

**Environment and Natural Resources Trust Fund**

# M.L. 2021 Approved Work Plan

## **General Information**

**ID Number:** 2021-109

**Staff Lead:** Rory Anderson

**Date this document submitted to LCCMR:** July 21, 2021

**Project Title:** Moose Lake - Trunk Highway 73 Trail

**Project Budget:** $330,000

## **Project Manager Information**

**Name:** Katie Bloom

**Organization:** City of Moose Lake

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**Web Address:** www.cityofmooselake.net

## **Project Reporting**

**Date Work Plan Approved by LCCMR:** July 20, 2021

**Reporting Schedule:** December 1 / June 1 of each year.

**Project Completion:** July 31, 2023

**Final Report Due Date:** September 14, 2023

## **Legal Information**

**Legal Citation:** M.L. 2021, First Special Session, Chp. 6, Art. 6, Sec. 2, Subd. 09i

**Appropriation Language:** $330,000 the first year is from the trust fund to the commissioner of natural resources for an agreement with the city of Moose Lake to design and construct a nonmotorized recreational trail in an off-street pedestrian corridor along Highway 73 to connect to several existing regional trails in the Moose Lake area.

**Appropriation End Date:** June 30, 2024

## **Narrative**

**Project Summary:** The City of Moose Lake will be constructing a non-motorized recreation trail along Highway 73. This new trail will connect to several regional existing trails in the Moose Lake area.

**Describe the opportunity or problem your proposal seeks to address. Include any relevant background information.**

Trunk Highway 73 in Moose Lake has historically provided excellent pedestrian facilities with sidewalks on both sides from the Moose Horn River north to 5th Street in Moose Lake. The Moose Lake school was previously located at the end of 5th Street and the sidewalks on TH 73 provided a safe corridor for pedestrians. In 2017 a new Moose Lake School was constructed on County Highway 10. With the new location, Trunk Highway 73 is the only corridor from residential and downtown areas of Moose Lake to the school. There are no pedestrian facilities along TH 73 from the Moose Horn River to the round-a-bout at County Road 10, and then south along County Road 10 to the new school. This has left an unsafe condition for students and pedestrians who now have to walk on the shoulder of TH 73. In addition, the Willard Munger trail connects to the current sidewalks of TH 73 north of the Moose Horn River in two separate areas. In one location it connects into a City Trail that loops around the easterly portion of the City. This City loop trail has similar issues with dead ending at TH 73 within the City.

**What is your proposed solution to the problem or opportunity discussed above? i.e. What are you seeking funding to do? You will be asked to expand on this in Activities and Milestones.**

The City of Moose Lake is applying to the LCCMR for funds to design and construct a 1.2 mile non-motorized recreational trail. The trail would be constructed on an off-street pedestrian corridor along TH 73 from the trail terminus at the Moose Horn River to County Road 10 round-a-bout and south to the school (See Attached Map). The corridor would consist of a 10-foot-wide paved trail on the south side of TH 73 that would facilitate two-way traffic. This connection provides a safe corridor for pedestrians along TH 73 resulting in a benefit to the community. The primary users of this trail will be pedestrians, bicyclists and roller bladers. This trail will provide a connection to the Soo Line Trail, the Willard Munger State Trail and will eventually connect to the Portage Trail. The trail would also provide non-motorized access to regional tourist attractions and area state parks. Access will also be provided to City attractions including parks, campground, museum, public water landing and the downtown business sector. This trail and its connecting trails will provide users many opportunities to view a variety of wildlife common in northern Minnesota.

**What are the specific project outcomes as they relate to the public purpose of protection, conservation, preservation, and enhancement of the state’s natural resources?**

The completion of this project will provide enhanced outdoor recreation opportunities for residents and tourists to access additional non-motorized trails in northern Minnesota. This trail will connect to the Willard Munger Trailhead Facilities, Moose Lake State Park, Moosehorn River Water Access and Moose Lake Campground. From Moose Lake, trails and trail connections allow users access to trails that run from Duluth to Hinckley to Cass Lake.

