



# Environment and Natural Resources Trust Fund

## 2021 Request for Proposal

### General Information

**Proposal ID:** 2021-029

**Proposal Title:** SW MN Single Track Trail

### Project Manager Information

**Name:** Jeremy Bartosh

**Organization:** Jackson County

**Office Telephone:** (507) 841-1611

**Email:** jeremy.bartosh@co.jackson.mn.us

### Project Basic Information

**Project Summary:** Create a single track mountain bike trail in a county park in SW MN where there is a current need for such infrastructure to boost economic and lifestyle changes.

**Funds Requested:** \$190,000

**Proposed Project Completion:** 2021-11-30

**LCCMR Funding Category:** Small Projects (H)

**Secondary Category:** Land Acquisition for Habitat and Recreation (G)

### Project Location

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

Region(s): SW

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

Region(s): SW

**When will the work impact occur?**

During the Project

## Narrative

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

This opportunity will create the "first of its kind" off road trail in SW MN. Currently one needs to travel up north to experience the thrill of single track. Biking in our community is a "life style change" that many residents in our area feel strongly about. A group called Friends of the Jackson County Trails began in 1998 and since then the addition of some concrete as well as many more miles of paved walking and biking trails have been built, totaling 14.5 miles!. We have been working three years now to make this project a reality. Some volunteer efforts for the beginner trail have been seen last summer with the opening up of the .60 mile easy beginner trail. Then we asked area biker to come out and "pack" the trails down while experiencing a small thrill of what actually will get built when the funding is obtained. School Districts, Businesses, and out of town newspapers are taking notice of our initiative to strengthen the community!

### **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.**

Build the proposed trail within the contractors design therefor meeting National Interscholastic Cycling Association (NICA) Standards. This would immediately bring our location in SW MN to be comparable to other single track places within greater MN. In communities such as Crosby, Ironton, and Riverton, MN.; the creation of Cuyuna Mountain Bike Trails have resulted in new businesses within the community getting established. This new location in SW MN's "own backyard" will cater to multiple areas in this region of the state. For starters, the local communities of Jackson and Windom will have the potential to create one or two local bike teams which will be able to train locally and then compete throughout the MN High School Cycling League held during the Summer and Fall months. Because we would be the only single track within an 80 mile radius; other communities such as Worthington and Fairmont, MN as well as Spirit Lake and Okoboji, IA would travel to use the park. Finally, all visitors traveling and staying in our local campgrounds would benefit as this would provide another means of recreation for them to experience while here in SW MN

### **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?**

Ensuring the building process goes according to plan so natural features at the park are preserved. When completed we will have met goals for bike users as well as hikers. Even those that like to recreate by snow shoeing, birds watching, and native flower sight seeing while enjoying the beauty of this 80 acre park set on a slight hill over looking the Des Moines River. Build a kiosk at the park which would share our counties conservation and preservation techniques; and develop on site learning activities for the mobile Prairie Ecology Bus Center which is located in Lakefield, MN.

## Activities and Milestones

### Activity 1: Construction of SW MN Single track trail

**Activity Budget:** \$152,000

**Activity Description:**

Dependent on the weather, construction of the single track trails is expected to be six to eight weeks. The park would be closed from the public to ensure safe working conditions for the trail building contractor. Upon completion park staff will place the necessary trail signs and updated road signs promoting the new park amenities. The creation of 1-3 area high school bike teams would then encouraged to assemble to be able to use the new biking trails

**Activity Milestones:**

Description	Completion Date
Chose building contractor for the construction of trails	2021-01-31
Install county designed signs on trails and at Park. Cost is only sign materials	2021-08-31
Construction of trails	2021-08-31

### Activity 2: Park Improvements

**Activity Budget:** \$38,000

**Activity Description:**

Address the needs of road and driveway in park. Current gravel driveway is narrow and to accommodate a rise in park usage a larger parking lot need to be shaped and graveled. Current open Shelter house needs the roof updated from old shingles to an all metal roof. Build new tables to replace the old ones. Upon completion of these projects we would through the Parks Budget advertise and promote our new multifunctional park within the state as well as nationally.

**Activity Milestones:**

Description	Completion Date
Build new picnic tables	2021-09-30
Repair shelter house roof - replace with metal	2021-10-31
Gravel for entrance road and parking lot area	2021-11-30

## 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?**

Location for the trails has been provided by the county in the form of an already owned 80 acre park. Equipment of grader and time of staff will be provided at counties expense for improving road access to park and shaping a larger parking lot. Funds generated by small grants and donations from local health representatives were given to Friends Committee to pursue a designer and pay for the design of trails. Continual trail maintenance will be funded by the county in there annual budget as well as an expected volunteerism effort from users of Park and Friends of Jackson

## Project Manager and Organization Qualifications

**Project Manager Name:** Jeremy Bartosh

**Job Title:** Jackson County Parks & Trails Supervisor

**Provide description of the project manager's qualifications to manage the proposed project.**

1 year in current position working for the county in charge of Parks & Trails within the county.

