

**Environment and Natural Resources Trust Fund
2020 Request for Proposals (RFP)**

Project Title:

ENRTF ID: 287-GH

West Fork Singletrack Trail in SW Minnesota

Category: H. Proposals seeking \$200,000 or less in funding

Sub-Category: G. Land Acquisition for Habitat and Recreation

Total Project Budget: \$ 194,500

Proposed Project Time Period for the Funding Requested: June 30, 2022 (2 yrs)

Summary:

The repurposing of an underutilized county park for the creation of the first multi-mobility competitive singletrack bicycle and hiking trail in SW Minnesota

Name: Timothy Stahl

Sponsoring Organization: Jackson County

Job Title: County Engineer

Department: _____

Address: 53053 780th Street

Jackson MN 56143

Telephone Number: (507) 8497252

Email tim.stahl@co.jackson.mn.us

Web Address: _____

Location:

Region: Southwest

County Name: Jackson

City / Township:

Alternate Text for Visual:

Park Map of Jackson County Belmont Park showing the proposed location of the singletrack trail

_____ Funding Priorities	_____ Multiple Benefits	_____ Outcomes	_____ Knowledge Base
_____ Extent of Impact	_____ Innovation	_____ Scientific/Tech Basis	_____ Urgency
_____ Capacity Readiness	_____ Leverage	_____ TOTAL	_____ %



PROJECT TITLE: West Fork Singletrack Trail in SW Minnesota

I. PROJECT STATEMENT

The essence of the project is...To create a multi-mobility competitive single-track off-road trail.

The Friends of the Jackson County Trails in cooperation with Jackson County have found an opportunity to create a singletrack off-road trail, in an underutilized county park. In order to get the ball rolling, the Friends of the Jackson County Trails along with the Jackson Health Care Foundation invested \$7,500 to develop a feasibility review and preliminary plan for the trail. The 4.6 total miles of trail can be utilized by both off-road bicycles as well as hikers who want to enjoy the natural flora and fauna. While being environmentally sensitive, the trail design and construction will meet the requirement necessary to be National Interscholastic Cycling Association (NICA) certified. This would be the "first of its kind" in SW Minnesota. There are currently only four NICA certified trails in Greater Minnesota. Recently the Minnesota State High School League (MSHSL) has sanctioned this as a high school sport. Hosting MSHSL sporting events would bring recognition to this part of the state.

The repurposing of the park and construction of the trail will also lead to economic opportunities for the surrounding communities as these riders and families will have need for "securing a wide range of local services". It will also introduce tourists to other resources in the area. We look at this as a recreational destination. Annually, there are over 1,200 student participants that represent over 100 schools in Minnesota. This is a new and emerging sport that continues to grow.

Jackson County's Belmont Park is an 80-acre park, located on the east bank of the West Fork of the Des Moines River, and is in near proximity to Kilen Woods State Park on the opposite bank of the river. Currently, the facilities that exist in Belmont Park include: restrooms, log shelter house with fireplace and electricity, a hand pump well, grills and picnic tables. The anticipated increase usage of the park by cyclist and hikers is driving the need for the repairs to the existing shelter house and amenities.

Other foreseen opportunities as a result of the trail include: anticipated increase use of the camping facilities of Kilen Woods State Park; creation of a 7th-12th grade high school league racing team; year-round physical activity; potential to draw young professionals to move to our rural communities; improvements to livability/quality of life and aging in place; creating local events versus travelling hours to other events.

II. PROJECT ACTIVITIES AND OUTCOMES

Activity 1: West Fork Singletrack Trail plan development

The Jackson County Engineering Department (JECD) will be responsible with all items associated with developing plans for the construction of the trail including; surveying, hiring consultant to complete a Hydrologic and Hydraulic design of drainage structures, construction plans, specifications, and inspection

ENRTF BUDGET: \$5,000

Outcome	Completion Date
<i>Jackson County Engineering – Surveying, plans, specifications – NO grant cost</i>	<i>May 2021</i>
<i>Consultant Engineer - Hydrologic and Hydraulic design – (selected by qualifications)</i>	<i>April 2021</i>

Activity 2: West Fork Singletrack Trail Construction

Construction of the singletrack trail is expected to take one month. A trail construction contractor will be chosen based upon qualifications and competitive bids. The JECD will administer the contract and provide



**Environment and Natural Resources Trust Fund (ENRTF)
2019 Main Proposal**

inspection of construction activities. Trail signage will be produced by Jackson County Sign Shop and be installed by trail contractor.

ENRTF BUDGET: \$152,000

Outcome	Completion Date
<i>Jackson County Engineering – Administration and inspection – NO grant cost</i>	<i>August 2021</i>
<i>Construction of singletrack trail - (Contractor selected by qualifications & competitive bids)</i>	<i>August 2021</i>
<i>Trail Signage – Supplies for signs – produced by Jackson County Sign Shop – NO grant cost</i>	<i>August 2021</i>

Activity 3: Roof Repair of Belmont Park Shelter and Amenities

A qualified roofing contractor will be chosen based upon a competitive bid process. The JECD will administer the contract and provide inspection of construction activities.

