR APPROVED BY THE ENGINEER
2. NDDOT TYPE RR FABRIC SHALL BE INSTALLED UNDER RIP RAP
3. RIP RAP GRADATION SHALL MEET GRADE 1
4. RIP RAP DEPTH SHALL BE 12" UNLESS NOTED OTHERWISE

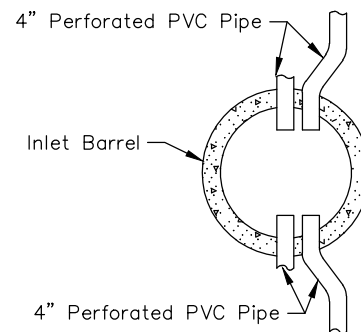
3 RIPRAP DETAIL
D-2 Not To Scale



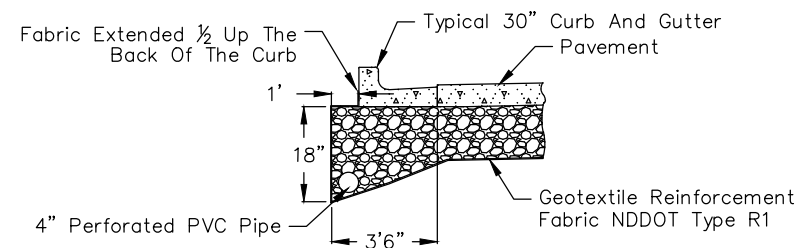
SIDE VIEW



FRONT VIEW



4" PERFORATED PVC PIPE



4" PERFORATED PVC PIPE

Notes:

1. All pipe penetrations shall have rubber boots.
2. Required bends incidental. Cost of knockouts and grouting of PVC pipe into inlets incidental to the cost of the inlet.
3. Perforated PVC Drain Tile shall be anchored in trench to keep pipe in place during aggregate placement

2 PERFORATED PIPE INLET CONNECTION
D-2 Not To Scale



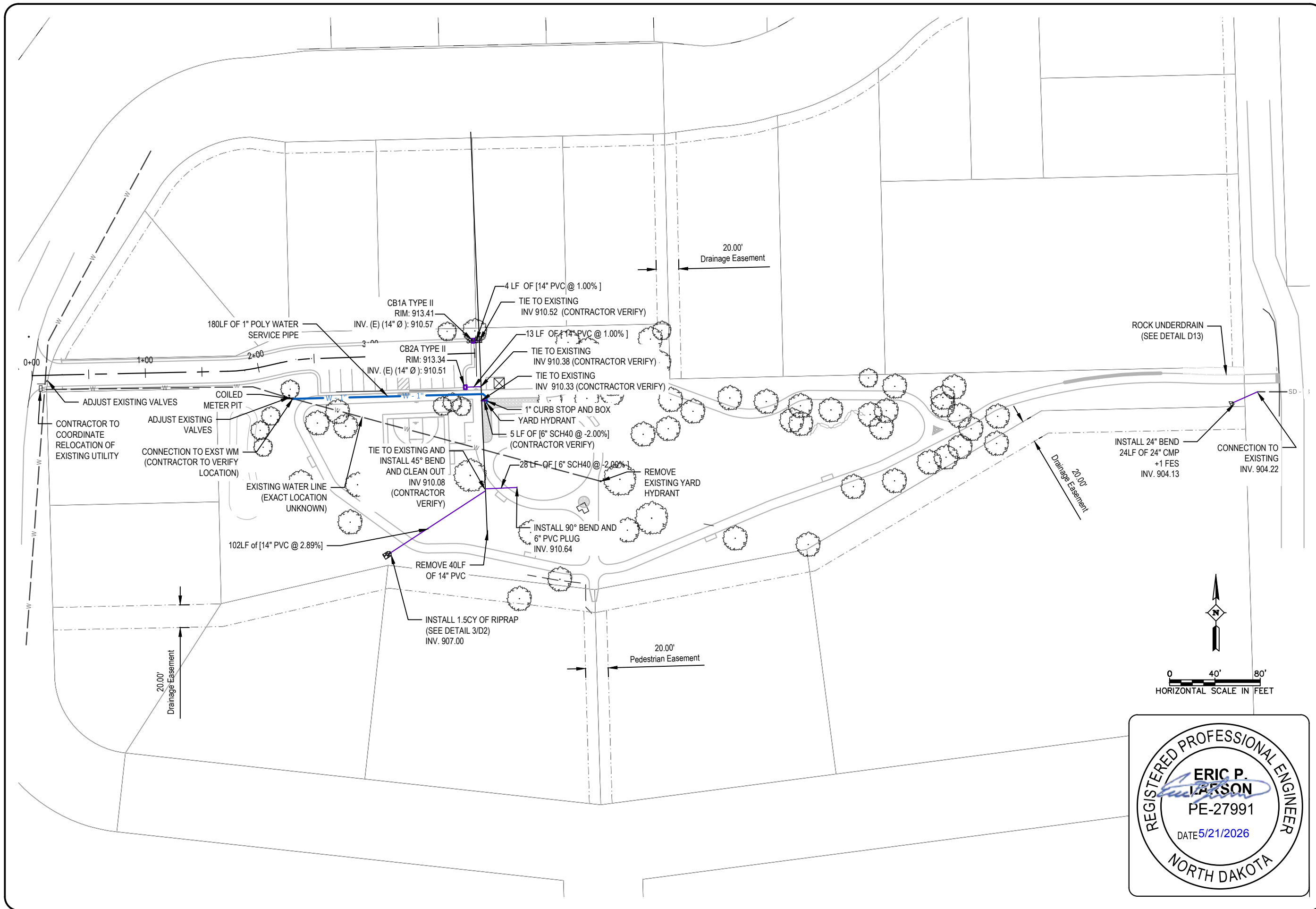
REV NO	DATE	BY	DESCRIPTION
1	5/19/2026	EL	CHANGE ORDER 2

PARK IMPROVEMENT DISTRICT 2023-2		PROJECT NO: ER23-00-054	
INDEPENDENCE PARK IMPROVEMENTS		DATE: 7/28/2025	
HORACE PARK DISTRICT		DRAWN BY: LB/AK	
PERFORATED PIPE & RIPRAP		SURVEYED BY: ZR	
CHECKED BY: J.D.		DESIGNED BY: EL	

Interstate Engineering
574 Main Street, Suite A
Horace, ND 58047
(701) 532-0438
www.interstateeng.com

INTERSTATE ENGINEERING
Professionals You Need. People You Trust.

SECTION	D
SHEET NO.	2



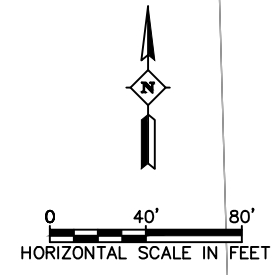
REV NO	DATE	BY	DESCRIPTION
1	5/19/2026	EL	CHANGE ORDER 2

PARK IMPROVEMENT DISTRICT 2023-2		INDEPENDENCE PARK IMPROVEMENTS		HORACE PARK DISTRICT	
UTILITY LAYOUT					
DRAWN BY:	LB/AK	CHECKED BY:	J.D.	SURVEYED BY:	ZR
PROJECT NO.: ER23-00-054			DATE: 7/22/2025		

Interstate Engineering
 574 Main Street, Suite A
 Horace, ND 58047
 (701) 532-0438
 www.interstateeng.com

INTERSTATE ENGINEERING
 Professionals You Need. People You Trust.

SECTION	UL
SHEET NO.	1



Eric Larson

From: Riley Utke <rutke@roers.com>
Sent: Wednesday, May 20, 2026 4:23 PM
To: Eric Larson
Cc: Loren Bothun
Subject: Re: Independence Park - Change Order 2



Eric,

Per our phone conversation . Here are the prices to update into the draft and I will try signing it late this evening.

Unit 89 - \$347/CY

Unit 90 - \$2090

Unit 91 - \$169.5/LF

Unit 92 - \$759

Storm sewer from 12 to 14" - \$112/LF

100 CY grading - \$15/CY

Riley Utke

Project Manager

200 45th Street South | Fargo, ND 58103

phone: 701.356.1255

cell phone: 218.396.0260

email: rutke@roers.com

From: Eric Larson <Eric.Larson@interstateeng.com>
Sent: Monday, May 18, 2026 2:44:32 PM
To: Riley Utke <rutke@roers.com>
Cc: Loren Bothun <Loren.Bothun@interstateeng.com>
Subject: RE: Independence Park - Change Order 2

When we compare the two FG Surfaces, we get a difference of 166 CY, however this does not account for the excavation reduction due matching existing grade along the north path. With that north path adjustment being difficult to quantify, we feel that the max difference would closer to 100 CY.

