Horace Park Board Meeting
Monday, September 28, 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** – August 24, 2026 (2 – 4)

Consent Agenda

1. **Bills** – $620,727.31 (5 – 8)
2. **Financial Report** (9 – 15)

Regular Agenda

1. **Recognition of Audience / Public Comment**
2. **Public Hearing at 6:00pm: 2027 Final Budget Approval** – Germundson (16 - 23)
3. **Special Assessments Update** – Germundson (24 - 38)
4. **Southdale Farms Ballfield Update** – Dahlman (39)
5. **Indoor Tennis Facility** – Shockman (40)
6. **Park Signage Design Services** – Lind (41 - 48)
7. **Park Finder Application** – Lind (49 - 54)
8. **Engineering Report** – Dahlman
9. **Board Member Reports**
10. **Non-Agenda**
11. **Adjourn**

The Horace Park Board met at 5:30 p.m. on Monday, August 24, 2026 at Horace Meeting House. President Shockman called the meeting to order. Present were Jason Olsen, Wade Frank, and Paige Shockman. Not present were Shannon Kist and Nicole Farley.

Meeting Items

Motion: Approve the Order of the Agenda.
1st Motion: Commissioner Frank
2nd Motion: Commissioner Olsen
Action Taken: Motion carried. No opposition.

Motion: Approve July 27, 2026 and July 27, 2026 (Board Retreat) Minutes.
1st Motion: Commissioner Olsen
2nd Motion: Commissioner Frank
Action Taken: Motion carried. No opposition.

Consent Agenda

Motion: Approve Bills ($28,251.16) and Financial Report.
1st Motion: Commissioner Frank
2nd Motion: Commissioner Olsen
Action Taken: Motion carried. No opposition.

Recognition of Audience / Public Comment

No public comment.

Horace RR 2nd Addition

Commissioner Frank explained this was excess Diversion Authority land (railbed) and no park dedication was necessary as it will be divided up amongst neighboring property owners.
Motion: Approve waiver request for park dedication / cash in lieu for Horace RR 2nd Addition.
1st Motion: Commissioner Frank
2nd Motion: Commissioner Olsen
Action Taken: Motion carried. No opposition.

Willow Grove McInnes Plat

Rory Waliser (EagleRidge) asked for clarity on park dedication. The board recommendation was to accept Lot 1 and return Lots 16, 11B, and 11A. The plat will be updated and resubmitted for board approval.

Westdale Addition
Chris Mack (Design Resources Group) presented the revised plat.
Motion: Approve Westdale Addition plat as presented with a 3,279 sf path and $349,745 due in cash in lieu for the future Rivers Edge Park.
1st Motion: Commissioner Frank
2nd Motion: Commissioner Olsen
Action Taken: Motion carried. No opposition.

2027 Preliminary Budget Approval
Clerk Germundson presented the 2027 preliminary budget.
Motion: Approve the 2027 preliminary budget with total expenditures of $1,486,000 and a total levy of $1,394,448.
1st Motion: Commissioner Olsen
2nd Motion: Commissioner Frank
Action Taken: Motion carried. No opposition.

Southdale Farms Ballfield Update
Park Engineer Dahlman said the bid opening is on Monday.

Parks Explorer Application
Dave Kirkpatrick (Interstate Engineering) introduced the geo coding-based website application that lists parks and amenities.

Engineering Report
Park Engineer Dahlman gave Independence Park and development updates.

Board Member Reports
Commissioner Frank recapped meetings with the City and Diversion Authority. President Shockman discussed Meadowlark vandalism and board portfolio assignments.
Motion: Appoint the following board portfolios: Wade Frank – Infrastructure, Shannon Kist – Events, Nicole Farley – Recreation, Jason Olsen – Operations, and Paige Shockman – Administration.
1st Motion: Commissioner Frank
2nd Motion: Commissioner Olsen
Action Taken: Motion carried. No opposition.

Non-Agenda Items
Nothing to report.

Meeting adjourned 6:33 p.m.

_____
President Paige Shockman

_____
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
844	1 Cass County Electric	343.61								
	83279 09/08/26 freed	105.00			4030		451200	351		101000
	1085070 09/08/26 lions	30.00			4030		451200	351		101000
	1172715 09/08/26 meadowlark	208.61			4030		451200	351		101000
	Total for Vendor:	343.61								
841	22 City of Horace	1,268.84								
	11096-00 09/01/26 service; freed	1,074.80			4030		451200	351		101000
	11052-00 09/01/26 service; freed	118.54			4030		451200	351		101000
	44227-00 09/01/26 service; meadowlark	75.50			4030		451200	351		101000
	Total for Vendor:	1,268.84								
839	144 Corporate Technologies	882.33								
	249723 09/08/26 managed services	222.33			4030		451000	210		101000
	249723 09/08/26 onboarding	330.00			4030		451000	210		101000
	251299 09/15/26 managed services	330.00			4030		451000	210		101000
	Total for Vendor:	882.33								
846	140 Dakota Carriage Company	1,200.00								
	69839 09/10/26 bean days	1,200.00			4030		451400	505		101000
	Total for Vendor:	1,200.00								
854	66 Dakota Playground	189,337.50								
	1 09/30/26 PID 23-2 Indep	189,337.50*			5051		451000	631		101000
	Total for Vendor:	189,337.50								
851	146 Dylan Klancher	150.00								
	09/14/26 bean days	150.00			4030		451400	505		101000
	Total for Vendor:	150.00								
848	90 Games To Go	4,159.35								
	O12402 04/06/26 bean days	4,159.35			4030		451400	505		101000
	Total for Vendor:	4,159.35								

* ... Over spent expenditure

Claim/ Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
842	53 Jiffy Jon's	344.00								
	80048 08/31/26 lions, terra	344.00			4030		451200		494	101000
	Total for Vendor:	344.00								
850	132 Logan Kritzeck	150.00								
	09/14/26 bean days	150.00			4030		451400		500	101000
	Total for Vendor:	150.00								
852	24 Ohnstad Twichell, PC	8,500.00								
	220716 09/02/26 PID 23-2 Indep	8,500.00*			5051		451000		631	101000
	Total for Vendor:	8,500.00								
847	117 Platinum Plus DJ	640.00								
	91226 04/21/26 bean days	640.00			4030		451400		505	101000
	Total for Vendor:	640.00								
853	143 Roers Construction	232,265.79								
	2 09/12/26 PID 23-2 Indep	232,265.79*			5051		451000		631	101000
	Total for Vendor:	232,265.79								
849	145 Scott's Signs	335.00								
	21683 08/10/26 end of school	171.00			4030		451400		505	101000
	21711 09/04/26 party in park	164.00			4030		451400		505	101000
	Total for Vendor:	335.00								
855	45 UMB Bank c/o Trust Dept	174,537.93								
	HPD20 09/11/26 20 bonds; int	16,862.50			5011		490000		720	101000
	HPD21 09/11/26 21 bonds; int	7,061.25			5021		490000		720	101000
	HPD25 09/11/26 25 bonds; int	46,925.00			5040		490000		720	101000
	HPD26 09/11/26 26 bonds; int	77,675.00*			4051		490000		720	101000
	HPD26B 09/11/26 26B bonds; int	26,014.18*			5050		490000		720	101000
	Total for Vendor:	174,537.93								

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
845		96 Valley Landscaping	5,322.00								
	26-6285	08/31/26 weed ctrl, fertil	5,322.00			4030		451200	495		101000
		Total for Vendor:	5,322.00								
843		17 Wade Frank	198.63								
	891680	09/10/26 bean days reimb	198.63			4030		451400	505		101000
		Total for Vendor:	198.63								
838		9 West Fargo Park District	1,000.00								
		office/supplies; 2nd qtr	500.00			4030		451000	210		101000
		office/supplies; 3rd qtr	500.00			4030		451000	210		101000
		Total for Vendor:	1,000.00								
840		64 Xcel Energy	92.33								
	993388589	09/01/26 8873 lost river n; gas	45.89			4030		451200	351		101000
	993332421	09/01/26 8873 lost river s; gas	46.44			4030		451200	351		101000
		Total for Vendor:	92.33								

# of Claims 18 Total: 620,727.31 # of Vendors 18

Fund/Account	Amount
4030 GENERAL FUND	
101000 Cash Account	16,086.09
4051 SPECIALS; REFI 26	
101000 Cash Account	77,675.00
5011 MEADOWLARK PARK DS	
101000 Cash Account	16,862.50
5021 TERRA GARDENS DS	
101000 Cash Account	7,061.25
5040 FREED PARK DS	
101000 Cash Account	46,925.00
5050 INDEP PARK DS	
101000 Cash Account	26,014.18
5051 INDEP PARK C	
101000 Cash Account	430,103.29
Total:	620,727.31

4030 GENERAL FUND

Account Object	Description	Current Year Current Month	Current Year Current YTD	Current Year Budget	Current Year Variance	Last Year Prior Year Month	Last Year Prior Year YTD
	Revenue						
310001	Property Taxes	2,115.98	247,757.57	308,851.00	-61,093.43	327.38	248,845.09
335600	State Aid	6,096.42	40,850.17	55,000.00	-14,149.83	5,025.25	36,764.64
340001	Recreation Programs	857.40	17,338.26	20,000.00	-2,661.74	323.27	21,114.63
340005	Field Fees	2,182.55	6,241.10	5,000.00	1,241.10	4,000.00	4,000.00
340010	Miscellaneous	0.55	1,090.06	1,000.00	90.06		1,813.57
	Total	11,252.90	313,277.16	389,851.00	-76,573.84	9,675.90	312,537.93
	Expenses						
451000	ADMINISTRATION						
109	Staff Wages	1,750.00	11,500.00	7,000.00	-4,500.00	1,500.00	4,500.00
111	Board Wages		5,000.00	10,000.00	5,000.00		5,000.00
112	Clerk Wages	2,019.22	10,753.48	14,000.00	3,246.52	1,982.31	10,632.56
210	Technology		9,496.61	13,000.00	3,503.39	500.00	9,107.47
220	Payroll Taxes	987.17	4,219.12	9,000.00	4,780.88	658.30	3,106.11
321	Insurance		10,171.09	12,000.00	1,828.91		8,175.45
369	Audit		19,688.64	15,000.00	-4,688.64		523.50
380	Miscellaneous		1,264.89	5,000.00	3,735.11	182.72	4,404.22
890	Transfer Out			20,000.00	20,000.00		
	Total Account	4,756.39	72,093.83	105,000.00	32,906.17	4,823.33	45,449.31
451200	PARK						
109	Staff Wages	5,934.25	26,124.38	50,000.00	23,875.62	2,808.75	15,299.75
351	Utilities	1,909.69	12,202.72	30,000.00	17,797.28	1,421.15	11,454.32
420	Operations	1,169.70	6,548.69	15,000.00	8,451.31	987.27	4,359.15
424	Gas / Oil	404.13	2,154.20	4,000.00	1,845.80	235.35	1,175.27
427	Repairs		4,844.42	8,000.00	3,155.58	939.13	5,192.36
494	Bldgs / Grounds	973.01	6,129.20	29,000.00	22,870.80	5,846.22	15,617.54
495	Herbicide		4,763.00	15,000.00	10,237.00	300.00	6,972.00
641	Equipment		22,817.60	25,000.00	2,182.40		8,360.00
	Total Account	10,390.78	85,584.21	176,000.00	90,415.79	12,537.87	68,430.39
451400	RECREATION						
109	Staff Wages	4,950.25	63,272.75	72,000.00	8,727.25	3,814.01	44,769.26
500	Supplies	1,582.49	7,881.29	18,000.00	10,118.71	369.13	11,236.62
505	Special Events	149.20	10,356.00	18,000.00	7,644.00	711.68	10,346.74
	Total Account	6,681.94	81,510.04	108,000.00	26,489.96	4,894.82	66,352.62
	Total	21,829.11	239,188.08	389,000.00	149,811.92	22,256.02	180,232.32
	Net Income from Operations	-10,576.21	74,089.08			-12,580.12	132,305.61

4050 SPECIAL ASSESSMENTS

Account Object	Description	Current Year Current Month	Current Year Current YTD	Current Year Budget	Current Year Variance	Last Year Prior Year Month	Last Year Prior Year YTD
Revenue							
310001	Property Taxes		237,637.00	237,637.00			97,373.61
	Total	0.00	237,637.00	237,637.00		0.00	97,373.61
Expenses							
470000	INTERGOVERNMENTAL						
630	Special Assessments		247,026.50	235,000.00	-12,026.50		134,129.54
	Total Account		247,026.50	235,000.00	-12,026.50		134,129.54
	Total	0.00	247,026.50	235,000.00	-12,026.50	0.00	134,129.54
	Net Income from Operations		-9,389.50				-36,755.93
	Net Income	0.00	-9,389.50			0.00	-36,755.93

4051 SPECIALS; REFI 26

Account Object	Description	Current Year Current Month	Current Year Current YTD	Current Year Budget	Current Year Variance	Last Year Prior Year Month	Last Year Prior Year YTD
Expenses							
451000	ADMINISTRATION						
631	Improvements		51,826.50		-51,826.50		
	Total Account		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	0.00	4,143,887.68	0.00	-4,143,887.68	0.00	0.00
	Net Income from Operations		-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	0.00	-262,856.99			0.00	0.00

4060 RECREATION FUND

Account Object	Description	Current Year Current Month	Current Year Current YTD	Current Year Budget	Current Year Variance	Last Year Prior Year Month	Last Year Prior Year YTD
Revenue							
310001	Property Taxes	1,766.27	222,296.87	251,280.00	-28,983.13	169.40	190,593.20
	Total	1,766.27	222,296.87	251,280.00	-28,983.13	169.40	190,593.20
Expenses							
451000	ADMINISTRATION						
631	Improvements		90,496.61	251,000.00	160,503.39		87,878.94
Total Account			90,496.61	251,000.00	160,503.39		87,878.94
	Total	0.00	90,496.61	251,000.00	160,503.39	0.00	87,878.94
	Net Income from Operations	1,766.27	131,800.26			169.40	102,714.26
	Net Income	1,766.27	131,800.26			169.40	102,714.26

For the Accounting Period: 8/26

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
4030 GENERAL FUND						
101000 Cash Account	86,417.82	11,299.37	0.00	2,644.37	19,231.21	75,841.61
4050 SPECIAL ASSESSMENTS						
101000 Cash Account	-8,868.75	0.00	0.00	0.00	0.00	-8,868.75
4051 SPECIALS; REFI 26						
101000 Cash Account	-262,856.99	0.00	0.00	0.00	0.00	-262,856.99
4060 RECREATION FUND						
101000 Cash Account	138,870.19	1,766.27	0.00	0.00	0.00	140,636.46
5000 SOUTHDALE FARMS						
101000 Cash Account	-199,559.14	0.00	0.00	0.00	384.09	-199,943.23
5011 MEADOWLARK PARK DS						
101000 Cash Account	130,477.54	0.00	0.00	0.00	0.00	130,477.54
5021 TERRA GARDENS DS						
101000 Cash Account	115,042.16	0.00	0.00	0.00	300.00	114,742.16
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	161,912.70	0.00	0.00	0.00	0.00	161,912.70
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	80,983.67	3,652.24	0.00	0.00	0.00	84,635.91
5051 INDEP PARK C						
101000 Cash Account	1,440,434.97	0.00	0.00	0.00	23,976.75	1,416,458.22
7910 Payroll Clearing						
101000 Cash Account	573.41	0.00	13,890.89	13,585.15	0.00	879.15
7930 Claims Clearing						
101000 Cash Account	192,644.50	0.00	30,001.16	220,241.23	0.00	2,404.43
8000 CAPITAL IMPROVEMENTS						
101000 Cash Account	708,027.80	5,231.03	0.00	0.00	0.00	713,258.83
9000 GENERAL FUND RESERVES						
101000 Cash Account	200,000.00	0.00	0.00	0.00	0.00	200,000.00
Totals	3,008,766.87	21,948.91	43,892.05	236,470.75	43,892.05	2,794,245.03

*** 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
2809	S	1	Cass County Electric	334.62	08/19/26	8/26		
							CL 832	334.62
2810	S	22	City of Horace	1482.36	08/19/26	8/26		
							CL 836	1482.36
2811	S	97	City of Horace	2426.25	08/19/26	8/26		
							CL 828	2426.25
2812	S	108	Column Software PBC	384.09	08/19/26	8/26		
							CL 827	384.09
2813	S	53	Jiffy Jon's	344.00	08/19/26	_____		
							CL 834	344.00
2814	S	131	Kyle Collignon	166.93	08/19/26	_____		
							CL 829	166.93
2815	S	48	MTI Distributing Inc.	1169.70	08/19/26	8/26		
							CL 830	1169.70
2816	S	39	PFM Financial Advisors	21550.50	08/19/26	8/26		
							CL 826	21550.50
2817	S	45	UMB Bank c/o Trust Dept	300.00	08/19/26	8/26		
							CL 831	300.00
2818	S	64	Xcel Energy	92.71	08/19/26	8/26		
							CL 833	92.71
2819	S	120	Paul Hankel	1750.00	08/27/26	_____		
							CL 837	1750.00

Total for Claim Checks 30,001.16
Count for Claim Checks 11

* denotes missing check number(s)

# of Checks: 11 Total: 30,001.16

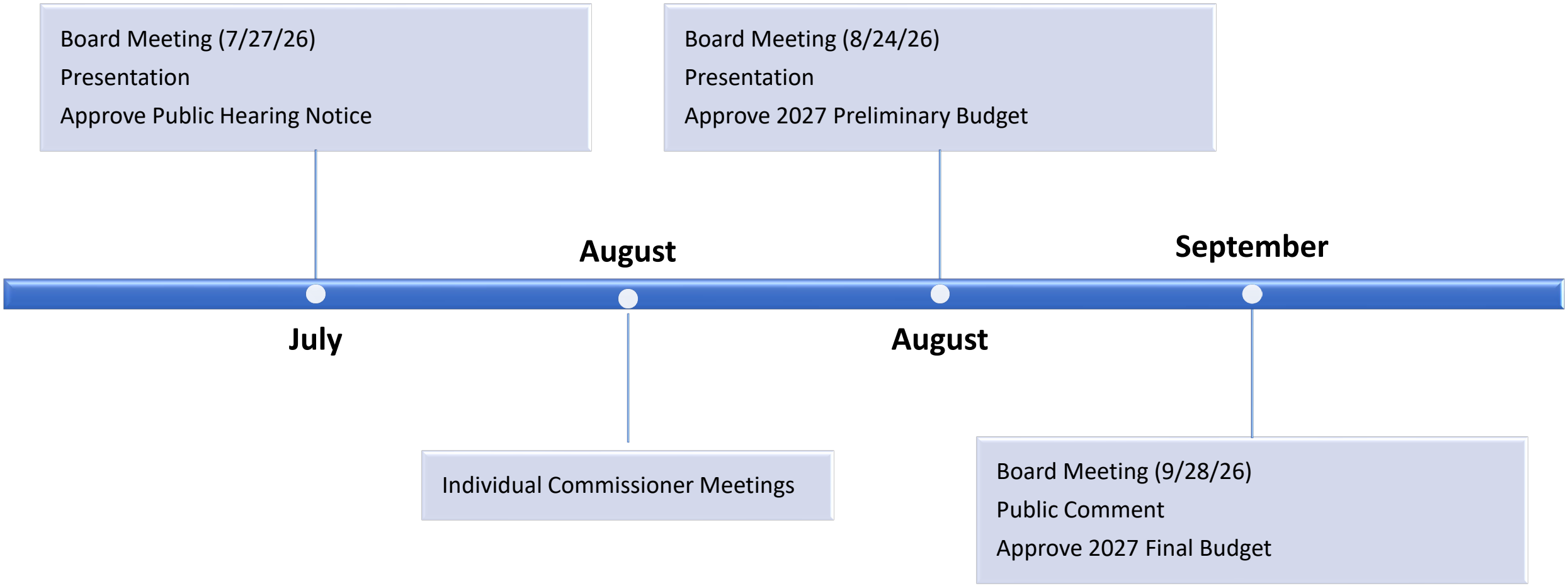
Fund/Account	Amount
4030 GENERAL FUND	
101000 Cash Account	5,340.32
5000 SOUTHDALE FARMS	
101000 Cash Account	384.09
5021 TERRA GARDENS DS	
101000 Cash Account	300.00
5051 INDEP PARK C	
101000 Cash Account	23,976.75
Total:	30,001.16

Horace Park District

Public Hearing for 2027 Budget

Monday, September 28, 2026
Horace Meeting House (7951 Jack's Way #116), 6:00 P.M.
Budget Review available at www.horaceparks.org

2027 Budget Timeline



BUDGET SUMMARY				
		2025	2026	**2027**
One Mill Value:				
		$41,936	$50,015	**$55,467**
		19%	19%	11%
Mills Levied:				
	General Fund	6.5	5.6	5.2
	Special Assessment Fund	10.3	10.3	14.3
	Recreation Fund	5.0	5.0	5.0
		21.8	20.8	**24.5**
New Growth Allowance (HB1176)				
	General Fund		29,428	**36,453**
Dollars Levied:				
	General Fund	271,326	278,086	323,975
	Special Assessment Fund	431,941	515,155	793,178
	Recreation Fund	209,680	250,075	277,335
		912,947	1,043,315	**1,394,488**

	TAX YEAR	TY2025	TY2024
CALCULATION 1 - Base Year Calculation		Previous Yr Levy	Levy 2 Years Ago
4	Total Dollars Levied on behalf of taxing district in three preceding years	278,086	271,326
	Less: Levies Exempt from Cap		
5	Less: Irrepeable tax to pay bonded debt (See Note 3)		
6	Less: Taxes or Special Assessments levied to pay debt (See Note 4)		
7	Less: Taxes to pay bonds, evidence of debt or obligations (See Note 5)		
8	Less: Special improvement project paid by general taxation (See Note 6)		
9	Less: City or County Emergency Levy; Levies to pay claims & judgments; Specials on School Property (See Note 7)		
10	Less: Water Resource Districts (See Note 7)		
11	Less: School District Tuition Levy (See Note 8)		
12	Less: Not entity-wide (requires separate cap calculation)		
13	Less: Other		
14	**Difference = Dollars Levied Subject to Percentage Cap Increase (Line 4 minus Lines 5-13)**	**278,086**	**271,326**
15	Base Year Levy (highest of last 3 years Line 14)	**278,086**	*Section 22, 6c*
CALCULATION 2 - Ajdusted Year Calculation			
16	Previous Year Levy (from Line 14, 1st column)	278,086	*Section 22, 6a*
17	Previous Year Taxable Value	50,015,425	
18	Previous Year Mill Rate (Line 16 divided by Line 17 X 1000)	5.56	
19	Plus: New Property Taxable Value	4,058,502	*Section 22, 6a1*
20	Plus: Expired TIF Incremental Taxable Value	-	*Section 22, 6a1*
21	Plus: Expired Exemptions Taxable Value	1,092,443	*Section 22, 6a2*
22	Minus: Removed Property Taxable Value	(1,405,305)	*Section 22, 6a3*
23	Net Taxable Value (Line 19 plus Line 20 plus Line 21 minus Line 22)	6,556,250	
24	Allowance for New Growth (Line 23 X Line 18 divided by 1000)	36,453	
25	Minus: Expired Temporary Mill Levy Amount	-	*Section 22, 6a4*
26	Net Adjustments (Line 24 minus Line 25)	36,453	
27	Adjusted Year Levy (Line 16 plus Line 26)	**314,539**	*Section 22, 6a*
CALCULATION 3 - Cap Allowance Calculations			
	A. Current Year Cap Allowance		
28	Higher Base Year Levy (Line 15) or Adjusted Year Levy (Line 27)	314,539	*Section 22, 6a*
29	Current Year Allowable Cap Percentage Limit	3.00%	*Section 22, 6, a2b*
30	Cap Allowance Amount (Line 28 times Line 29)	9,436	*Section 22, 6b*
31	**CURRENT YEAR CAP = Higher Base Year or Adjusted Year Levy (Line 28) plus Cap Allowance Amount (Line 30)**	**323,975**	

GENERAL FUND - Horace Parks					
		2025	YTD 7/26	Current Budget	**2027**
Revenue:					
	Property Taxes	258,850	245,642	278,086	323,975
	State Aid	59,887	34,754	55,000	62,025
	Charges For Services	35,960	21,629	26,000	30,000
	Total Revenue	354,696	302,024	359,086	**416,000**
Expenses:					
	ADMIN				
	Staff Wages	8,000	9,750	7,000	16,000
	Board Wages	10,000	5,000	10,000	11,000
	Clerk Wages	15,432	8,734	14,000	16,000
	Technology	10,107	9,497	13,000	14,000
	Payroll Taxes	5,064	3,232	9,000	8,000
	Insurance	9,431	10,171	12,000	12,000
	Audit	19,628	19,689	15,000	20,000
	Miscellaneous	5,843	1,265	5,000	5,000
	Transfer Out	20,000		20,000	20,000
		103,506	67,337	105,000	**122,000**
	PARK				
	Maint Wages	29,603	20,190	50,000	50,000
	Utilities	15,900	10,293	30,000	30,000
	Operations	14,233	5,379	15,000	16,000
	Gas / Oil	1,564	1,750	4,000	3,000
	Repairs	5,192	4,844	8,000	8,000
	Bldgs / Grounds	25,532	5,156	29,000	34,000
	Equipment	23,360	22,818	25,000	25,000
	Herbicide	13,644	4,763	15,000	15,000
		129,027	75,193	176,000	**181,000**
	RECREATION				
	Rec Wages	46,572	58,323	72,000	77,000
	Supplies	13,217	6,299	18,000	18,000
	Special Events	16,234	10,207	18,000	18,000
		76,023	74,828	108,000	**113,000**
	Total Expenses	308,556	217,359	389,000	**416,000**
	TRANSFERS				
	Budget Surplus - Out	46,141			
Net Income:		(0)	84,665	(29,914)	**(0)**

Below does not include recently received new special assessments. New assessments = $2.5M for $200,000 annual pmt.

SPECIAL ASSESSMENT FUNDS - Horace Parks					
		2025	YTD 7/26	Current Budget	**2027**
Revenue:					
	Property Taxes	102,582	399,633	515,155	793,178
		102,582	399,633	515,155	**793,178**
Expenses:					
	Cass County	134,130	247,027	235,000	18,000
	Specials Refi 26		181,824	0	282,000
PID	Freed Park		216,321	200,000	175,000
PID	Independence Park			80,000	168,000
	Previous Specials Paid			0	150,000
		134,130	645,171	515,000	793,000
Net Income:		(31,548)	(245,538)	155	**178**

RECREATION FUND - Horace Parks					
		2025	YTD 7/26	Current Budget	**2027**
Revenue:					
	Property Taxes	198,166	171,048	251,280	277,335
		198,166	171,048	251,280	**277,335**
Expenses:					
	Capital Improvements	144,882	90,497	251,000	277,000
		144,882	90,497	251,000	**277,000**
	TRANSFERS				
	Budget Surplus - Out	53,284			
		53,284	0		
Net Income:		0	80,551	280	**335**

Questions or Comments

Justin Germundson

Clerk

Horace Parks

701-551-7119

justin@horaceparks.org

August 28, 2026

SPECIAL ASSESSMENT COMMISSION OBJECTION HEARING

HORACE PARK DISTRICT
PO BOX 161
HORACE, ND 58047-0161

Property Address: 8195 MEMORY LN
Parcel No: 15068001060000

Reference: Sewer, Storm, and Street Improvement District No. 2022-4 (Wall Avenue - West)

Why am I receiving this letter?

Your property is included in Sewer, Storm, and Street Improvement District No. 2022-4 (the "Project"); the City of Horace (the "City") completed infrastructure improvements for the Project that benefit your property. This letter provides information on the Project and proposed special assessments being levied to pay for the Project. The special assessment process for this Project was started last year but postponed to 2026 to explore alternate assessment methodologies.

What is the Project and why do we need it?

The Project consisted of sanitary sewer and storm sewer improvements and construction of an arterial roadway for Wall Avenue West in conjunction with the Wall Avenue East project, which together addressed the need to expand the Wall Avenue corridor west of County Road 17 to an urban, arterial roadway.

A map of this improvement district, including Assessable Areas, is printed on the reverse side of this letter.

What is the cost of the Project? How much will I be assessed for the Project?

The City contributed $1,430,000 toward the regional cost of the Project, reducing the total special assessments to be levied for the Project to $9,230,000. The proposed special assessment amount for your property is $93,163.43.[1]

The special assessment list is posted here:
https://www.cityofhorace.com/government/special_assessments.php

What are the next steps?

The Special Assessment Commission will meet on **Wednesday, September 16, 2026, at 6:00 p.m.** at the Horace Meeting House, 7951 Jacks Way #116, Horace, ND, to hold an objection hearing regarding proposed special assessments for the Project. As an interested party, you may attend this hearing and voice objections to the proposed special assessment.

After the Special Assessment Commission confirms the special assessment list, the City Council will hold a special meeting to take action on the special assessments; the date and location of that special meeting will be published in *The Forum* and posted on the City's website. You must file a written appeal with the City Auditor prior to this special meeting in order to object to the proposed special assessment to the City Council – *this is not a public hearing*.

The special assessments for the Project will be spread out over 24 years, at an interest rate of 6.40%. You may pay your special assessment without bearing any interest, if paid within ten (10) days after the special assessments have been confirmed by the City Council.

How can I learn more about the Project?

More information regarding the Project can be found at the following website:
https://www.cityofhorace.com/government/construction_projects.php

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[1] The proposed special assessment amount may be changed at the discretion of the Special Assessment Commission and/or City Council in accordance with N.D.C.C. §§ 40-23-11 and 40-23-15, respectively.

August 28, 2026

SPECIAL ASSESSMENT COMMISSION OBJECTION HEARING

HORACE PARK DISTRICT
PO BOX 161
HORACE, ND 58047-0161

Property Address: 8873 LOST RIVER RD
Parcel No: 15280000400000

Reference: Sewer, Storm, and Street Improvement District No. 2022-4 (Wall Avenue - West)

Why am I receiving this letter?

Your property is included in Sewer, Storm, and Street Improvement District No. 2022-4 (the "Project"); the City of Horace (the "City") completed infrastructure improvements for the Project that benefit your property. This letter provides information on the Project and proposed special assessments being levied to pay for the Project. The special assessment process for this Project was started last year but postponed to 2026 to explore alternate assessment methodologies.

What is the Project and why do we need it?

The Project consisted of sanitary sewer and storm sewer improvements and construction of an arterial roadway for Wall Avenue West in conjunction with the Wall Avenue East project, which together addressed the need to expand the Wall Avenue corridor west of County Road 17 to an urban, arterial roadway.

A map of this improvement district, including Assessable Areas, is printed on the reverse side of this letter.

What is the cost of the Project? How much will I be assessed for the Project?

The City contributed $1,430,000 toward the regional cost of the Project, reducing the total special assessments to be levied for the Project to $9,230,000. The proposed special assessment amount for your property is $340,449.08.[1]

The special assessment list is posted here:
https://www.cityofhorace.com/government/special_assessments.php

What are the next steps?

The Special Assessment Commission will meet on **Wednesday, September 16, 2026, at 6:00 p.m.** at the Horace Meeting House, 7951 Jacks Way #116, Horace, ND, to hold an objection hearing regarding proposed special assessments for the Project. As an interested party, you may attend this hearing and voice objections to the proposed special assessment.

After the Special Assessment Commission confirms the special assessment list, the City Council will hold a special meeting to take action on the special assessments; the date and location of that special meeting will be published in *The Forum* and posted on the City's website. You must file a written appeal with the City Auditor prior to this special meeting in order to object to the proposed special assessment to the City Council – *this is not a public hearing*.

The special assessments for the Project will be spread out over 24 years, at an interest rate of 6.40%. You may pay your special assessment without bearing any interest, if paid within ten (10) days after the special assessments have been confirmed by the City Council.

How can I learn more about the Project?

More information regarding the Project can be found at the following website:
https://www.cityofhorace.com/government/construction_projects.php

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[1] The proposed special assessment amount may be changed at the discretion of the Special Assessment Commission and/or City Council in accordance with N.D.C.C. §§ 40-23-11 and 40-23-15, respectively.

August 28, 2026

SPECIAL ASSESSMENT COMMISSION OBJECTION HEARING

HORACE PARK DISTRICT
PO BOX 161
HORACE, ND 58047-0161

Property Address: PARK
Parcel No: 15068001200000

Reference: Sewer, Storm, and Street Improvement District No. 2022-4 (Wall Avenue - West)

Why am I receiving this letter?

Your property is included in Sewer, Storm, and Street Improvement District No. 2022-4 (the "Project"); the City of Horace (the "City") completed infrastructure improvements for the Project that benefit your property. This letter provides information on the Project and proposed special assessments being levied to pay for the Project. The special assessment process for this Project was started last year but postponed to 2026 to explore alternate assessment methodologies.

What is the Project and why do we need it?

The Project consisted of sanitary sewer and storm sewer improvements and construction of an arterial roadway for Wall Avenue West in conjunction with the Wall Avenue East project, which together addressed the need to expand the Wall Avenue corridor west of County Road 17 to an urban, arterial roadway.

A map of this improvement district, including Assessable Areas, is printed on the reverse side of this letter.

What is the cost of the Project? How much will I be assessed for the Project?

The City contributed $1,430,000 toward the regional cost of the Project, reducing the total special assessments to be levied for the Project to $9,230,000. The proposed special assessment amount for your property is $204,894.11.[1]

The special assessment list is posted here:
https://www.cityofhorace.com/government/special_assessments.php

What are the next steps?

The Special Assessment Commission will meet on **Wednesday, September 16, 2026, at 6:00 p.m.** at the Horace Meeting House, 7951 Jacks Way #116, Horace, ND, to hold an objection hearing regarding proposed special assessments for the Project. As an interested party, you may attend this hearing and voice objections to the proposed special assessment.

After the Special Assessment Commission confirms the special assessment list, the City Council will hold a special meeting to take action on the special assessments; the date and location of that special meeting will be published in *The Forum* and posted on the City's website. You must file a written appeal with the City Auditor prior to this special meeting in order to object to the proposed special assessment to the City Council – *this is not a public hearing*.

The special assessments for the Project will be spread out over 24 years, at an interest rate of 6.40%. You may pay your special assessment without bearing any interest, if paid within ten (10) days after the special assessments have been confirmed by the City Council.

How can I learn more about the Project?

More information regarding the Project can be found at the following website:
https://www.cityofhorace.com/government/construction_projects.php

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[1] The proposed special assessment amount may be changed at the discretion of the Special Assessment Commission and/or City Council in accordance with N.D.C.C. §§ 40-23-11 and 40-23-15, respectively.

August 28, 2026

SPECIAL ASSESSMENT COMMISSION OBJECTION HEARING

HORACE PARK DISTRICT
PO BOX 161
HORACE, ND 58047-0161

Property Address: N/A
Parcel No: 15282001660000

Reference: Sewer, Storm, and Street Improvement District No. 2022-4 (Wall Avenue - West)

Why am I receiving this letter?

Your property is included in Sewer, Storm, and Street Improvement District No. 2022-4 (the "Project"); the City of Horace (the "City") completed infrastructure improvements for the Project that benefit your property. This letter provides information on the Project and proposed special assessments being levied to pay for the Project. The special assessment process for this Project was started last year but postponed to 2026 to explore alternate assessment methodologies.

What is the Project and why do we need it?

The Project consisted of sanitary sewer and storm sewer improvements and construction of an arterial roadway for Wall Avenue West in conjunction with the Wall Avenue East project, which together addressed the need to expand the Wall Avenue corridor west of County Road 17 to an urban, arterial roadway.

A map of this improvement district, including Assessable Areas, is printed on the reverse side of this letter.

What is the cost of the Project? How much will I be assessed for the Project?

The City contributed $1,430,000 toward the regional cost of the Project, reducing the total special assessments to be levied for the Project to $9,230,000. The proposed special assessment amount for your property is $8,752.01.[1]

The special assessment list is posted here:
https://www.cityofhorace.com/government/special_assessments.php

What are the next steps?

The Special Assessment Commission will meet on **Wednesday, September 16, 2026, at 6:00 p.m.** at the Horace Meeting House, 7951 Jacks Way #116, Horace, ND, to hold an objection hearing regarding proposed special assessments for the Project. As an interested party, you may attend this hearing and voice objections to the proposed special assessment.

After the Special Assessment Commission confirms the special assessment list, the City Council will hold a special meeting to take action on the special assessments; the date and location of that special meeting will be published in *The Forum* and posted on the City's website. You must file a written appeal with the City Auditor prior to this special meeting in order to object to the proposed special assessment to the City Council – *this is not a public hearing*.

The special assessments for the Project will be spread out over 24 years, at an interest rate of 6.40%. You may pay your special assessment without bearing any interest, if paid within ten (10) days after the special assessments have been confirmed by the City Council.

How can I learn more about the Project?

More information regarding the Project can be found at the following website:
https://www.cityofhorace.com/government/construction_projects.php

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[1] The proposed special assessment amount may be changed at the discretion of the Special Assessment Commission and/or City Council in accordance with N.D.C.C. §§ 40-23-11 and 40-23-15, respectively.

August 28, 2026

SPECIAL ASSESSMENT COMMISSION OBJECTION HEARING

HORACE PARK DISTRICT
PO BOX 161
HORACE, ND 58047-0161

Property Address: [See Attached List]
Parcel No: [See Attached List]

Reference: Storm and Street Improvement District No. 2022-3 (Wall Avenue - East)

Why am I receiving this letter?

Your property is included in Storm and Street Improvement District No. 2022-3 (the "Project"); the City of Horace (the "City") completed infrastructure improvements for the Project that benefit your property. This letter provides information on the Project and proposed special assessments being levied to pay for the Project. The special assessment process for this Project was started last year but postponed to 2026 to explore alternate assessment methodologies.

What is the Project and why do we need it?

The Project consisted of storm sewer improvements and construction of an arterial roadway for Wall Avenue East in conjunction with the Wall Avenue West project, which together addressed the need to expand the Wall Avenue corridor west of County Road 17 to an urban, arterial roadway.

A map of this improvement district, including Assessable Areas, is printed on the reverse side of this letter.

What is the cost of the Project? How much will I be assessed for the Project?

The City contributed $860,000 toward the regional cost of the Project, reducing the total special assessments to be levied for the Project to $5,130,000. The proposed special assessment amount for your property is [See Attached List].[1]

The special assessment list is posted here:
https://www.cityofhorace.com/government/special_assessments.php

What are the next steps?

The Special Assessment Commission will meet on **Wednesday, September 16, 2026, at 6:00 p.m.** at the Horace Meeting House, 7951 Jacks Way #116, Horace, ND, to hold an objection hearing regarding proposed special assessments for the Project. As an interested party, you may attend this hearing and voice objections to the proposed special assessment.

After the Special Assessment Commission confirms the special assessment list, the City Council will hold a special meeting to take action on the special assessments; the date and location of that special meeting will be published in *The Forum* and posted on the City's website. You must file a written appeal with the City Auditor prior to this special meeting in order to object to the proposed special assessment to the City Council – *this is not a public hearing*.

The special assessments for the Project will be spread out over 24 years, at an interest rate of 6.40%. You may pay your special assessment without bearing any interest, if paid within ten (10) days after the special assessments have been confirmed by the City Council.

How can I learn more about the Project?

More information regarding the Project can be found at the following website:
https://www.cityofhorace.com/government/construction_projects.php

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[1] The proposed special assessment amount may be changed at the discretion of the Special Assessment Commission and/or City Council in accordance with N.D.C.C. §§ 40-23-11 and 40-23-15, respectively.

OwnerName	PIN	Property Address	Subdivision	Lot	Block	Assessment
HORACE PARK DISTRICT	15025000430000	420 LIBERTY LN	Arrowwood	9	3	$4,962.70
HORACE PARK DISTRICT	15280000400000	8873 LOST RIVER RD	Lost River Addition	1	5	$97,590.55
HORACE PARK DISTRICT	15282001660000	N/A	Lost River 5th Addition	1	8	$2,508.78
HORACE PARK DISTRICT	15061000270000	PARK	Orth-Golberg 2nd	14	2	$8,933.93
HORACE PARK DISTRICT	15081000280010	PARK	Replat of Blocks 6 & 7 Sheyenne Country Estates Addn	2	2	$2,333.79
HORACE PARK DISTRICT	15068001060000	8195 MEMORY LN	River's Edge 2nd Addition	4	9	$26,705.52
HORACE PARK DISTRICT	15068001200000	PARK	River's Edge 2nd Addition	18	9	$58,733.39
HORACE PARK DISTRICT	15080000230000	PARK	Sheyenne Country Estates	14	2	$43,576.19

August 31, 2026

SPECIAL ASSESSMENT COMMISSION OBJECTION HEARING

HORACE PARK DISTRICT
PO BOX 161
HORACE, ND 58047-0161

Property Address: N/A
Parcel No: 15110700330000

Reference: Water, Sewer, Storm, and Street Improvement District No. 2023-4 (64th Avenue-CR 17 East)

Why am I receiving this letter?

Your property is included in Water, Sewer, Storm, and Street Improvement District No. 2023-4 (the "Project"); the City of Horace (the "City") recently completed infrastructure improvements for the Project that benefit your property. This letter provides information on the Project and proposed special assessments being levied to pay for the Project.

What is the Project and why do we need it?

The Project consisted of improvement of the 64th Avenue Corridor, a concrete, 3-lane, arterial street connecting surrounding communities and new residential developments in this area; a new street section installed at 62nd St. S (asphalt pavement); and public infrastructure including water, sanitary sewer, storm sewer, curb and gutter, streetlights, multi-use path, and associated items.

A map of this improvement district, including Assessable Areas, is printed on the reverse side of this letter.

What is the cost of the Project? How much will I be assessed for the Project?

The City contributed $1,578,378 toward the regional cost of the Project, reducing the total special assessments to be levied for the Project to $7,780,000. The proposed City assessment amount for your property is $24,049.04.[1] Cass Rural Water Users District will also levy special assessments for the Project; information on those assessments will be provided by Cass Rural Water Users District.

The assessment list is posted here: *https://www.cityofhorace.com/government/special_assessments.php*

What are the next steps?

The Special Assessment Commission will meet on **Tuesday, September 15, 2026, at 6:00 p.m.** at the Horace Meeting House, 7951 Jacks Way #116, Horace, ND, to hold an objection hearing regarding proposed special assessments for the Project. As an interested party, you may attend this hearing and voice objections to the proposed special assessment.

After the Special Assessment Commission confirms the special assessment list, the City Council will hold a special meeting to take action on the special assessments; the date and location of that special meeting will be published in *The Forum* and posted on the City's website. You must file a written appeal with the City Auditor prior to this special meeting in order to object to the proposed special assessment to the City Council – *this is not a public hearing*.

The special assessments for the Project will be spread out over 26 years, at an interest rate of 6.17%. You may pay your special assessment without bearing any interest, if paid within ten (10) days after the special assessments have been confirmed by the City Council.

How can I learn more about the Project?

More information regarding the Project can be found at the following website:
https://www.cityofhorace.com/government/construction_projects.php

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[1] The proposed special assessment amount may be changed at the discretion of the Special Assessment Commission and/or City Council in accordance with N.D.C.C. §§ 40-23-11 and 40-23-15, respectively.

August 31, 2026

SPECIAL ASSESSMENT COMMISSION OBJECTION HEARING

HORACE CITY PARK DISTRICT
PO BOX 161
HORACE, ND 58047-0161

Property Address: PARK
Parcel No: 15110000020000

Reference: Water, Sewer, Storm, and Street Improvement District No. 2023-4 (64th Avenue-CR 17 East)

Why am I receiving this letter?

Your property is included in Water, Sewer, Storm, and Street Improvement District No. 2023-4 (the "Project"); the City of Horace (the "City") recently completed infrastructure improvements for the Project that benefit your property. This letter provides information on the Project and proposed special assessments being levied to pay for the Project.

What is the Project and why do we need it?

The Project consisted of improvement of the 64th Avenue Corridor, a concrete, 3-lane, arterial street connecting surrounding communities and new residential developments in this area; a new street section installed at 62nd St. S (asphalt pavement); and public infrastructure including water, sanitary sewer, storm sewer, curb and gutter, streetlights, multi-use path, and associated items.

A map of this improvement district, including Assessable Areas, is printed on the reverse side of this letter.

What is the cost of the Project? How much will I be assessed for the Project?

The City contributed $1,578,378 toward the regional cost of the Project, reducing the total special assessments to be levied for the Project to $7,780,000. The proposed City assessment amount for your property is $227,691.94.[1] Cass Rural Water Users District will also levy special assessments for the Project; information on those assessments will be provided by Cass Rural Water Users District.

The assessment list is posted here: *https://www.cityofhorace.com/government/special_assessments.php*

What are the next steps?

The Special Assessment Commission will meet on **Tuesday, September 15, 2026, at 6:00 p.m.** at the Horace Meeting House, 7951 Jacks Way #116, Horace, ND, to hold an objection hearing regarding proposed special assessments for the Project. As an interested party, you may attend this hearing and voice objections to the proposed special assessment.

After the Special Assessment Commission confirms the special assessment list, the City Council will hold a special meeting to take action on the special assessments; the date and location of that special meeting will be published in *The Forum* and posted on the City's website. You must file a written appeal with the City Auditor prior to this special meeting in order to object to the proposed special assessment to the City Council – *this is not a public hearing*.

The special assessments for the Project will be spread out over 26 years, at an interest rate of 6.17%. You may pay your special assessment without bearing any interest, if paid within ten (10) days after the special assessments have been confirmed by the City Council.

How can I learn more about the Project?

More information regarding the Project can be found at the following website:
https://www.cityofhorace.com/government/construction_projects.php

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[1] The proposed special assessment amount may be changed at the discretion of the Special Assessment Commission and/or City Council in accordance with N.D.C.C. §§ 40-23-11 and 40-23-15, respectively.

September 1, 2026

SPECIAL ASSESSMENT COMMISSION OBJECTION HEARING

HORACE PARK DISTRICT
PO BOX 161
HORACE ND 58047-0161

Property Address: [See Attached List]
Parcel No: [See Attached List]

Reference: Water, Sewer, Storm, and Street Improvement District No. 2024-6 (Willow Grove Addition)

Why am I receiving this letter?

Your property is included in Water, Sewer, Storm, and Street Improvement District No. 2024-6 (the "Project"); the City of Horace (the "City") recently completed infrastructure improvements for the Project that benefit your property. This letter provides information on the Project and proposed special assessments being levied to pay for the Project.

What is the Project and why do we need it?

The Project consisted of installation of public infrastructure for Willow Grove Addition, including water, sanitary sewer, storm sewer, regional storm sewer detention pond, concrete streets, asphalt streets, curbs and gutters, streetlights, multi-use path, and associated items.

A map of this improvement district, including Assessable Areas, is printed on the reverse side of this letter.

What is the cost of the Project? How much will I be assessed for the Project?

The City contributed $1,075,000 toward the regional cost of the Project, reducing the total special assessments to be levied for the Project to $11,675,000. The proposed City assessment amount for your property is [See Attached List].[2] Cass Rural Water Users District will also levy special assessments for the Project; information on those assessments will be provided by Cass Rural Water Users District.

The assessment list is posted here: *https://www.cityofhorace.com/government/special_assessments.php*

What are the next steps?

The Special Assessment Commission will meet on **Tuesday, September 15, 2026, at 6:00 p.m.** at the Horace Meeting House, 7951 Jacks Way #116, Horace, ND, to hold an objection hearing regarding proposed special assessments for the Project. As an interested party, you may attend this hearing and voice objections to the proposed special assessment.

After the Special Assessment Commission confirms the special assessment list, the City Council will hold a special meeting to take action on the special assessments; the date and location of that special meeting will be published in *The Forum* and posted on the City's website. You must file a written appeal with the City Auditor prior to this special meeting in order to object to the proposed special assessment to the City Council – *this is not a public hearing*.

The special assessments for the Project will be spread out over 24 years, at an interest rate of 6.38%. You may pay your special assessment without bearing any interest, if paid within ten (10) days after the special assessments have been confirmed by the City Council.

How can I learn more about the Project?

More information regarding the Project can be found at the following website:

https://www.cityofhorace.com/government/construction_projects.php

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[2] The proposed special assessment amount may be changed at the discretion of the Special Assessment Commission and/or City Council in accordance with N.D.C.C. §§ 40-23-11 and 40-23-15, respectively.

Owner Name	Parcel No.	Property Address	Subdivision	Lot	Block	Assessment
HORACE PARK DISTRICT	15-3330-00600-000	N/A	Willow Grove 1st Addition	16	4	$210,913.95
HORACE PARK DISTRICT	15-3330-00720-000	N/A	Willow Grove 1st Addition	12	5	$101,216.51
HORACE PARK DISTRICT	15-3410-00820-000	N/A	Willow Grove 2nd Addition	11	3	$34,120.58
HORACE PARK DISTRICT	15-3410-00870-000	N/A	Willow Grove 2nd Addition	4	4	$19,016.02
HORACE PARK DISTRICT	15-3410-01440-000	N/A	Willow Grove 2nd Addition	8	9	$115,804.32

September 1, 2026

SPECIAL ASSESSMENT COMMISSION OBJECTION HEARING

HORACE PARK DISTRICT
PO BOX 161
HORACE ND 58047-0161

Property Address: 595 LUTHER AVE
Parcel No: 15-1220-00140-000

Reference: Water, Sewer, Storm, and Street Improvement District No. 2025-6 (Sparks Addition & 8th Avenue)

Why am I receiving this letter?

Your property is included in Water, Sewer, Storm, and Street Improvement District No. 2025-6 (the "Project"); the City of Horace (the "City") recently completed infrastructure improvements for the Project that benefit your property. This letter provides information on the Project and proposed special assessments being levied to pay for the Project.

