



Environment and Natural Resources Trust Fund

2022 Request for Proposal

General Information

Proposal ID: 2022-008

Proposal Title: The Missing Link: Gull Lake Trail, Fairview Township

Project Manager Information

Name: Marla Yoho

Organization: Fairview Township - Fairview Trail North Portion - Gull Lake Trail

Office Telephone: (218) 825-9322

Email: fairviewtownship@msn.com

Project Basic Information

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.

Funds Requested: \$2,362,000

Proposed Project Completion: June 30 2023

LCCMR Funding Category: Land Acquisition, Habitat, and Recreation (G)

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): Central

When will the work impact occur?

During the Project and In the Future

Narrative

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? i.e. What are you seeking funding to do? You will be asked to expand on this in Activities and Milestones.

Fairview Township has already spent \$178,000 to complete the plans and specifications for the ENTIRE 7.8-MILES of this 10-ft wide, paved trail.

Expenditures and approvals include:

- Bolton & Menk Engineering: plans and bid specifications;
- 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.

As shown under the Non-ENRFT Funds section of this application, we have been approved for State grants (GMRPT & DNR) of \$1,274,597; and Non-state grants and private, township, and county funding of \$445,932.

These funds will cover the construction of the southern 4.1 miles of the Fairview Trail. The township has just signed a \$1,458,982 contract with Gladen Construction for that portion of the trail, which will be completed during the summer of 2021.

We are now seeking funds for the final 3.7 miles of the Fairview Trail. The plans are ready and only require some minor tweaking. We have permission from Cass County for placement in their County 77 highway ROW. A small easement lease with the DNR is under-way. The entire trail is truly a "shovel-ready" project.

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.

Activities and Milestones

Activity 1: Construct 3.7-miles of "shovel-ready" Fairview Township trail, connecting existing trails in Cities of East Gull Lake, LakeShore and Nisswa

Activity Budget: \$2,362,000

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.

Tasks include:

- 1) Acquire final 20-year lease contracts from State of MN- Lands & Minerals for easement in CSAH 77 right-of-way for total .8 mile section on 3 parcels;
- 2) Bolton & Menk create finalized 3.7-mile specifications for bidding process;
- 3) Advertise in trade and local publications using competitive bid process and award contract to winning contractor;
- 4) Construction begins July, 2022;
- 5) Construction ends October, 2022.

The outcome will be a complete Gull Lake Trail with connections to other regional and state trail systems. This will have an enormous impact on residents, guests, and local businesses by creating a continuous 21-mile route from the city of East Gull Lake to Nisswa. The route will be a safe and easily accessible place to enjoy the beautiful natural environment of this area. Construction will be managed and evaluated by both Bolton & Menk and township staff.

Activity Milestones:

Description	Completion Date
Mobilization, install erosion control, clearing & grubbing	August 31 2022
Trail grading	August 31 2022
Aggregate base	September 30 2022
Trail paving	September 30 2022
Turf restoration	October 31 2022

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
Teri Hastings	City of Lake Shore	Gull Lake Trail coordinator for Lake Shore	No
Rod Mason	City of East Gull Lake	Gull Lake Trail coordinator for East Gull Lake	No
Jenny Max	City of Nisswa	Gull Lake Trail coordinator for Nisswa	No
Josh Stevenson	Cass County	Fiscal agent for Fairview Township, Gull Lake Trail	No
Dan Golner	MN Department of Natural Resources	Grant administrator	No
Initiative Foundation	Don Hickman	Grantor of trail funding	No
Karl Samp	Brainerd Lakes Community Foundation	Fundraising partner	No
Renee Mattson	Greater MN Regional Parks & Trails Commission	Executive Director	No
Matt Boyer	DNR Lands and Minerals Department	Easement acquisition	Yes
Darrick Anderson	Cass County Highway Department	County Engineer	No

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?

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.