Thoughts? Not sure what the discrepancy would be in your numbers vs ours when comparing the two surfaces.

Thanks!

| **Eric Larson, PE**




Professionals You Need, People You Trust.

Project Engineer
Licensed in ND

 (701) 640.1597

 (701) 532.0438

 574 Main Street, Suite A
Horace, ND 58047

 interstate.engineering

From: Riley Utke <rutke@roers.com>
Sent: Monday, May 18, 2026 2:26 PM
To: Eric Larson <Eric.Larson@interstateeng.com>
Cc: Loren Bothun <Loren.Bothun@interstateeng.com>
Subject: RE: Independence Park - Change Order 2

Eric,

There was an increase of 244CY of cut and excess with the new surface file from the original. Roers would request this be added onto change order 2 at the unit price of \$15/CY.

Thank you,

Riley Utke

Project Manager

200 45th Street South | Fargo, ND 58103

phone: 701.356.1255

cell phone: 218.396.0260

email: rutke@roers.com



From: Eric Larson <Eric.Larson@interstateeng.com>
Sent: Friday, May 15, 2026 3:49 PM
To: Riley Utke <rutke@roers.com>
Cc: Loren Bothun <Loren.Bothun@interstateeng.com>
Subject: Independence Park - Change Order 2

Riley,

Following up on our phone conversation. I have put together a preliminary draft of Change Order 2 to account for the 12" PVC storm outlet pipe relocation and the Sheyenne Dr. culvert. This document is to serve as a starting point for incorporating the work involved with the pipes. I left the unit prices highlighted for you to provide numbers on. I'm still waiting to hear back from CC Steel on the potential lining of the City-owned portion of CSP under Sheyenne Dr.

Let me know if you have any questions on my write up and if you see anything I may have missed.

The Park meets on the Wednesday, May 27th due to Memorial Day being on the 25th... so we would have probably until May 20th or so for this to be on that agenda.

Thanks!




Professionals You Need, People You Trust.

Eric Larson, PE

Project Engineer
Licensed in ND

 (701) 640.1597

 (701) 532.0438

 574 Main Street, Suite A
Horace, ND 58047

 interstate.engineering

Disclaimer

The information contained in this communication from the sender is confidential. It is intended solely for use by the recipient and others authorized to receive it. If you are not the recipient, you are hereby notified that any disclosure, copying, distribution or taking action in relation of the contents of this information is strictly prohibited and may be unlawful.

This email has been scanned for viruses and malware, and may have been automatically archived by Mimecast, a leader in email security and cyber resilience. Mimecast integrates email defenses with brand protection, security awareness training, web security, compliance and other essential capabilities. Mimecast helps protect large and small organizations from malicious activity, human error and technology failure; and to lead the movement toward building a more resilient world. To find out more, visit our website.

Disclaimer

The information contained in this communication from the sender is confidential. It is intended solely for use by the recipient and others authorized to receive it. If you are not the recipient, you are hereby notified that any disclosure, copying, distribution or taking action in relation of the contents of this information is strictly prohibited and may be unlawful.

This email has been scanned for viruses and malware, and may have been automatically archived by Mimecast, a leader in email security and cyber resilience. Mimecast integrates email defenses with brand protection, security awareness training, web security, compliance and other essential capabilities. Mimecast helps protect large and small organizations from malicious activity, human error and technology failure; and to lead the movement toward building a more resilient world. To find out more, visit our website.

Independence Park Playground Evaluation:

Company:

Design:

Playground Evaluation:

1) Creativity, use of unique play elements.	1	2	3	4	5
2) Perceived play value.	1	2	3	4	5
3) Visual appeal.	1	2	3	4	5
4) Number and variety of play elements.	1	2	3	4	5
5) Compatibility with site.	1	2	3	4	5

Total
Points: