



Environment and Natural Resources Trust Fund

2024 Request for Proposal

General Information

Proposal ID: 2024-110

Proposal Title: Sandy Point Park Expansion

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: Expanding Recreational Opportunities at Sandy Point Park

Funds Requested: \$195,000

Proposed Project Completion: October 31, 2025

LCCMR Funding Category: Small Projects (H)

Secondary Category: Land Acquisition, 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 campground only has twelve existing R.V. / tent sites and is only serviced by a portable biffy with no running water. A local survey yielded results strongly wanting a modern bathroom facility. Some campers like the added benefit of using a concrete bathroom to gather in during extreme weather verses their tent or R.V. Over the last few years, the increased camping flows has seen the need to do this project soon. The county has set aside some funds in the hope that a grant can provide the additional amount needed to complete the projects.

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.

This campground has the opportunity to be expanded to meet the needs of the existing and future use of local residents and traveling-through visitors. The modern bathroom and recreational opportunities like the gaga ball pit and sand volleyball court will keep local camp users as well as the local school districts wanting to use our local facilities verses traveling across state border to other places.

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?

Project outcomes protect visitors by providing a healthy and sanitary family friendly style bathroom /shower facility which can also act as a safer structure for campers to stay in during extreme weather events. Additional campsites among the park will be spaced generously apart creating a better means to fully experience camping in the outdoors without feeling cramped next to another campsite. The native flower plantings will aid in and be a means for others to learn about local and statewide conservation practices. The new bathroom would provide safe, hygienic sinks, showers, toilets, and changing rooms.

Activities and Milestones

Activity 1: Family Friendly six room bathroom / shower facility Installed

Activity Budget: \$94,800

Activity Description:

Purchase a concrete modular building from HUFFCUT , Chippewa Falls, Wisconsin. The remaining costs of building will be provided by the county

Activity Milestones:

Description	Approximate Completion Date
Place Order for HUFFCUT building	October 31, 2023
Prepare Site for HUFFCUT building	June 30, 2024
Install new HUFFCUT building & connect to utilities	September 30, 2024

Activity 2: Add additional R.V. / Tent sites through-out existing property to meet the demand.

Activity Budget: \$67,000

Activity Description:

The proposed improvements would bring two to three campsites ADA compliant and located closest to the main central area of the campground. The new twenty two R.V. / Tent sites would have a gravel parking base and serviced with 20, 30, and 50 amp outlets to meet the growing needs of all campers. Sites would be generously spaced up to 75' apart from one another on the north side of the entrance road. The group campsites would be spaced closer and located on the south part of the entrance road. Purchase and install from Pilot Rock the fire rings and picnic tables needed.

Activity Milestones:

Description	Approximate Completion Date
Survey and mark new sites	May 31, 2024
Add underground electric to service sites	August 31, 2024
Build gravel pads for new sites and install fire rings & picnic tables	August 31, 2024

Activity 3: Purchase and Install Recreational Games / Structures on-site

Activity Budget: \$33,200

Activity Description:

Build a sand volleyball court & Purchase other recreational games such as Gaga-Ball Pit

Activity Milestones:

Description	Approximate Completion Date
Construct a sand volleyball court north of shelter house	June 30, 2025
Install the Gaga Ball, Tetherball, and horse shoe pits	August 31, 2025

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?

The improvements will allow for additional use of the park by local school kids as well as our seasonal campers. Jackson County has appropriated over \$150,000.00 to go towards the bathroom facility. Additional funding of maintenance of proposed facilities will be provided by the annual park maintenance budget. Plan to have a camp host on-site once the proposed project is completed which will be another improvement from the past.

Other ENRTF Appropriations Awarded in the Last Six Years

Name	Appropriation	Amount Awarded
SW MN Single Track Trail	M.L. 2021, First Special Session, Chp. 6, Art. 6, Sec. 2, Subd. 09c	\$190,000

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.

Current responsibilities for the past four years included overseeing the seasonal maintenance as well as provided planning to county board for future projects at our nine county parks as well as several miles of trails within the county of Jackson. Prepare budgets for each year and forecast capital projects within a 10-year cycle. Will be completing a LCCMR project by June of 2023 which was a 2021 LCCMR awarded project consisting of a trail builder constructing over 4-1/2 miles of natural surface single track bike trails at Belmont Park. