



**BOLTON
& MENK**

Real People. Real Solutions.

OCT 03 2018
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September 28, 2018

North Dakota Industrial Commission
ATTN: Outdoor Heritage Fund Program
State Capitol – Fourteenth Floor
600 East Boulevard Ave
Dept 405
Bismarck, ND 58505

RE: Outdoor Heritage Fund Application
Hunter Arthur JPA – Northern Cass Pass
Project No.: D15.107878

Dear Sir/Madam:

On behalf of the Hunter Arthur JPA Park Board, I am pleased to present their application for the Outdoor Heritage Fund round 13. The application is attached for your use.

Please feel free to contact me if you have any comments or questions.

Thank you.

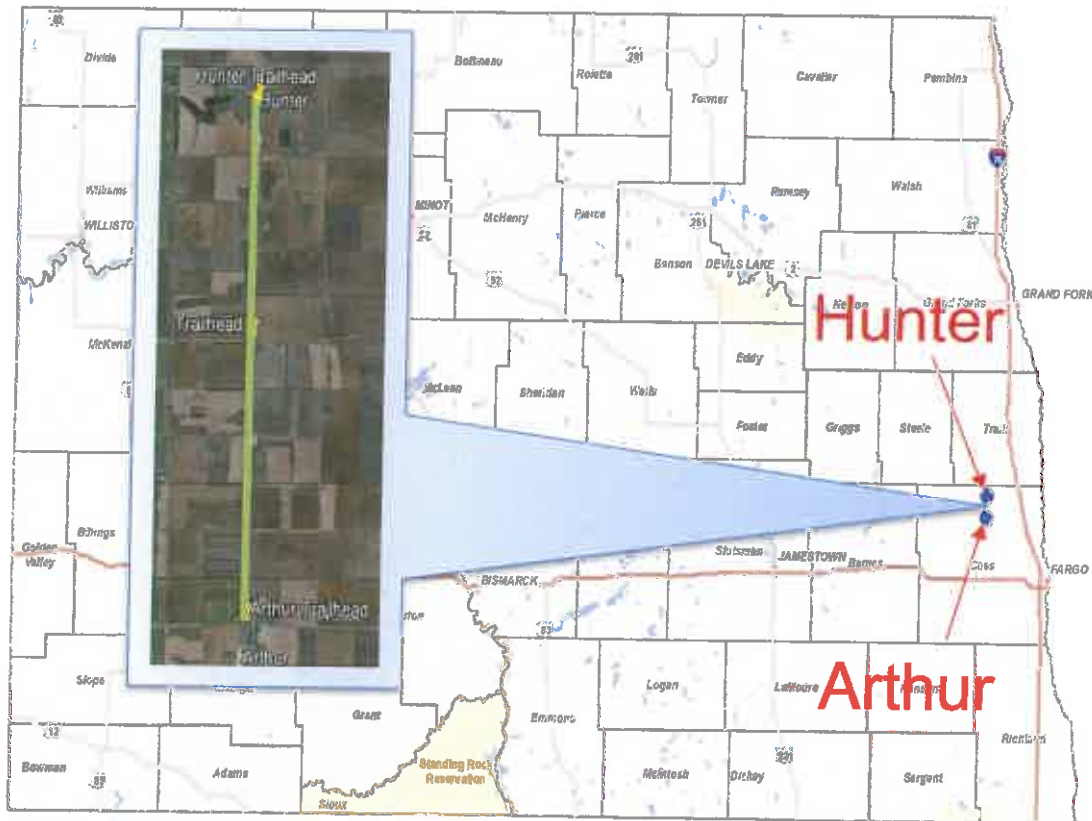
Sincerely,

Bolton & Menk, Inc.

Barry D. Johnson, PE
Sr. Project Manager

Barry.Johnson@bolton-menk.com
701-936-3695

Outdoor Heritage Fund Grant Application



Project Name Northern Cass Pass

Name of Organization Hunter Arthur Joint Park Board JPA

Federal Tax ID# 46-2092983

Contact Person/Title Jennifer Degerness/ President

Address 15537 14th ST SE

City Hunter

State ND

Zip Code 58048

E-mail Address idegerness@polarcomm.com

Web Site Address <http://www.arthurnd.com/organizations-2/northern-cass-pass/>

Phone 701-541-2662

Fax # (if available) N/A

MAJOR Directive:

Directive A. Providing access to private and public lands for sportsmen, including projects that create fish and wildlife habitat and provide access for sportsmen;

Directive B. Improving, maintaining and restoring water quality, soil conditions, plant diversity, animal systems and by supporting other practices of stewardship to enhance farming and ranching;

Directive C. Developing, enhancing, conserving and restoring wildlife and fish habitat on private and public lands; and

Directive D. Conserving natural areas and creating other areas for recreation through the establishment and development of parks and other recreation areas.

