



## Environment and Natural Resources Trust Fund

M.L. 2022 Approved Work Plan

### General Information

**ID Number:** 2022-008

**Staff Lead:** LCCMR General Universal Staff User

**Date this document submitted to LCCMR:** July 27, 2022

**Project Title:** The Missing Link: Fairview Township Trail -Part 1

**Project Budget:** \$1,394,000

### Project Manager Information

**Name:** Marla Yoho

**Organization:** Fairview Township

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### Project Reporting

**Date Work Plan Approved by LCCMR:** September 6, 2022

**Reporting Schedule:** March 1 / September 1 of each year.

**Project Completion:** December 31, 2024

**Final Report Due Date:** February 14, 2025

### Legal Information

**Legal Citation:** M.L. 2022, Chp. 94, Sec. 2, Subd. 09i

**Appropriation Language:** \$1,394,000 the second year is from the trust fund to the commissioner of natural resources for an agreement with Fairview Township to complete the Gull Lake Trail by engineering and constructing the trail's final segment through Fairview Township in the Brainerd Lakes area.

**Appropriation End Date:** June 30, 2025

## Narrative

**Project Summary:** This 3.7-mile portion of the Fairview Township Trail is the missing link that completes the Gull Lake Trail master plan for this recreational amenity in the Brainerd Lakes area.

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

There's an amazing opportunity waiting to be realized in central Minnesota. The Gull Lake Trail, the newest regionally significant trail system in the Brainerd Lakes area, currently has 17.3 of its 21-mile route completed or under contract for construction. The remaining section of 7.8 miles in Fairview Township is the missing link to making the project fully functional. The Gull Lake Trail is a connecting link to the Paul Bunyan State Trail, Minnesota's 120-mile paved multi-recreational trail. From here, users have access to the Heartland State Trail, Blue Ox Trail and the Pillsbury State Forest trail system. Without the construction of this portion, the trail would not serve its greater recreational purpose for the area or state.

There's also an opportunity to increase safe recreation options. Completing this trail around Gull Lake will provide residents, visitors and guests at the many resorts along this route a safe place to bike, walk, run or push baby strollers. County Road 77 has narrow shoulders and cars often surpass the 55 MPH speed limit on the hilly, windy highway making access to active, healthy lifestyle choices difficult.

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

Fairview Township has spent \$178,000 to complete the preliminary plans and specifications for the ENTIRE 7.8-MILES of this 10-ft wide, paved trail, and has recently completed construction of 4.1 miles of trail at a cost of over \$1,700,000.

The following tasks have been completed and submitted to Dan Golner at the DNR for the entire 7.8-miles of the trail, including the 3.7-miles to be constructed with this grant:

- Wetland delineations;
- soil borings;
- an archaeological survey and approval from the Dept of Indian Affairs;
- approval from the DNR Natural Heritage Dept;
- topographical surveys;
- County and DNR environmental approvals.

This grant will cover the partial construction of the final 3.7 miles of the Fairview Trail, as detailed under Activities and Milestones. The preliminary plans have been approved. Funds from a GMRPT grant will cover the engineering costs to complete the finalized plans and bid-specifications. We have permission from Cass County for placement in their County 77 highway ROW. A small easement lease with the DNR is being finalized and will be paid from township funds. The entire trail is truly shovel-ready.

**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?**

This project embodies and correlates to the LCCMR 2022 Funding Priority G: Land acquisition, Habitat, and Recreation. It proposes the following outcomes: Protection and/or enhancement of existing area resources and aesthetics; and connection to state, regional, and local parks and trails. It will run exclusively within the road right-of-way, lessening the environmental impact. The trail will provide safe access to the natural and scenic environment. Being ADA compliant, it offers an easy way to introduce activity to every age and ability. Additionally, environmentally-friendly alternative transportation, such as e-bikes, can use it to access local businesses.

## Project Location

**What is the best scale for describing where your work will take place?**

Region(s): Central

**What is the best scale to describe the area impacted by your work?**

Region(s):

**When will the work impact occur?**

During the Project and In the Future

## Activities and Milestones

### Activity 1: Acquire balance of funding; Complete plans and bid specifications; Advertise for bids and award contract

**Activity Budget:** \$1,000

#### Activity Description:

The main objective is completion of the final 3.7-miles of the Fairview Township portion of the Gull Lake Trail on the northern end of CSAH77.

Preliminary construction tasks include:

- 1) Apply for and acquire funding grants for balance of project costs;
- 2) Finalize 20-year lease contracts from State of MN- Lands & Minerals for easement in CSAH 77 right-of-way for total eight-tenths mile section on 3 parcels;
- 3) Single-source vendor, Bolton & Menk engineers create finalized 3.7-mile plans and construction specifications for bidding process;
- 4) Advertise in trade and local publications using competitive bid process and award contract to winning contractor for Summer 2023 construction period;
- 5) Sign contract for wetland replacement plan with MN Board of Water & Soil Resources and Aitkin County for Wetland Credits. Wetland delineation, Cass County Soil & Water Wetland Approval, archaeological survey, Historic preservation review reports have already been filed with the DNR in 2020. Must check on their timeliness.