What is the Project and why do we need it?

The Project consisted of the installation of public infrastructure for Sparks Addition and the 8th Avenue Corridor including water, sanitary sewer, storm sewer, concrete and asphalt street improvements, curb and gutter, sidewalks and multi-use path, streetlights, and associated items.

A map of this improvement district, including Assessable Areas, is printed on the reverse side of this letter.

What is the cost of the Project? How much will I be assessed for the Project?

The total cost of the Project is $12,785,000. The proposed assessment amount for your property is $13,175.16.[15]

The assessment list is posted here: *https://www.cityofhorace.com/government/special_assessments.php*

What are the next steps?

The Special Assessment Commission will meet on **Tuesday, September 15, 2026, at 6:00 p.m.** at the Horace Meeting House, 7951 Jacks Way #116, Horace, ND, to hold an objection hearing regarding proposed special assessments for the Project. As an interested party, you may attend this hearing and voice objections to the proposed special assessment.

After the Special Assessment Commission confirms the special assessment list, the City Council will hold a special meeting to take action on the special assessments; the date and location of that special meeting will be published in *The Forum* and posted on the City's website. You must file a written appeal with the City Auditor prior to this special meeting in order to object to the proposed special assessment to the City Council – *this is not a public hearing*.

The special assessments for the Project will be spread out over 24 years, at an interest rate of 6.38%. You may pay your special assessment without bearing any interest, if paid within ten (10) days after the special assessments have been confirmed by the City Council.

How can I learn more about the Project?

More information regarding the Project can be found at the following website:

https://www.cityofhorace.com/government/construction_projects.php

[15] The proposed special assessment amount may be changed at the discretion of the Special Assessment Commission and/or City Council in accordance with N.D.C.C. §§ 40-23-11 and 40-23-15, respectively.

September 1, 2026

SPECIAL ASSESSMENT COMMISSION OBJECTION HEARING

HORACE PARK DISTRICT
PO BOX 161
HORACE ND 58047-0161

Property Address: [See Attached List]
Parcel No: [See Attached List]

Reference: Water, Sewer, Storm, and Street Improvement District No. 2025-5 (Luther Avenue)

Why am I receiving this letter?

Your property is included in Water, Sewer, Storm, and Street Improvement District No. 2025-5 (the "Project"); the City of Horace (the "City") recently completed infrastructure improvements for the Project that benefit your property. This letter provides information on the Project and proposed special assessments being levied to pay for the Project.

What is the Project and why do we need it?

The Project consisted of the installation of Luther Avenue, a collector street for residential, commercial, and industrial developments in this area. The roadway was constructed from concrete to accommodate high traffic and is a two-lane urban section approximately 4,000 feet long. Public infrastructure installation included water, sanitary sewer, storm sewer, street improvements, streetlights, multi-use path, and associated items.

A map of this improvement district, including Assessable Areas, is printed on the reverse side of this letter.

What is the cost of the Project? How much will I be assessed for the Project?

The City contributed $1,185,000 toward the regional cost of the Project, reducing the total special assessments to be levied for the Project to $6,430,000. The proposed assessment amount for your property is [See Attached List].[1]

The assessment list is posted here: *https://www.cityofhorace.com/government/special_assessments.php*

What are the next steps?

The Special Assessment Commission will meet on **Tuesday, September 15, 2026, at 6:00 p.m.** at the Horace Meeting House, 7951 Jacks Way #116, Horace, ND, to hold an objection hearing regarding proposed special assessments for the Project. As an interested party, you may attend this hearing and voice objections to the proposed special assessment.

After the Special Assessment Commission confirms the special assessment list, the City Council will hold a special meeting to take action on the special assessments; the date and location of that special meeting will be published in *The Forum* and posted on the City's website. You must file a written appeal with the City Auditor prior to this special meeting in order to object to the proposed special assessment to the City Council – *this is not a public hearing*.

The special assessments for the Project will be spread out over 24 years, at an interest rate of 6.38%. You may pay your special assessment without bearing any interest, if paid within ten (10) days after the special assessments have been confirmed by the City Council.

How can I learn more about the Project?

More information regarding the Project can be found at the following website:

https://www.cityofhorace.com/government/construction_projects.php

[1] The proposed special assessment amount may be changed at the discretion of the Special Assessment Commission and/or City Council in accordance with N.D.C.C. §§ 40-23-11 and 40-23-15, respectively.

Owner Name	Parcel No.	Property Address	Subdivision	Lot	Block	Assessement
HORACE PARK DISTRICT	15-0860-00660-000	PARK	Prairie View Addition	12	4	$30,412.78
HORACE PARK DISTRICT	15-1220-00140-000	595 LUTHER AVE	Sparks 2nd Addition	1	3	$9,072.73
HORACE PARK DISTRICT	15-1220-00150-000	925 YOU BETCHA DR	Sparks 2nd Addition	2	3	$4,007.25
HORACE PARK DISTRICT	15-1220-00210-000	253 SPARKS BLVD	Sparks 2nd Addition	1	4	$43,373.06
HORACE PARK DISTRICT	15-2950-00460-000	N/A	Terra Gardens Addition	15	3	$26,029.32
HORACE PARK DISTRICT	15-2950-00770-000	N/A	Terra Gardens Addition	6	5	$51,929.99
HORACE PARK DISTRICT	15-2955-00210-000	N/A	Terra Gardens 2nd Addition	21	1	$1,310.22
HORACE PARK DISTRICT	15-2957-00110-000	411 LIONHEART DR	Terra Gardens 3rd Addition	11	1	$3,812.13
HORACE PARK DISTRICT	15-0200-13082-000	CITY LOT	Unplatted			$63,019.72
HORACE PARK DISTRICT	15-0200-13083-010	108 MAIN ST	Unplatted			$270.26

September 1, 2026

SPECIAL ASSESSMENT COMMISSION OBJECTION HEARING

HORACE PARK DISTRICT
PO BOX 161
HORACE ND 58047-0161

Property Address: 253 SPARKS BLVD
Parcel No: 15-1220-00210-000

Reference: Water, Sewer, Storm, and Street Improvement District No. 2025-6 (Sparks Addition & 8th Avenue)

Why am I receiving this letter?

Your property is included in Water, Sewer, Storm, and Street Improvement District No. 2025-6 (the "Project"); the City of Horace (the "City") recently completed infrastructure improvements for the Project that benefit your property. This letter provides information on the Project and proposed special assessments being levied to pay for the Project.

What is the Project and why do we need it?

The Project consisted of the installation of public infrastructure for Sparks Addition and the 8th Avenue Corridor including water, sanitary sewer, storm sewer, concrete and asphalt street improvements, curb and gutter, sidewalks and multi-use path, streetlights, and associated items.

A map of this improvement district, including Assessable Areas, is printed on the reverse side of this letter.

What is the cost of the Project? How much will I be assessed for the Project?

The total cost of the Project is $12,785,000. The proposed assessment amount for your property is $518,162.92.[17]

The assessment list is posted here: *https://www.cityofhorace.com/government/special_assessments.php*

What are the next steps?

The Special Assessment Commission will meet on **Tuesday, September 15, 2026, at 6:00 p.m.** at the Horace Meeting House, 7951 Jacks Way #116, Horace, ND, to hold an objection hearing regarding proposed special assessments for the Project. As an interested party, you may attend this hearing and voice objections to the proposed special assessment.

After the Special Assessment Commission confirms the special assessment list, the City Council will hold a special meeting to take action on the special assessments; the date and location of that special meeting will be published in *The Forum* and posted on the City's website. You must file a written appeal with the City Auditor prior to this special meeting in order to object to the proposed special assessment to the City Council – *this is not a public hearing*.

The special assessments for the Project will be spread out over 24 years, at an interest rate of 6.38%. You may pay your special assessment without bearing any interest, if paid within ten (10) days after the special assessments have been confirmed by the City Council.

How can I learn more about the Project?

More information regarding the Project can be found at the following website:

https://www.cityofhorace.com/government/construction_projects.php

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[17] The proposed special assessment amount may be changed at the discretion of the Special Assessment Commission and/or City Council in accordance with N.D.C.C. §§ 40-23-11 and 40-23-15, respectively.

September 1, 2026

SPECIAL ASSESSMENT COMMISSION OBJECTION HEARING

HORACE PARK DISTRICT
PO BOX 161
HORACE ND 58047-0161

Property Address: 925 YOU BETCHA DR
Parcel No: 15-1220-00150-000

Reference: Water, Sewer, Storm, and Street Improvement District No. 2025-6 (Sparks Addition & 8th Avenue)

Why am I receiving this letter?

Your property is included in Water, Sewer, Storm, and Street Improvement District No. 2025-6 (the "Project"); the City of Horace (the "City") recently completed infrastructure improvements for the Project that benefit your property. This letter provides information on the Project and proposed special assessments being levied to pay for the Project.

What is the Project and why do we need it?

The Project consisted of the installation of public infrastructure for Sparks Addition and the 8th Avenue Corridor including water, sanitary sewer, storm sewer, concrete and asphalt street improvements, curb and gutter, sidewalks and multi-use path, streetlights, and associated items.

A map of this improvement district, including Assessable Areas, is printed on the reverse side of this letter.

What is the cost of the Project? How much will I be assessed for the Project?

The total cost of the Project is $12,785,000. The proposed assessment amount for your property is $83,125.74.[16]

The assessment list is posted here: *https://www.cityofhorace.com/government/special_assessments.php*

What are the next steps?

The Special Assessment Commission will meet on **Tuesday, September 15, 2026, at 6:00 p.m.** at the Horace Meeting House, 7951 Jacks Way #116, Horace, ND, to hold an objection hearing regarding proposed special assessments for the Project. As an interested party, you may attend this hearing and voice objections to the proposed special assessment.

After the Special Assessment Commission confirms the special assessment list, the City Council will hold a special meeting to take action on the special assessments; the date and location of that special meeting will be published in *The Forum* and posted on the City's website. You must file a written appeal with the City Auditor prior to this special meeting in order to object to the proposed special assessment to the City Council – *this is not a public hearing*.

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How can I learn more about the Project?