ENRTF BUDGET: \$8,500

Outcome	Completion Date
<i>Repair of Shelter House Roof – (Contractor selected by competitive bids)</i>	<i>September 2021</i>

Activity 4: Improvements to entrance road and parking area

The JCED will be responsible with all items associated with improving the access and amenities within the park.

ENRTF BUDGET: \$29,000

Outcome	Completion Date
<i>Gravel for entrance road and parking area (Placement by Jackson County Maintenance)</i>	<i>June 2021</i>
<i>Purchase & Construction of Picnic Tables – (County forces to construct)</i>	<i>September 2021</i>

III. PROJECT PARTNERS:

A. Partners receiving ENRTF funding

Name	Title	Affiliation	Role
Jackson County Parks and Recreation	County Engineer/Public Works Director	Jackson County	Engineer/Project Manager

B. Partners NOT receiving ENRTF funding

Name	Title	Affiliation	Role
Friends of the Jackson County Trails	Trails Committee	Jackson County	Trail Advocacy

IV. LONG-TERM- IMPLEMENTATION AND FUNDING:

Ongoing funding for maintenance will be provided by Jackson County Parks Department. There is also anticipation of volunteers from the West Fork Mountain Bike Club and local supporters of the trail to provide maintenance to the off-road trail. Local fundraising may be used for routine beautification of the off-road trail and Belmont County Park.

V. TIME LINE REQUIREMENTS:

The Jackson County project will require only one year of construction. We anticipate funding for fiscal year 2021.

Attachment A: Project Budget Spreadsheet
Environment and Natural Resources Trust Fund
M.L. 2020 Budget Spreadsheet



Legal Citation:

Project Manager: Jackson County Engineer - Timothy J. Stahl

Project Title: West Fork Singletrack Trail in SW Minnesota

Organization: Jackson County Parks & Trails

Project Budget: \$194,500

Project Length and Completion Date:

Today's Date: April 12, 2019

ENVIRONMENT AND NATURAL RESOURCES TRUST FUND BUDGET		Budget	Amount Spent	Balance	
BUDGET ITEM					
Personnel (Wages and Benefits)					
<i>County Engineer (Tim Stahl) - responsible for project and contract administration, hydraulic review, plan and specification approval. Salary to be included in Public Works annual budget. 80 hours estimated time @ \$97/hr billable rate. 0.04FTE, 64% salary/36% benefits. (NO cost to grant)</i>		\$ -	\$ -	\$ -	
<i>Assistant County Engineer (Wes Liepold) - responsible for surveying, plan preparation, specifications, and inspection. Salary to be included in Public Works annual budget. 160 hours estimated time @ \$56/hr billable rate. 0.08 FTE, 64% salary/36% benefits. (NO cost to grant)</i>					
<i>SignTechnicain (Doug Dean) - responsible for producing the trail signage using Jackson County equipment. Salary will be included in Public Works annual budget. 80 hours estimated time @ \$34/hr billable rate. 0.06 FTE, 64% salary/36% benefits. (NO cost to grant)</i>					
<i>Motor Grader Heavy Equipment Operator - responsible for placing gravel for entrance road and parking lot. Salary will be included in Public Works annual budget. 8 hours estimated time@ \$34/hour billable rate. Negligible FTE (No cost to grant)</i>					
Professional/Technical/Service Contracts					
<i>Engineering Consultants - Hydrology and Hydraulic design of drainage features - (selected by qualifications)</i>		\$ 5,000	\$ -	\$ 5,000	
<i>Trail Construction Contractor - (selected by qualifications & competitive bid- based</i>		\$ 150,000	\$ -	\$ 150,000	
<i>Roofing Contractor - (to be selected by competitive bid)</i>		\$ 8,500	\$ -	\$ 8,500	
Equipment/Tools/Supplies					
<i>Trail Signage - Project will utilize Public Works Sign Shop sign making capabilities. Sign material needed; posts, sign blanks, sign sheeting material and hardware.</i>		\$ 2,000	\$ -	\$ 2,000	
<i>8 Picnic Tables - Tables to be assembled by Jackson County Public Works staff.</i>		\$ 4,000	\$ -	\$ 4,000	
<i>Driveway and parking lot improvements - regrade access road and reshape parking lot. Gravel and delivery by contract. Placement and shaping by Public Works employees. Jackson County Motor Grader equipment rental rate of 8 hours @ \$100 per hour. (No cost to grant)</i>		\$ 25,000	\$ -	\$ 25,000	
Capital Expenditures Over \$5,000					
		\$ -	\$ -	\$ -	
Fee Title Acquisition					
<i>Not applicable - Property is owned by Jackson County</i>		\$ -	\$ -	\$ -	
Easement Acquisition					
<i>Not applicable - Property is owned by Jackson County</i>		\$ -	\$ -	\$ -	
Professional Services for Acquisition					
<i>Not applicable - Property is owned by Jackson County</i>		\$ -	\$ -	\$ -	
Printing					
<i>None anticipated</i>		\$ -	\$ -	\$ -	
Travel expenses in Minnesota					
<i>Not anticipated</i>		\$ -	\$ -	\$ -	
Other					
		\$ -	\$ -	\$ -	
COLUMN TOTAL		\$ 194,500	\$ -	\$ 194,500	
SOURCE AND USE OF OTHER FUNDS CONTRIBUTED TO THE PROJECT					
		Status (secured or pending)	Budget	Spent	Balance
Non-State:			\$ -	\$ -	\$ -
State:			\$ -	\$ -	\$ -
In kind: Friends of Jackson County Trails & Health Care Foundation	\$7,000	<i>secured</i>	\$ -	\$ -	\$ -
Jackson County Public Works (Engineering, Signage, Gravel Placement)	\$27,700	<i>secured</i>			
Other ENRTF APPROPRIATIONS AWARDED IN THE LAST SIX YEARS		Amount legally obligated but not yet spent	Budget	Spent	Balance
			\$ -	\$ -	\$ -