15 previous years of experience working for 3M Company in Park Rapids, MN in managing grounds and building projects at their 400 acre Conference Centre

**Organization:** Jackson County - Parks & Trails

### **Organization Description:**

Jackson County Parks maintains eight beautiful parks equaling more than 200 acres of parkland located in SW MN. Each park has its own unique natural qualities. Some have characteristics of timber with scenic views or the lake or river, while others have open field space for sports or large gatherings. Five of our eight parks allow for overnight camping. As of right now, our campsites are on a first-come, first-serve basis. Anderson Park is a 25-acre park campground located on the west shore of Pearl Lake. Belmont Park is an 80-acre park located on the east bank of the Des Moines River. Brown Park has campgrounds between both Loon and Pearl Lakes. Brown Park South has larger camping spots available as well as four small camping cabins. Community Point Park sit on the east shores of South Heron Lake. Obie Knutson Park is located on the south side of Fish Lake. Robertson Park is a 46-acre park located on the southeast shore of Loon Lake. This park is completely wooded and has both rv campsites as well as remote tent sites. Sandy Point Park is our 24-acre park located on the west shore of South Heron Lake.

## 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>								
Trail Construction Contractor-selected by qualifications and competitive bid based	Professional or Technical Service Contract	Responsible for building the single track trails within the park according to design. They will ensure trail meets (NICA) National Interscholastic Cycling Association Standards.				1		\$150,000
Roofing Contractor-to be selected by competitive bid	Professional or Technical Service Contract	Remove current shingles and replace with metal roofing on existing shelter house at Belmont Park				1		\$9,000
							<b>Sub Total</b>	<b>\$159,000</b>
<b>Equipment, Tools, and Supplies</b>								
	Tools and Supplies	Trail Signage	Sign Material: Posts, sign blanks, sign sheeting material and hardware					\$2,000
	Tools and Supplies	8 Picnic Tables assembled by Jackson County Public Works Staff	For users of park and trails to relax inside and outside of shelter house					\$4,000
	Tools and Supplies	Gravel and delivery by contract	Access and parking lot improvements-regrade access road & reshape parking lot					\$25,000
							<b>Sub Total</b>	<b>\$31,000</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>								
							<b>Sub Total</b>	-
<b>Other Expenses</b>								
							<b>Sub Total</b>	-
							<b>Grand Total</b>	<b>\$190,000</b>

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
<b>State</b>				
			<b>State Sub Total</b>	-
<b>Non-State</b>				
In-Kind	Friends of Jackson County Trails and a local Health Care Foundation	Initial Meeting with a Professional Trail Designer; Completion and Submittal of proposed single track mountain bike trail map of Belmont County Park	Secured	\$7,000
In-Kind	Jackson County Public Works	Engineering, Signage, and Gravel Placement for road into park as well as parking lot	Secured	\$27,700
In-Kind	Jackson 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)	Secured	\$7,760
In-Kind	Jackson County Assistant 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. 0.08FTE, 64%salary / 36% benefits. (NO cost to grant)	Secured	\$8,960
In-Kind	Jackson County Sign Technician- (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)	Secured	\$2,720
In-Kind	Jackson County 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/hr. billable rate. Negligible FTE (NO cost to grant)	Secured	\$272
In-Kind	Jackson County Motor Grader	Equipment rental rate of 8 hours @ \$100/hr. (NO cost to grant)	Secured	\$800
Cash	People for Bikes Community Grant	We will not know until later in Summer if our organization gets awarded this grant which would go towards the construction of the "Intermediate" level trail.	Potential	\$10,000
In-Kind	Engineering Consultants	Hydrology and Hydraulic design of drainage features. Selected by qualifications	Secured	\$5,000
In-Kind	Jackson County Parks & Trails Supervisor- (Jeremy Bartosh)	Responsible for inspecting work and site safety while building contractor is present. 40 hours estimated time @ \$27/hr. billable rate. 64% salary / 36% benefits.	Secured	\$1,080
			<b>Non State Sub Total</b>	<b>\$71,292</b>



			<b>Funds Total</b>	<b>\$71,292</b>
--	--	--	------------------------	-----------------

## Attachments

### Required Attachments

#### *Visual Component*

File: [20935800-9e8.pdf](#)