## **Project Location**

**What is the best scale for describing where your work will take place?** City(s): Moose Lake

**What is the best scale to describe the area impacted by your work?** City(s): Moose Lake

**When will the work impact occur?** During the Project

## **Activities and Milestones**

### **Activity 1: Project Construction Engineering**

**Activity Budget:** $100,000

**Activity Description:**Construction Engineering includes construction administration, onsite observation, staking and material testing. Design costs of the trail will be paid for with non-ENTRF funds. This project is scheduled to begin before the ENTRF funds are available using another funding source, however all ENTRF guidelines will be used. A more detailed description of ENTRF funding will be provided when the contract is awarded in the coming months. At that time we are happy to provide additional information.

**Activity Milestones:**

|  |  |
| --- | --- |
| **Description** | **Completion Date** |
| Construction Engineering Start | May 31, 2021 |
| Construction Engineering Completed | November 30, 2021 |

### **Activity 2: Project Construction**

**Activity Budget:** $230,000

**Activity Description:**Construction of a 10 foot wide, paved trail that will be ADA compliant and will meet all necessary state and local requirements (See Attached Visual). This project is funded with multiple funding sources. Some of which will expire before ENTRF funds become available. All work will be completed with ENTRF guidelines in mind. A more specific and detailed description of what the funds will be used for will be provided when the contract is awarded in the coming months.

**Activity Milestones:**

|  |  |
| --- | --- |
| **Description** | **Completion Date** |
| Project Bid | October 31, 2020 |
| Construction Start | May 31, 2021 |
| Construction Completed | November 30, 2021 |

## **Project Partners and Collaborators**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Organization** | **Role** | **Receiving Funds** |
| General Contractor Hired Through A Competitive Bidding Process | General Contractor | Project Construction | Yes |
| Consulting Engineer - Hired Through a Qualifications Process | Consulting Engineer | Project Management and Project Administration | Yes |
| MNDOT Staff | MNDOT | Funder | No |
| DNR Staff | DNR | Funder | No |
| County Staff | Carlton County | Project Management and Grant Administration | No |

## **Dissemination**

**Describe your plans for dissemination, presentation, documentation, or sharing of data, results, samples, physical collections, and other products and how they will follow ENRTF Acknowledgement Requirements and Guidelines.**All information will be presented by the City's Engineering firm at monthly meetings. Minutes will be included in City Council packets to ensure information is made public. All publications and signage will include the ENTRF Trust Logo per the ENTRF Acknowledgement Guidelines.

## **Long-Term Implementation and Funding**

**Describe how the results will be implemented and how any ongoing effort will be funded. If not already addressed as part of the project, how will findings, results, and products developed be implemented after project completion? If additional work is needed, how will this be funded?**The operation and maintenance of all phases of this project is under the auspices of the City of Moose Lake. Moose Lake is committed to provide all necessary funds to operate and maintain the trail for a minimum of twenty years. The trail will be constructed with materials that require a low level of maintenance over the next 20 years. The city will annually evaluate the condition and operations of the trail. Seasonal maintenance (mowing, weed control, sweeping, trail repair, etc.) is estimated to be $15,000 annually. This will be a line item in Moose Lakes’ annual budget.