More information regarding the Project can be found at the following website:

https://www.cityofhorace.com/government/construction_projects.php

[16] The proposed special assessment amount may be changed at the discretion of the Special Assessment Commission and/or City Council in accordance with N.D.C.C. §§ 40-23-11 and 40-23-15, respectively.

Outlook

Southdale Farms Baseball Field Bids

From Jim Dahlman <Jim.Dahlman@interstateeng.com>
To Paige Shockman <paige@horaceparks.org>
Cc Wade Frank <wade@horaceparks.org>; Justin Germundson <justin@horaceparks.org>; Loren Bothun <Loren.Bothun@interstateeng.com>

Paige,

Unfortunately, the Horace Park District did not receive any bids this afternoon for the Southdale Farms baseball practice fields.

There were four prime bidder plan holders – Border States Paving, Dirt Dynamics, Duininck, and KPH.

Loren received questions from Park and Play (Dakota Playground) and Duininck, as well as discussed, the project with Dirt Dynamics. He will reach out to see what information we can get regarding the lack of bids. I am not sure if it was a timing issue or Contractor that do this type of work are scrambling to get their current projects closed out prior to winter.

We will update the Park District with any information we can find out.

The Park District does have the ability to rebuild the project in the near future.

Thank You

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

Outlook

September Agenda Item

From Paige Shockman <paige@horaceparks.org>
Date Tue 8/25/2026 1:01 PM
To Justin Germundson <justin@horaceparks.org>

Add Indoor Tennis Facility to the agenda in September please.

Paige Shockman

INTERSTATE ENGINEERING
Professionals You Need, People You Trust.

September 23rd, 2026

Paige Shockman, President
Horace Park District
215 Park Drive E
PO Box 161
Horace, ND 58047
Via email: jusin@horaceparks.org

Park Signage Design Services
Horace, ND

Dear Mrs. Shockman:

Attached please find the proposal for Park Signage Design Services as requested.

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.

Haley Lind

Haley Lind, ALSA

Attachment:

September 23, 2026

To: Horace Park District (via email jusin@horaceparks.org)

Project Description: Park Identity & Signage System

Horace, North Dakota

Proposal For: Park Signage Design Services

Dear Paige Shockman and Park Board Commissioners:

Interstate Engineering is pleased to submit a proposal for park signage design services. This service is based on conversation with the Park District on September 28th. This letter details our understanding of the project, proposed scope of services, schedule, and compensation.

Project Understanding

It is our understanding that Horace Park District desires to establish a cohesive parks signage system that creates a consistent visual standard across existing and future parks. The project is intended to improve park identification, visitor orientation, regulatory messaging, and overall user experience while reflecting the character of the Horace community and supporting future implementation.

Based on our current understanding, services will include updating the existing park inventories; facilitating Park Board visioning and concept review meetings; developing brand standards consistent with the City's and Park District's identity; and preparing schematic concepts for a signage family comprising a large monument sign, park site plan sign, and small park rules sign. Services will also include recommending sign locations and preparing detailed cut sheets for each sign type to support future budgeting, fabrication, and installation. See the Exclusions section for services not included in this proposal.

SCOPE OF SERVICES

To meet the project goal, Interstate Engineering proposes to provide the following professional services:

1) Existing Conditions Inventory
   a) Interstate Engineering will update the June 19, 2025, park inventory to document only the amenities listed below, which will be represented as icons on each park's large monument sign. (list to be finalized by park board)

      (1) Playgrounds by user age
      (2) Bathrooms (yes/no)
      (3) Baby changing station (yes/no)
      (4) Water fountains (yes/no)
      (5) Pickleball (yes/no/amount)
      (6) Shelter (yes/no/amount)
      (7) Off street parking (yes/no)
      (8) Skating rink (yes/no)
      (9) Warming house (yes/no)
      (10) Basketball courts (yes/no/amount)
      (11) Softball/baseball field (yes/no)

2) Park Board Design Workshops & Review Meetings
   a) Interstate Engineering will hold a preliminary visioning session with the Park Board to determine the goals, character, and desired amenities for the new park signage.
      (1) Held 9/2/2026 with Paige Shockman
   b) Interstate Engineering will conduct up to three concept review meetings with park board staff to determine the preferred design out of three presented concepts. Interstate Engineering will refine the three designs based on feedback and present a final concept to the board.

3) Brand Standards Document (follows Park District standards)
   a) Interstate Engineering will develop a brand standards document that will outline the final signage family design to be implemented at existing and future parks. The document will contain design guidelines emphasizing community identity such as:
      i) Color palette hex codes
      ii) Typography family
      iii) Iconography
      iv) Logo placement
      v) Materials palette
      vi) Reflectivity considerations
      vii) Sign dimensions
      viii) Sign placement
      ix) Implementation guidelines
   b) Interstate Engineering will coordinate with Emergency Medical Services, the City of Horace, and Cass County to confirm that each park's official name and address are accurately documented within the EMS system. If no address is listed, Interstate will make sure one is generated.

4) Signage System Design

a) Interstate Engineering will develop a coordinated family of three sign types: large monuments, site plan signs, and park rules signs. Final quantities and locations will be confirmed through the existing conditions inventory and schematic design process. The completed signage system will establish a consistent identity across existing parks and provide a customizable standard for future park developments.

i) Large monument signs will identify primary park entrances and display the park name, key amenities, emergency address, and Horace Parks logo.

ii) Site plan signs will support wayfinding at larger district parks and be installed at park entrances or incorporated into the reverse side of a large monument sign. Each sign will feature a rendered park plan, a "You Are Here" marker, the Horace Parks logo, and sponsor logos where applicable and desired.

iii) Park rules signs will be located at playgrounds and will communicate the intended user age range, park rules and hours, dog leash requirements, emergency instructions, the Horace Parks logo, and contact information for reporting maintenance concerns.

	Signage Type		
	Monument	Site Plan	Rules
Meadowlark	✓	✓	✓
Freed	✓	✓	✓
Independence	✓		✓
Horace Lions	✓		✓
Terra Gardens	✓		✓
Adelman	✓		✓
Arrowwood	✓		✓
Southdale Farms	✓		✓
Willow Court	✓		✓

DELIVERABLES

1) Existing conditions inventory
    a) Travel
2) Design workshops / review meetings
    a) Coordination
    b) Official Park names and addresses
    c) Meetings
3) Brand Standards Document
    a) Parks inventory report
    b) Rendered site plans for Meadowlark Park and Freed Park
    c) Complete signage family renderings
    d) Plan exhibits showing proposed signage locations at existing parks
4) Signage System Design
    a) Preliminary design renderings
    b) Typical detail cut sheets for each signage type
    c) Final opinion of Probable Cost
    d) Solicitation of quotes and contractors

EXCLUSIONS

The following items are excluded from this Scope of Work and can be provided for an additional fee:

1) Construction Documents, Bid Phase Services,
2) Construction Phase Services, and Post-Construction Services.
3) Lighting Design.
4) Planting Design.
5) Playground Design
6) LEED, Green Globes, SITES, or other sustainable design standards.
7) Public engagement or consensus building.
8) Property Boundary/Cadastral Surveying.
9) Permitting or fees for permitting.
10) Traffic Control Plan.
11) Value engineering efforts.
12) Geotechnical investigations
13) NEPA/MEPA, Environmental Impact Statements or Reviews, or Cultural Resource Assessments.
14) Prepare a Stormwater pollution prevention plan for the State of ND.
15) Redesign efforts driven by significant Owner changes after a final review meeting.
16) Coordination with utilities about relocations if needed.
17) Additional tasks as assigned by the OWNER.

SCHEDULE

The schedule below is organized by project phase and identifies the anticipated deliverables for each stage. The completed materials will support Park Board review, budgeting, and phased fabrication and installation over the next zero to three years.

This draft schedule assumes authorization to proceed following the September 28, 2026 Park Board meeting and may be adjusted based on Park Board availability, review timelines, and the final scope of services.

Phase	Timeframe	Activities and Deliverables
Phase 1 Coordination	October 2026	Authorize the project to begin; complete kickoff coordination and information requests; confirm official park names and addresses; and conduct design meetings.
Phase 2 Schematic Design	Oct-Nov 2026	Update the park inventory and prepare report; develop preliminary brand standards and signage family concepts; present preliminary renderings; and prepare a preliminary opinion of probable cost.
Phase 2 Review	Nov 2026–Jan 2027	Conduct up to three concept review meetings, refine the alternatives based on Park Board feedback, and select the final design direction.
Phase 3 Final Design	Jan–Feb 2027	Prepare the branding guidelines document; rendered site plans for Meadowlark Park and Freed Park; complete signage family renderings; proposed sign-location exhibits; typical detail cut sheets; and the final opinion of probable cost.
Phase 3 Completion	February 2027	Complete final revisions, submit the final design package for Park Board review and solicit contractor and fabricator quotes.

COMPENSATION

Interstate Engineering will perform the tasks described in the Scope of Services for a fee to be determined. The fee will be organized by the following anticipated service buckets:

	Deliverable	Fee	Type
1	Existing Conditions Inventory: Travel	$800.00	Time and Expense
2	Design Workshops/Review Meetings/ Coordination	$4,200.00	Hourly
3	Brand Standards Document	$15,000.00	Lump Sum
4	Signage System Design	$10,000.00	Lump Sum
	TOTAL	**$30,000.00**	

Invoicing will be done on a monthly basis as a percent complete basis. Time and Expense tasks will be invoiced in accordance with our rate schedule (attached).

ACCEPTANCE

Should you find this proposal acceptable, please have the authorized representative sign below and return one (1) fully executed copy to Interstate Engineering. Receipt of a fully executed proposal will serve as our Notice to Proceed. Interstate Engineering will follow up with an EJCDC Short Form of Agreement for Engineering Services.

We appreciate the opportunity to submit this proposal and look forward to working with you on this project. If you have any questions or need additional information, please call Haley Lind at (701)361-9591 or email haley.lind@interstateeng.com.

This proposal is valid for 30 days from the date of submission.

Sincerely,

INTERSTATE ENGINEERING, INC.

Haley Lind	Jim Dahlman
Project Manager	RVP/Client Manager

The Owner hereby accepts the proposal outlined above and does hereby authorize interstate engineering to perform the services described.