#### *Alternate Text for Visual Component*

Map of 80 acre property with proposed layout of trails

### Optional Attachments

#### *Support Letter or Other*

Title	File
Letter of Support from the city of Windom, MN	<a href="#">8ed8749a-112.pdf</a>
Letter of Support from Jackson County Board	<a href="#">72d83266-f22.pdf</a>
Letter of Support from the City Administrator of Jackson, MN	<a href="#">2a9f5c7d-b6e.pdf</a>
Letter of Support from area Bike Shop Owner in Fairmont, MN	<a href="#">3ef8562c-21c.pdf</a>
Letter of Support from tri-county health organization	<a href="#">996873d1-daa.pdf</a>
Letter of Support from MN High School Cycling League	<a href="#">f0a5fdc8-4ee.docx</a>
Letter of Support from Jackson Chamber of Commerce	<a href="#">5f822a0d-ddd.pdf</a>
Letter of Support from Professional Trail Designer	<a href="#">595116ed-d02.pdf</a>
Letter of Support from Sanford Health Area Business	<a href="#">6182cff9-7d2.pdf</a>
Letter of Support from our local State Representatives	<a href="#">d9f198dd-941.pdf</a>

## Administrative Use

**Does your project include restoration or acquisition of land rights?**

No

**Does your project have patent, royalties, or revenue potential?**

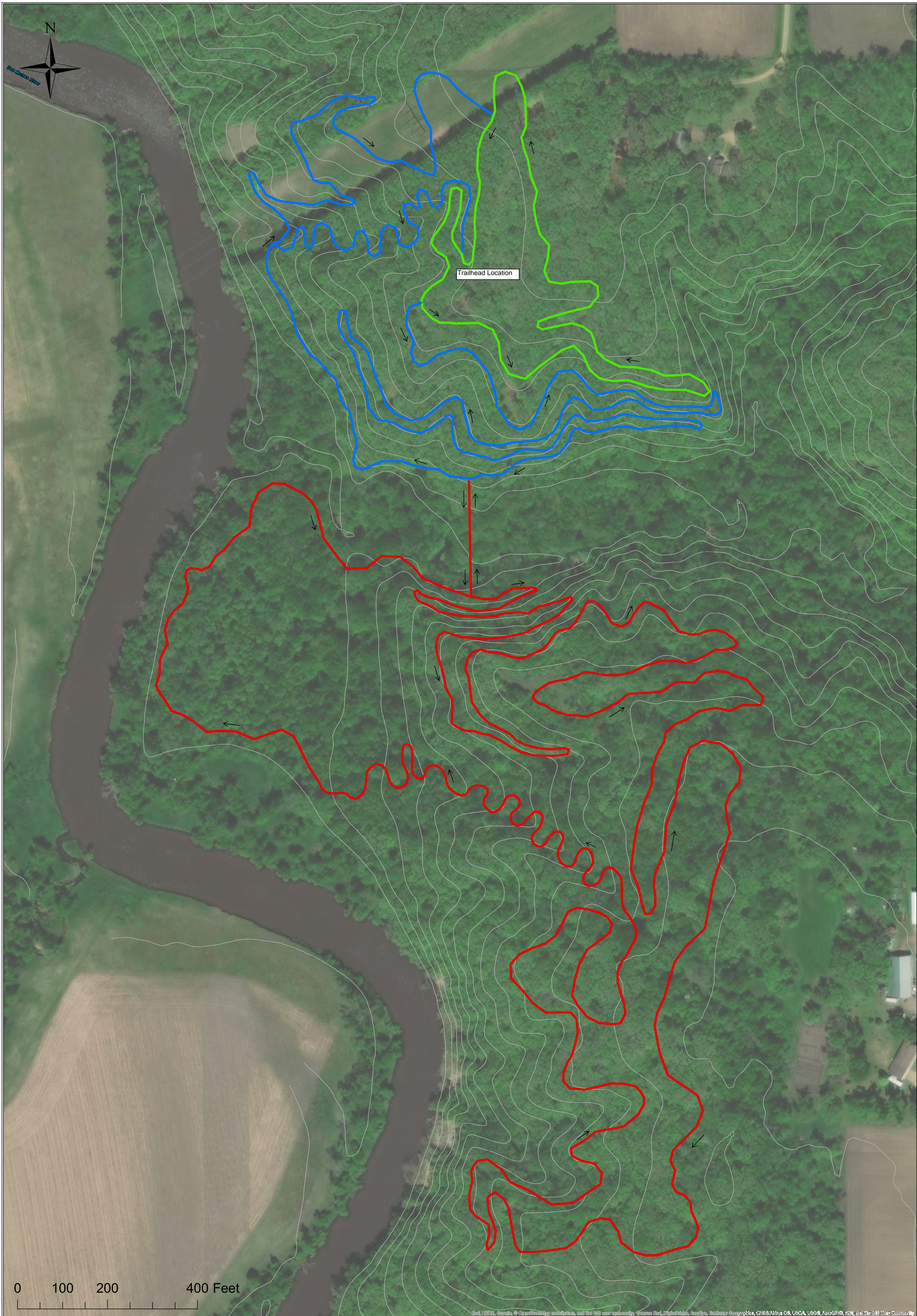
No

**Does your project include research?**

No

**Does the organization have a fiscal agent for this project?**

No



- Legend**
- Green Trail - 4200LF
  - Blue Trail - 8825LF
  - Black Trail - 17,700LF

**Belmont Park**  
Proposed Singletrack Trail