#### Activity Milestones:

Description	Approximate Completion Date
Apply for and acquire funding grants for balance of project cost	December 31, 2022
Bolton & Menk engineers create finalized plan and construction specs for bid purposes (GMRPT expense)	December 31, 2022
Assure necessary DNR documents (archaeological surveys, wetland delineation, endangered species evaluation, etc) are filed	December 31, 2022
Advertise in trade publications for competitive bids and award contract for 2023 (ENRTF expense)	February 28, 2023
Finalize 20-year lease contract for 8/10 mile easement with DNR (Township expense)	March 31, 2023
Final construction approved by the township; Trail open for public use	July 31, 2024

### Activity 2: Preliminary and first-stage construction of 3.7-mile final segment of Fairview Trail (Red segment on Gull Tail Location Map)

**Activity Budget:** \$1,393,000

#### Activity Description:

Milestone 1: Preliminary construction will include mobilization and rental of equipment, clearing trail easement of signs, fencing and pavement, acquisition of supplies (culverts, pipes, etc), installation of silt fence and sediment control as needed.

Milestone 2: First-stage construction will include traffic control, subgrade and common excavation, base and surface application of Class 5 aggregate, installation and connection of culverts to storm sewers, continued sediment control, stabilization of embankments, topsoil, and partial turf restoration.

Milestone 3: This Milestone is not currently funded. Funding for this portion of trail construction is dependent on outstanding grant applications. This Milestone would include paving, rock stabilization of slopes and embankments, concrete as necessary, chain link fencing and final turf restoration.

**Activity Milestones:**

Description	Approximate Completion Date
Mobilization of equipment, clearing trail site, subgrade and primary excavation, equipment rental, traffic control	July 31, 2023
Traffic control, culvert installation, silt fence and sediment control, stabilization of embankments, preliminary turf restoration	September 30, 2023
Paving trail surface, rock slope stabilization, chain link fence, sign installation, turf restoration	June 30, 2024

## Project Partners and Collaborators

Name	Organization	Role	Receiving Funds
Jenny Gunsbury	Fairview Trail North Portion-Gull Lake Trail	Fairview Trail Committee Chair, co-grant writer	No
Josh Stevenson	Cass County	Fiscal agent for Fairview Township, Gull Lake Trail	No
Darrick Anderson	Cass County Highway Department	County Engineer	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.**

"If you build it, they will come" ...never has that phrase been more appropriate than when we constructed the first 4.1-miles of this trail. On the morning paving started, people were on the trail before the asphalt had time to cool. Residents and tourists have anticipated this trail for the last 6 years. The resorts in the area see it as a major amenity and will include it in their advertising. Explore Minnesota will include it in their brochures and trail maps. It is adjacent to the Pillsbury State Forest and will immediately benefit from its visitors. Greater Minnesota Parks and Trails also will include this trail as it promotes the connection to the Paul Bunyan State Trail network.

Signage identifying funding from the ENRTF will be posted along this segment of the trail. The ENRTF logo and verbiage will be included on the Fairview Township website and Facebook page. The ENRTF will be acknowledged in any press releases and articles the Township controls.

## 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 work be funded?**

Upon completion of the final 3.7-miles through Fairview Township, the Gull Lake Trail master plan will be complete, and no further work is currently anticipated. Fairview Township has a 20-year agreement in place with Cass County for trail maintenance. The associated costs and funding are accounted for in township budgets going forward.

## Budget Summary

Category / Name	Subcategory or Type	Description	Purpose	Gen. Ineligible	% Benefits	# FTE	Classified Staff?	\$ Amount
<b>Personnel</b>								
							<b>Sub Total</b>	-
<b>Contracts and Services</b>								
TBD	Professional or Technical Service Contract	Contractor and subcontractors selected through competitive bid process for primary trail construction including mobilization, clearing, grubbing, culvert and pavement removal, excavation, equipment rental, Class 5 and aggregate base, culverts and installation, traffic control, silt fence and sediment control, topsoil and partial turf restoration. Using Single-Source Engineering firm (document attached)				0		\$1,393,000
							<b>Sub Total</b>	\$1,393,000
<b>Equipment, Tools, and Supplies</b>								
							<b>Sub Total</b>	-
<b>Capital Expenditures</b>								
							<b>Sub Total</b>	-
<b>Acquisitions and Stewardship</b>								
							<b>Sub Total</b>	-
<b>Travel In Minnesota</b>								
							<b>Sub Total</b>	-
<b>Travel Outside Minnesota</b>								

							<b>Sub Total</b>	-
<b>Printing and Publication</b>								
	Publication	Advertising for construction bids	Publication of requests for trail construction bids					\$1,000
							<b>Sub Total</b>	<b>\$1,000</b>
<b>Other Expenses</b>								
							<b>Sub Total</b>	-
							<b>Grand Total</b>	<b>\$1,394,000</b>



Classified Staff or Generally Ineligible Expenses

Category/Name	Subcategory or Type	Description	Justification Ineligible Expense or Classified Staff Request
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## Non ENRTF Funds

Category	Specific Source	Use	Status	\$ Amount
<b>State</b>				
Cash	Greater Minnesota Regional Parks & Trails	Planning & Design	Secured	\$167,280
Cash	DNR Regional Parks & Trails Program	Common Borrow, Aggregate Class 5, Wear Course	Secured	\$150,000
Cash	Greater MN Regional Parks & Trails	Wear Course, Rock Stabilized Slope, Concrete Walks, Chain Link Fence	Pending	\$979,505
			<b>State Sub Total</b>	<b>\$1,296,785</b>
<b>Non-State</b>				
Cash	Fairview Township Community Projects Fund	Engineering and construction costs	Secured	\$6,000
Cash	DNR Federal Recreational Trail Program	Common Excavation, Common Borrow	Secured	\$300,000
Cash	Bernick Family Foundation	Non-eligible: Wetland Credits & 20-yr lease State of MN	Secured	\$15,000
Cash	Private Donations: Brainerd Lakes Community Foundation	Non-eligible: 20-year lease with State of Minnesota	Secured	\$15,850
			<b>Non State Sub Total</b>	<b>\$336,850</b>
			<b>Funds Total</b>	<b>\$1,633,635</b>

## Attachments

### Required Attachments

#### *Visual Component*

File: [6b244a73-70f.pdf](#)

#### *Alternate Text for Visual Component*

This map shows the entire Gull Lake Trail as it encircles the western border of Gull Lake. It also shows the eventual connections to the Paul Bunyan Trail.

Segments labeled 1 and 2 depict the Fairview Township portion of the Gull Lake Trail. The 4.1 miles of segment 2 will be under construction during the summer of 2021. The 3.7-miles of segment 1 highlights the portion covered in our grant request.

The two segments shown in the City of East Gull Lake (3) and City of Lake Shore (4) are existi...

#### *Board Resolution or Letter*

Title	File
Fairview Board Resolution	<a href="#">4af867a7-b00.pdf</a>
Cass County Resolution	<a href="#">82133678-91c.pdf</a>

### Optional Attachments

#### *Support Letter or Other*

Title	File
Highlights along the Gull Lake Trail	<a href="#">e42b0573-4ff.pdf</a>
Cass County Trail Placement Approval	<a href="#">d293de5b-848.pdf</a>
Preliminary Cost Estimate	<a href="#">05f039fb-05d.pdf</a>
Gull Lake Trail Cooperative Agreement	<a href="#">007b408b-7e1.pdf</a>
7.8 Mile Fairview Trail Spreadsheet	<a href="#">64b22d99-c1d.pdf</a>
Letters of Support Highlights	<a href="#">eb7c2fd3-f1c.pdf</a>
Gull Lake Trail Location Map in color	<a href="#">cff4291d-ca4.pdf</a>
Background Check Form	<a href="#">1d3943ca-e34.pdf</a>
Single Source Justification Form	<a href="#">05909abb-58a.pdf</a>
Budget Spreadsheet showing all funders	<a href="#">4b1ec2a9-2bf.xlsx</a>

## Difference between Proposal and Work Plan

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

The cost estimate for this portion of the trail was \$2,362,000 when we submitted our original application. In the meantime, costs have escalated drastically, and that construction estimate has increased to \$2,990,680.

This award of \$1,394,000 is a major step towards preliminary construction.

The activities listed in Milestone 1 include plans and bid specifications which will be covered by a \$167,280 award from the GMRPTC. The only ENRT funding in Milestone 1 is for advertising bid requests.

The preliminary construction activities listed under Milestone 2 will be covered by the ENRTF funds we have been awarded in 2022.

Since this work plan was first submitted we have been awarded \$150,000 from the DNR Federal Recreational Trail Program and \$300,000 from the DNR Regional Trail Program. In addition, we have submitted a grant application to the Greater Minnesota Regional Parks & Trails Commission for the final \$979,505 to complete our activities listed in Milestone 3. I have attached a copy of the entire budget for the trail with columns indicating with grant funder would be

covering each item. (This was attached to the GMRPT grant application.)

We anticipate the major portion of the work would be completed by late fall of 2023 but would expect there would be a delay in final approval by both the township and Cass County engineers until the spring of 2024 when the trail has gone through a winter freeze-thaw cycle.

A Single-Source document will be submitted for the Bolton & Menk engineering firm as they have been the engineers on this project since its initiation in 2017. They are familiar with the preliminary plans, the terrain, the construction constraints during construction of the first 4.1 miles of the trail and working with the Cass County Highway engineer within their highway easement.

## 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

# GULL LAKE TRAIL LOCATION MAP

## FAIRVIEW TOWNSHIP, CASS COUNTY, MN



### Legend

- ① Gull Lake Trail - Fairview Township (Final Segment)
- ② Gull Lake Trail Fairview Township (2021)
- ③ Gull Lake Trail - City of East Gull Lake (Constructed)

- ④ Gull Lake Trail - City of Lakeshore (2019)
- ⑤ Gull Lake Trail - Cities of Lakeshore & Nisswa (2022)
- ⑥ Future Trail
- Paul Bunyan State Trail