Approved By:

_____

Paige Shockman — Park Board President

_____

Signature — Date

INTERSTATE ENGINEERING

SCHEDULE OF RATES
ATTACHMENT #1

	Hourly Rate
Engineers	
ENG I	$137.00
ENG II	$152.00
ENG III	$167.00
ENG IV	$182.00
ENG V	$197.00
ENG VI	$212.00
ENG VII	$227.00
ENG VIII	$242.00
ENG IX	$262.00
ENG X	$280.00
Surveyors	
SURV I	$113.00
SURV II	$128.00
SURV III	$143.00
SURV IV	$158.00
SURV V	$173.00
SURV VI	$188.00
SURV VII	$203.00
SURV VIII	$218.00
SURV IX	$233.00
SURV X	$255.00

	Hourly Rate
Planners	
PLANNER I	$125.00
PLANNER II	$150.00
PLANNER III	$175.00
PLANNER IV	$200.00
PLANNER V	$225.00
Landscape Architects	
LA I	$120.00
LA II	$140.00
LA III	$160.00
LA IV	$180.00
LA V	$200.00
Funding	
FUNDING I	$125.00
FUNDING II	$150.00
FUNDING III	$175.00
FUNDING IV	$200.00
Administrative	
ADMIN I	$ 93.00
ADMIN II	$100.00
ADMIN III	$107.00

	Hourly Rate
Technicians	
TECH I	$ 92.00
TECH II	$107.00
TECH III	$122.00
TECH IV	$137.00
TECH V	$152.00
TECH VI	$167.00
TECH VII	$182.00
TECH VIII	$197.00
TECH IX	$212.00
TECH X	$235.00
GIS	
GIS I	$120.00
GIS II	$140.00
GIS III	$160.00
GIS IV	$180.00
GIS V	$200.00
Information Technologists	
IT I	$145.00
IT II	$195.00
Expert Witness	$400.00

CHARGEABLE EXPENSES

Subsistence	Actual cost
Subconsultant Services – Geotechnical	Actual cost plus 15%
Subconsultant Services – Other	Actual cost plus 10%
Survey Materials Required	Actual cost plus 25%
Plat Certification per Certification	$35.00
Recordation per Monument	$35.00
24" x 36" Prints per Page	$9.00
Other Miscellaneous Project Expenses	Actual cost

Travel Vehicle	$0.85 per mile
Survey Vehicle	$0.95 per mile
ATV	$75.00 per day
ATV with Tracks	$125.00 per day
UTV	$150.00 per day
UTV with Tracks	$200.00 per day
Snowmobile	$200.00 per day

Any and all sales and use tax, TERO or other special fees which apply to this contract.

INTERSTATE ENGINEERING
Professionals You Need, People You Trust.

September 24th, 2026

Paige Shockman, President
Horace Park District
215 Park Drive E
PO Box 161
Horace, ND 58047
Via email: jusin@horaceparks.org

Park Finder Application
Horace, ND

Dear Mrs. Shockman:

Attached please find the proposal for the Park Finder Application as requested.

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.

Haley Lind

Haley Lind, ALSA

Attachment:

September 24th, 2026

To: Horace Park District (via email jusin@horaceparks.org)

RE: **Proposal for Professional Services**
GIS Park Finding Application
Horace, North Dakota

Dear Paige Shockman and Park Board Commissioners:

Interstate Engineering is pleased to present this proposal for Professional Services for the above-mentioned project. Our project understanding, scope of work, and compensation are listed below.

Project Understanding

It is our understanding that the Horace Park District has received feedback from residents indicating that community members are unaware of the parks and recreational amenities available throughout the community. In response, the Park District has taken meaningful steps to improve awareness through enhancements to its website, creating a centralized and accessible source of park information. Building on that investment, the Park District now seeks to provide residents and visitors with an interactive, map-based experience that makes it easier to discover park locations, explore available amenities, understand proximity to their home or current location, and identify recreation opportunities throughout the community. The proposed application is intended to improve accessibility of park information while establishing a foundation for future enhancements and expanded public engagement.

Interstate Engineering will develop an ESRI-based Parks Finder Web Application that will be accessible from the Park District's website. The application will provide an interactive map displaying park locations, amenities, photos, and park information in an intuitive and easy-to-navigate format. Users will be able to search for parks near a specific address or current location to identify parks within a selected distance or filter parks based on desired amenities. The web application will be designed as a scalable platform and foundational building block that can support future enhancements, including trail and sidewalk-based routing, expanded park data, accessibility information, and additional recreational wayfinding features.

SCOPE OF SERVICES

To meet the project goal, Interstate Engineering proposes to provide the following professional services:

1) Park Inventory Development and GIS Data Population
   a) Interstate Engineering will organize existing Park District Facilitates and Amenities to make GIS datasets. Existing park information, photos, and available attribute data will be compiled and incorporated into the GIS database. Attribute fields will be coordinated during setup but may include park names, amenities, photographs, website links, accessibility features, parking availability, and other information necessary to support application search, filtering, and park discovery functions.

2) ArcGIS Online Configuration and Deployment
   a) Interstate Engineering will configure the ArcGIS Online environment necessary to support the Parks Finder Web Application. Services will include creation and organization of hosted GIS content, development of web maps, configuration of sharing permissions, and deployment of datasets required to support public access through the Park District website. The GIS environment will be structured to accommodate future enhancements and additional recreational datasets.
   b) Interstate Engineering will design and configure a public-facing Parks Finder Web Application utilizing Esri web mapping technology. The application will provide residents and visitors with an interactive map-based experience allowing users to explore park locations, view amenities, access photographs, and obtain additional park information through configurable map pop-ups and information panels.
   c) Interstate Engineering will configure application tools that enable users to locate parks near a specified address or current location, identify parks within a selected distance, and search parks based on desired amenities.

ASSUMPTIONS

The following items are assumptions to this Scope of Work:

1) Park Naming and Addressing determined through the Interstate Engineering Proposal for Monument Signage.

EXCLUSIONS

The following items are excluded from this Scope of Work and can be provided for an additional fee:

1) Integrating Parks app within Park District Website. Parks will need to coordinate with their service provider to facilitate.
2) Inventorying individual park amenities with geospatial locations.

SCHEDULE

Interstate Engineering, Inc. understands that the Park District intends to use the application as a way for the Horace community to search for their parks in a more visual way. Upon notice to proceed and existing infrastructure being compiled, the application would be ready to publish to the park's website no longer than one month.

COMPENSATION

Interstate Engineering will perform the tasks described in the Scope of Services for a fee to be determined. The fee will be organized by the following anticipated service buckets:

	Phase	Fee	Type
1	Park Inventory Development and GIS Data Population	$500.00	Lump Sum
2	ArcGIS Online Configuration and Deployment	$4,500.00	Lump Sum
	TOTAL	**$5,000.00**	

Invoicing will be done on a monthly basis as a percent complete basis. Time and Expense tasks will be invoiced in accordance with our rate schedule (attached)

ACCEPTANCE

Should you find this proposal acceptable, please have the authorized representative sign below and return one (1) fully executed copy to Interstate Engineering. Receipt of a fully executed proposal will serve as our Notice to Proceed. Interstate Engineering will follow up with an EJCDC Short Form of Agreement for Engineering Services.

We appreciate the opportunity to submit this proposal and look forward to working with you on this project. If you have any questions or need additional information, please call Haley Lind at (701)361-9591 or email haley.lind@interstateeng.com.

This proposal is valid for 30 days from the date of submission.

Sincerely,

Haley Lind	Jim Dahlman
Landscape Designer	North Dakota East Vice President

The Owner hereby accepts the proposal outlined above and does hereby authorize interstate engineering to perform the services described.

Approved By:

Approved By:

Paige Shockman	Park Board President
Printed Name	Title
Signature	Date

INTERSTATE ENGINEERING

SCHEDULE OF RATES
ATTACHMENT #1

	Hourly Rate
Engineers	
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ENG IV	$182.00
ENG V	$197.00
ENG VI	$212.00
ENG VII	$227.00
ENG VIII	$242.00
ENG IX	$262.00
ENG X	$280.00
Surveyors	
SURV I	$113.00
SURV II	$128.00
SURV III	$143.00
SURV IV	$158.00
SURV V	$173.00
SURV VI	$188.00
SURV VII	$203.00
SURV VIII	$218.00
SURV IX	$233.00
SURV X	$255.00

	Hourly Rate
Planners	
PLANNER I	$125.00
PLANNER II	$150.00
PLANNER III	$175.00
PLANNER IV	$200.00
PLANNER V	$225.00
Landscape Architects	
LA I	$120.00
LA II	$140.00
LA III	$160.00
LA IV	$180.00
LA V	$200.00
Funding	
FUNDING I	$125.00
FUNDING II	$150.00
FUNDING III	$175.00
FUNDING IV	$200.00
Administrative	
ADMIN I	$ 93.00
ADMIN II	$100.00
ADMIN III	$107.00

	Hourly Rate
Technicians	
TECH I	$ 92.00
TECH II	$107.00
TECH III	$122.00
TECH IV	$137.00
TECH V	$152.00
TECH VI	$167.00
TECH VII	$182.00
TECH VIII	$197.00
TECH IX	$212.00
TECH X	$235.00
GIS	
GIS I	$120.00
GIS II	$140.00
GIS III	$160.00
GIS IV	$180.00
GIS V	$200.00
Information Technologists	
IT I	$145.00
IT II	$195.00
Expert Witness	$400.00

CHARGEABLE EXPENSES

Subsistence	Actual cost
Subconsultant Services – Geotechnical	Actual cost plus 15%
Subconsultant Services – Other	Actual cost plus 10%
Survey Materials Required	Actual cost plus 25%
Plat Certification per Certification	$35.00
Recordation per Monument	$35.00
24" x 36" Prints per Page	$9.00
Other Miscellaneous Project Expenses	Actual cost

Travel Vehicle	$0.85 per mile
Survey Vehicle	$0.95 per mile
ATV	$75.00 per day
ATV with Tracks	$125.00 per day
UTV	$150.00 per day
UTV with Tracks	$200.00 per day
Snowmobile	$200.00 per day

Any and all sales and use tax, TERO or other special fees which apply to this contract.