Additional Directive(s):

Directive A.

Directive B.

Directive C.

Directive D.

Type of organization:

State Agency

Political Subdivision

Tribal Entity

Tax-exempt, nonprofit corporation.

Abstract/Executive Summary.

The City of Hunter and the City of Arthur Park Districts formed the Hunter/Arthur JPA Park Board in 2013 upon the decision of BNSF Railway to abandon their railway corridor between Hunter and Arthur. The JPA pursued the acquisition of this corridor through the Rails to Trails program and, in fact, successfully acquired the corridor in 2013. The objective of this acquisition is to build a multi-use, non-motorized path entitled *Northern Cass Pass* from the south edge of Arthur, north to the City of Hunter with the project ending at the Elm River

Bridge: adjacent to the Hunter elevator. This corridor parallels ND Highway 18 with a total length of approximately 6 miles. The ultimate goal of the JPA is to construct a hard surface trail (bituminous paving) with an estimated total project cost of \$1,000,000. This Rails to Trails project is anticipated to be a multi-year project with several phases planned.

The goals of the JPA with Northern Cass Pass, is to create a separated, non-motorized corridor to provide safe passage between the cities of Hunter and Arthur for residents of the area as well as a destination location for specific community and regional events. Additional benefits of this corridor include preservation of the 100-year history of the Great Northern Railway and BNSF as well as improving the quality of the existing wetlands which receive water from the large Right of Way, improving the wildlife habitat throughout this corridor and finally buffering agricultural lands and other natural resources from State Highway 18. The addition of numerous tree groves along the corridor will enhance the wildlife features, enrich the existing water quality benefits created by existing vegetation, provide additional wind erosion benefits for the adjacent agricultural lands and finally, provide an added benefit of improved aesthetics for State Highway 18.

The construction of the sustainable trail will provide a series of end results including recreational opportunities for local persons as well as visitors to the area, protection of existing wildlife habitats and natural resources, access to private and public lands for sportsmen, improvement of water quality, soil conditions, plant diversity and animal systems and finally conserving the natural areas by protecting the established former Railway Right of Way. Also included in the overall project goals will be the construction of three separate trailheads (one at each end and one in the middle) which will include kiosks which will be used to memorialize the Outdoor Heritage Fund, the Great Northern Railway, the North Dakota Department of Parks and Recreation, and the history of the project.

Project Duration:

The Northern Cass Pass project duration (to complete the corridor paving) is estimated to be another two years. This particular phase of the overall project (if awarded) would be completed by October 31, 2019.

Amount of Grant request: \$103,125

Total Project Costs: \$137,500

Note: in-kind and indirect costs can be used for matching funds.

Amount of Matching Funds: \$ 34,375

A minimum of 25% Match Funding is required.

Amount of Match	Funding Source	Type of Match
\$34,375	JPA Budget and General Fund	Cash

Certifications

XX I certify that this application has been made with the support of the governing body and chief executive of my organization. **Jennifer Degerness, President**

XX I certify that if awarded grant funding none of the funding will be used for any of the exemptions noted in the back of this application. **Jennifer Degerness, President**

Narrative

Organization Information –

The cities of Hunter and Arthur ND have maintained their respective park boards for many years as a service to their communities. These boards are comprised of elected residents who direct the improvements, maintenance and safety of the city parks. In the summer of 2011, BNSF announced plans to abandon the railroad track between Hunter and Arthur. The park boards convened jointly to discuss the potential of converting the railroad bed to a non-motorized pedestrian trail. In April 2013, the two park boards signed a joint power agreement (JPA) and subsequently created a joint park board to further the efforts of the trail. The mission of the JPA is to provide safe passage between Hunter and Arthur for non-motorized uses and community events.

The joint park board consists of representatives from each community's park board and officers are elected within those ranks. Each position is nonpaid. Our officers include:

President: JJ Degerness, Arthur
Vice President/Secretary: Jen Brayton, Hunter
Treasurer: Donna Porter, Hunter
Member: Dale Shields, Arthur
Member: Ashley Olson, Hunter

The Northern Cass Pass project has been very successful in acquiring grants to help in the funding of several phases of this project. The North Dakota Department of Parks and Recreation have awarded five (5) RTP grants in the amount of \$457,006 (requiring a local match of \$114,251). These grants were for rehabilitating the existing railroad, adding crushed concrete millings along the entire route, and two of the grants have been used for a paving project on top of the millings. This paving phase has been successfully completed, with a total of 3.2 miles of the corridor paved. The Outdoor Heritage Fund (Round 2) has also awarded the project a grant in the amount of \$138,876 (local match of \$46,295) that provided for corridor grading, signing, and tree plantings.

Purpose of Grant –

The trail has been named the Northern Cass Pass (NCP) to coincide with the name of the local school district. Due to ever increasing heavy truck traffic on ND Highway 18, the mission of the NCP will be to provide safe passage between Hunter and Arthur for non-motorized uses and

community events. Examples include, community 5k or 10k events, high school cross country practice/events, leisure walking, jogging or bicycle use, promotion of healthy living and an opportunity for citizens to enjoy the outdoors. The trail has already become an asset to the communities and is the first trail to connect two rural communities in Cass County, ND.

The Northern Cass Pass is an ongoing project that is being constructed on an old BNSF Railway bed (that was been acquired through the Rails to Trails program). This project will conserve the natural recreation and environmental corridor between Hunter and Arthur by providing a non-motorized trail for pedestrians, bikes, and the occasional equestrian traffic. This project will also preserve the natural environment that has been established over the past 100 years (during which time a railway has been operating).

The following is a partial itemized list of Grants awarded to the JPA for Northern Cass Pass use:

<u>Grant Description</u>	<u>Grant Awarded</u>	<u>Local Match</u>	<u>Total Project</u>
Outdoor Heritage Fund Contract 002-025	\$138,876	\$46,295	\$185,171
ND Dept of Parks & Rec RTP #201404	\$66,606	\$16,651	\$83,257
ND Dept of Parks & Rec RTP #201605	\$96,000	\$24,000	\$120,000
ND Dept of Parks & Rec RTP #201703	\$96,000	\$24,000	\$120,000
ND Dept of Parks & Rec RTP #201805	\$99,200	\$24,800	\$124,000
ND Dept of Parks & Rec RTP FY2019**	\$99,200	\$24,800	\$124,000
ND DOT NDSTREETS (FY2021) **	\$112,215	\$12,468	\$124,683
ND Forestry ATB Grant	\$2,500	\$2,500	\$5,000
Great Northern Railway Grant	\$2,000	\$0.00	\$2,000
** Indicates Grant has been given preliminary approval for construction in future year As indicated.			
TOTAL	\$712,597	\$175,514	\$888,111

The grants listed above include previous phases have been completed, including restoration of the existing three railroad trestle bridges, addition of several tree groves along the length of the corridor, grading/shaping/compaction of the railroad ballast, signing of the route and addition

of concrete millings for a structural base/temporary surface. These phases have been funded through the North Dakota Department of Parks and Recreation (utilizing their RTP Grant Program) and the Outdoor Heritage Fund. It is the intent of the JPA to continue phases of this project utilizing Federal, State and Local Funding mechanisms. The last phase of this project is the paving of the corridor to provide a surface that is suitable for walking, running, rollerblading and biking. The ND Parks and Recreation Department RTP Grants (#201703 and #201805) have been utilized in the summer of 2018 to pave 3.2 miles of the Northern Cass Pass. A NDSTREETS Grant application (through the North Dakota Department of Transportation) has been submitted in 2018 for Northern Cass Pass trail improvements (this NDSTREETS Grant has been chosen by the ND DOT in the amount of \$124,683 (local match of \$12,468) and 1,100 feet of trail will be relocated near the Arthur elevator. A ND Parks and Recreation RTP Grant has been awarded for Summer 2019 in the amount of \$99,200 and will be used for paving.