West Fork Singletrack Trail for SW Minnesota

Kilen Woods State Park
1mi


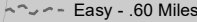

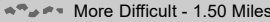

Windom
14 miles

US Hwy 71
2 miles

520th Ave

COUNTY
76
ROAD

Legend



Feature	Proposed Trail Difficulty Level
 Restroom/Pit Toilet	 Easy - .60 Miles
 Shelter House	 More Difficult - 1.50 Miles
Elevation Contours	 Very Difficult - 2.50 Miles

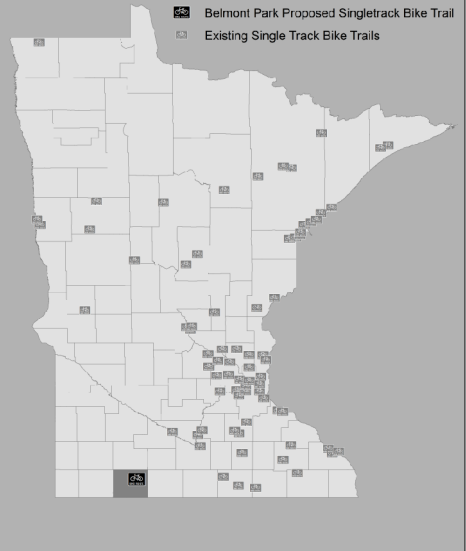
West Fork Des Moines River

Belmont County Park

Lakefield
11 miles

MN Singletrack Bike Trails

	Belmont Park Proposed Singletrack Bike Trail
	Existing Single Track Bike Trails



Jackson
8 miles



**Environment and Natural Resources Trust Fund (ENRTF)
2020 Project Manager Qualifications & Organization Description**

PROJECT:

West Fork Singletrack Trail in SW Minnesota

PROJECT MANAGER:

Timothy J. Stahl, PE 22472
Jackson County Engineer/Public Works Director
(507) 849-7252

EXPERIENCE:

Timothy J. Stahl (Tim) has been practicing civil engineering in Minnesota for over 30 years.

The first 10 years of his career were spent at the Minnesota Department of Transportation (DOT) as a Project Manager in Final Design, Hydraulics, and Preliminary Engineering. The majoring of his time at the DOT involved developing the Trunk Highway 100 corridor including the necessary layouts, public involvement, and environmental documentation. His final position at the DOT saw Tim responsible for Preliminary Engineering for the Southwestern quadrant of Twin Cities.

For the last 20 years Tim has been acting as the Jackson County Engineer & Public Works Director. This position is responsible for all road construction, road maintenance, drainage engineering, and parks & trails improvements and maintenance.

ORGANIZATION DESCRIPTION:

Jackson County is located in South West Minnesota on the southern border with Iowa and three counties east of the South Dakota boarder. Parks and Trails are a department within the Jackson County Public Works Department. Besides having a well-established park system, Jackson County in cooperation with the Friends of the Jackson County Trails, has in the last 15 years developed a trails system in and around a series of county parks plus trails in two of its larger communities.

Friends of the Jackson County Trails formed in 1998 with a goal to develop a trail system throughout Jackson County. The group is committed to improving the way of life in our area, increased economic opportunities for residents, and provide safer means of outdoor activities, with dreams of bringing families, friends, and communities together. The Friends of the Jackson County Trails act as an advisory committee promoting an active partnership among landowners, schools, citizens, and communities in planning Jackson County Trails.