## **Budget Summary**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Category / Name** | **Subcategory or Type** | **Description** | **Purpose** | **Gen. Ineli gible** | **% Bene fits** | **# FTE** | **Class ified Staff?** | **$ Amount** |
| **Personnel** |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  | **Sub Total** | **-** |
| **Contracts and Services** |  |  |  |  |  |  |  |  |
| Engineering Firm Hired Through A Competitive Process | Professional or Technical Service Contract | The Engineering Firm Will Be Responsible For Project Design And Construction Administration |  |  |  | 1 |  | $100,000 |
| General Contractor Hired Thought a Competitive Bid Process | Professional or Technical Service Contract | General Contractor Will be Responsible for Constructing the Trail |  |  |  | - |  | $230,000 |
|  |  |  |  |  |  |  | **Sub Total** | **$330,000** |
| **Equipment, Tools, and Supplies** |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  | **Sub Total** | **-** |
| **Capital Expenditures** |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  | **Sub Total** | **-** |
| **Acquisitions and Stewardship** |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  | **Sub Total** | **-** |
| **Travel In Minnesota** |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  | **Sub Total** | **-** |
| **Travel Outside Minnesota** |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  | **Sub Total** | **-** |
| **Printing and Publication** |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  | **Sub Total** | **-** |
| **Other Expenses** |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  | **Sub Total** | **-** |
|  |  |  |  |  |  |  | **Grand Total** | **$330,000** |

### **Classified Staff or Generally Ineligible Expenses**

|  |  |  |  |
| --- | --- | --- | --- |
| **Category/Name** | **Subcategory or Type** | **Description** | **Justification Ineligible Expense or Classified Staff Request** |

### **Non ENRTF Funds**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Category** | **Specific Source** | **Use** | **Status** | **Amount** |
| **State** |  |  |  |  |
| Cash | DNR | Project Construction | Secured | $150,000 |
| Cash | Safe Routes to School | Trail Design and Construction | Secured | $300,000 |
| Cash | MNDOT Local Partnership Program | Trail Construction | Secured | $610,000 |
|  |  |  | **State Sub Total** | **$1,060,000** |
| **Non-State** |  |  |  |  |
|  |  |  | **Non State Sub Total** | **-** |
|  |  |  | **Funds Total** | **$1,060,000** |

## **Attachments**

### **Required Attachments**

#### ***Visual Component***

File: [5f4b76b0-3a0.pdf](https://lccmrprojectmgmt.leg.mn/media/map/5f4b76b0-3a0.pdf)

#### ***Alternate Text for Visual Component***

Visual Shows Trail Location and Connecting Trails...

#### ***Board Resolution or Letter***

|  |  |
| --- | --- |
| **Title** | **File** |
| LCCMR Resolution | [7a8b9829-879.pdf](https://lccmrprojectmgmt.leg.mn/media/attachments/7a8b9829-879.pdf) |

### **Optional Attachments**

#### ***Support Letter or Other***

|  |  |
| --- | --- |
| **Title** | **File** |
| LCCMR Resolution | [7016d8b9-ebd.pdf](https://lccmrprojectmgmt.leg.mn/media/attachments/7016d8b9-ebd.pdf) |
| LCCMR Support Letters | [6e25a060-fec.pdf](https://lccmrprojectmgmt.leg.mn/media/attachments/6e25a060-fec.pdf) |
| Background Check Certification Form | [1555869d-d92.pdf](https://lccmrprojectmgmt.leg.mn/media/attachments/1555869d-d92.pdf) |

## **Difference between Proposal and Work Plan**

#### ***Describe changes from Proposal to Work Plan Stage***

No significant changes. Currently working on design specifications using non-ENTRF funding and preparing bidding documents.

## **Additional Acknowledgements and Conditions:**

The following are acknowledgements and conditions beyond those already included in the above workplan:

**Do you understand and acknowledge the ENRTF repayment requirements if the use of capital equipment changes?**   
 N/A

**Do you agree travel expenses must follow the "Commissioner's Plan" promulgated by the Commissioner of Management of Budget or, for University of Minnesota projects, the University of Minnesota plan?**   
 N/A

**Does your project have potential for royalties, copyrights, patents, or sale of products and assets?**   
 No

**Do you understand and acknowledge IP and revenue-return and sharing requirements in 116P.10?**   
 N/A

**Do you wish to request reinvestment of any revenues into your project instead of returning revenue to the ENRTF?**   
 N/A

**Does your project include original, hypothesis-driven research?**   
 No

**Does the organization have a fiscal agent for this project?**   
 No