The final paving of the surface is deemed essential, especially now that prior phases have shaped/compacted the ballast and provided a temporary armor coating. This surface has proven to be somewhat uncomfortable to pedestrians and bicyclists, thus proving the need for a paved surface. Due to the length of the project, the final paving phases are of significant cost, thus making the acquisition of grants of foremost priority. Fortunately, over one-half of the trail has recently been paved. It is the JPA's top priority to finish the paving in order to save the structure.

Is this project part of a Comprehensive Conservation Plan? Yes No

Management of Project –

The Hunter Arthur JPA received RFP's for engineering services in January 2014 and Bolton & Menk, Inc, a civil engineering consulting firm was hired. Bolton & Menk has been managing the design, construction and administration of the Northern Cass Pass project, including grant writing, surveying, plans and specification development, bidding administration and onsite inspection of all phases of the project to date. Bolton & Menk has significant experience in the world of trail design/construction throughout Upper Midwest. Bolton & Menk has administered all of the RTP Grants as well as the Outdoor Heritage Fund grant with significant input and assistance from the JPA Board members. It is anticipated that this relationship will continue until the overall project is completed. The JPA has demonstrated assistance from both of the Cities (Hunter and Arthur) public works and parks departments for maintenance of the trail. It is anticipated that this relationship will continue.

Evaluation

Success has been, and will be continued to be monitored through the Hunter/Arthur JPA, the City of Arthur and the City of Hunter (City administrations) by tracking events on the corridor as well as reporting by the local high school.

Monthly construction progress reports will be submitted to the Industrial Commission. This monthly reporting is required to produce monthly incremental pay requests as well as a method to track all progress.

Financial Information

Project Budget – Use the table below to provide an itemized list of project expenses and describe the matching funds being utilized for this project.

Indicate if the matching funds are in the form of cash, indirect costs or in-kind services. The budget should identify all other committed funding sources and the amount of funding from each source. **A minimum of 25% match funding is required.** An application will be scored higher the greater the amount of match funding provided. (See Scoring Form.)

Certain values have been identified for in-kind services as detailed under “Budget Information” at the back of this form. Refer to that section and utilize these values in identifying your matching funds. **NOTE: No indirect costs will be funded. Supporting documentation for project expenses, including bids, must be included or application will be considered incomplete.**

Project Expense	OHF Request	Applicant's Match Share (Cash)	Applicant's Match Share (In-Kind)	Applicant's Match Share (Indirect)	Other Project Sponsor's Share	Total Each Project Expense
Trail Prep (Item #1)	\$ 7,500	\$ 2,500	\$	\$	\$	\$ 10,000
Bituminous Paving (Item #2)	\$86,250	\$ 28,750	\$	\$	\$	\$115,000
Engineering (Item #3)	\$9,375	\$ 3,125	\$	\$	\$	\$ 12,500
	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$
Total Costs	\$103,125	\$34,375	\$	\$	\$	\$137,500

Budget Narrative – Use the space below to provide additional detail regarding project expenses.

- #1. Fine grading/compaction of surface prior to paving
- #2. Bituminous paving of corridor, 8' wide path, F & I
- #3. Consulting Engineer is required to prepare Plans and Specifications for Paving Project, includes surveying, construction inspection and construction administration. The Hunter/Arthur JPA does not have an engineer on staff.

Sustainability –

The Hunter/Arthur JPA will continue to submit Federal, State and Local Grant applications as well as local fundraising efforts in order to complete construction of the Northern Cass Pass. Following completion of construction, the JPA will continue to work with the two local municipalities (Hunter and Arthur) and their respective Park Boards, their respective City Maintenance departments and the Northern Cass Pass School District for continued financial and volunteer support for maintenance of the facility.

Partial Funding –

Less funding will result in less final bituminous paving being able to be placed. With the susceptibility of the concrete millings for erosion, final paving is critical for the protection of the current structural base.

Partnership Recognition –

The Industrial Commission as well as the Outdoor Heritage Fund will be memorialized via placards placed on the trailhead kiosks as well as in videos being produced for marketing of the Northern Cass Pass.

Awarding of Grants - Review the appropriate sample contract for your organization on the website at <http://www.nd.gov/ndic/outdoor-infopage.htm>.

Can you meet all the provisions of the sample contract? Yes No

NORTHERN CASS PASS PROJECT PHOTOS

CORRIDOR PRIOR TO PROJECT





BRIDGE REHAB AND GRADING PROJECT









CONCRETE MILLINGS PROJECT







PAVING PROJECT