Project Manager and Organization Qualifications

Project Manager Name: Marla Yoho

Job Title: Clerk-Treasurer

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

As Township Clerk-Administrator, Ms. Yoho has successfully handled co-writing grants and processing paperwork needed on the first (4.1-mile) portion of the Fairview Trail. She has successfully worked with the Greater MN Regional Parks and Trails Commission and the DNR for prior funding; the DNR, township property owners and the Cass County Highway Department for trail easements; and has worked with various Minnesota state agencies to complete and get

approval on archaeological surveys, wetland mitigation, and environmental requirements. She is directly supervised by a Board of Supervisors who must approve any actions which encumber the township.

As a township, we are working in conjunction with Bryan Drown, an engineer with the Bolton & Menk firm.

Bryan Drown

Bolton & Menk Inc.

7656 Design Rd, Baxter, MN 56425

(218) 821-5242 Bryan.Drown@bolton-menk.com

Mr. Drown is a Licensed Professional Engineer in the State of Minnesota and has been in the Civil Engineering industry since 1998. He is experienced in highway and street design, trail and sidewalk design, municipal utility design, site design, stormwater management, and residential and commercial development.

His background includes preparing preliminary and final construction documents, project specifications, contract administration, and project management. Mr. Drown is certified in the design of Storm Water Pollution Prevention Plans (SWPPPS) to meet the requirements of the NPDES Stormwater Permit.

Organization: Fairview Township - Fairview Trail North Portion - Gull Lake Trail

Organization Description:

Located in the southeast corner of Cass County, Fairview Township is home to many beautiful natural resources, including lush forests, beautiful lakes and rich agricultural land.

Fed by rapid growth in the nearby cities of Brainerd and Baxter, Fairview has a year-round population of 895. That number is multiplied many times over in the summer with resort guests and visitors to the area.

The recreational opportunities on Gull, Agate and Rock Lakes as well as in the Pillsbury State Forest and at Mount Ski Gull attract tourists, campers, fishermen, horseback riders and hunters in the summer, and skiers and snowmobilers in the winter. Fairview is home to and surrounded by some of the finest resorts and golf courses in Minnesota.

Budget Summary

Category / Name	Subcategory or Type	Description	Purpose	Gen. Ineligible	% Benefits	# FTE	Classified Staff?	\$ Amount
Personnel								
							Sub Total	-
Contracts and Services								
Bolton & Menk, Inc	Professional or Technical Service Contract	Firm providing engineering, legal, financial review, and administrative support for bidding, contract letting and overall construction of the trail. Bolton & Menk has been the engineering firm on the project since 2017 and are most familiar with the terrain, specifications and the surrounding variables.				0		\$209,100
TBD	Professional or Technical Service Contract	Construction costs. Contractor selected through competitive bid process for 3.7-mile segment of overall trail,				0		\$2,091,400
							Sub Total	\$2,300,500
Equipment, Tools, and Supplies								
							Sub Total	-
Capital Expenditures								
							Sub Total	-
Acquisitions and Stewardship								
	Other Acquisition	Acres: 1.5 Parcels: 3 Miles: 0.8						\$20,000
							Sub Total	\$20,000
Travel In Minnesota								

							Sub Total	-
Travel Outside Minnesota								
							Sub Total	-
Printing and Publication								
	Publication	Printing of bid requests	Publication of requests for trail construction bids					\$800
							Sub Total	\$800
Other Expenses								
		Purchase Wetland Credits from Aitkin County	To replace wetlands that will be disturbed during trail construction					\$40,700
							Sub Total	\$40,700
							Grand Total	\$2,362,000

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
State				
Cash	DNR Regional Trail Grant	Engineering costs	Secured	\$68,278
Cash	Greater Minnesota Regional Parks & Trails	Engineering and construction costs	Secured	\$1,206,319
			State Sub Total	\$1,274,597
Non-State				
Cash	DNR Federal Trail Grant Program	Construction costs	Secured	\$150,000
Cash	Initiative Foundation	Preliminary planning	Secured	\$2,500
Cash	Cass County Fund 73	Construction costs	Secured	\$180,000
Cash	Private donations from residents	Engineering and construction costs	Secured	\$41,432
Cash	Fairview Township Community Projects Fund	Engineering and construction costs	Secured	\$72,000
			Non State Sub Total	\$445,932
			Funds Total	\$1,720,529

Acquisition and Restoration

Parcel List

Name	County	Site Significance	Activity	Acres	Miles	Estimated Cost	Type of Landowner	Easement or Title Holder	Status of Work
State of Minnesota 20-Year Lease: Area 1 PID 14-113-1001	Cass	Cass Cty Hwy (CSAH) 77 Road Easement, trail placement	Easement - Other	0.15	0.1	\$2,500	Public	Fairview Township	Negotiations in Progress
State of Minnesota 20-Year Lease: Area 2, PID 14-007-0001	Cass	Cass Cty Hwy (CSAH) 77 Road Easement, trail placement	Easement - Other	0.43	0.2	\$5,000	Public	Fairview Township	Negotiations in Progress
State of Minnesota 20-year Lease: Area 3A & 3B, PID 14-006- 0001	Cass	Cass Cty Hwy (CSAH) 77 Road Easement, trail placement	Easement - Other	0.92	0.5	\$12,500	Public	Fairview Township	Negotiations in Progress
Totals				1.5	0.8	\$20,000			

Easement (Other) Acquisition

1. Describe the selection process for identifying and including proposed parcels on the parcel list, including an explanation of the criteria and decision-making process used to rank and prioritize parcels.

In 1975, Cass County constructed CSAH 77. They hold a recorded 100- to 120-ft width easement for the length of CSAH 77 as it runs through Fairview Township. At the time of construction, there was an apparent assumption of easement across the land owned by the State of Minnesota, but an easement was never actually recorded. The Cass County Highway Department has given Fairview Township the right to place their 7.8-miles of trail within the Cass County right-of-way easement. However, on the three parcels of State of Minnesota-owned land that the highway crosses, Fairview Township must complete an easement agreement with the State of Minnesota, Department of Lands and Minerals. It is necessary to acquire this easement in order to keep the continuity of the trail. These easements will be covered in 20-year contracts. If this expense is not an acceptable expense, Fairview Township will cover the costs of the lease.

2. List all adopted state, regional, or local natural resource plans in which the lands included in the parcel list are identified for the acquisition purposes you propose. Include the URL to the plan if one is available.

NA

3. For any parcels acquired in fee title, a restoration and management plan must be prepared. Summarize the components and expected outcomes of restoration and management plans for parcels acquired by your organization, how these plans are kept on file by your organization, and overall strategies for long-term plan implementation, including how long-term maintenance and management needs of the parcel will be financed into the future.

NA

4. For each parcel to be conveyed to a State of Minnesota entity (e.g., DNR) after purchase, provide a statement confirming that county board approval will be obtained.

This land will not be purchased. The Township will be leasing an easement across State of Minnesota owned land. The easements will each be 20-ft wide and will measure approximately 1.5 miles in length. The lease will be 20-years in length. If the lease expense is not an acceptable expense, the township will cover the costs.

5. If applicable (see M.S. 116P.17), provide a statement confirming that written approval from the DNR Commissioner will be obtained 10 business days prior to any final acquisition transaction.

NA

Attachments

Required Attachments

Map

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

Alternate Text for Map

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
Cass County Resolution	82133678-91c.pdf
Fairview Board Resolution	4af867a7-b00.pdf

Optional Attachments

Support Letter or Other

Title	File
Gull Lake Trail Location Map in color	cff4291d-ca4.pdf
Letters of Support Highlights	eb7c2fd3-f1c.pdf
7.8 Mile Fairview Trail Spreadsheet	64b22d99-c1d.pdf
Gull Lake Trail Cooperative Agreement	007b408b-7e1.pdf
DNR Lease area maps	5100165d-231.pdf
Preliminary Cost Estimate	05f039fb-05d.pdf
Co-Project Managers	43c3ea77-529.pdf
Cass County Trail Placement Approval	d293de5b-848.pdf
Highlights along the Gull Lake Trail	e42b0573-4ff.pdf

Administrative Use

Does your project include restoration or acquisition of land rights?

Yes: Easement (Other) Acquisition,

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?

Yes, Cass County

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

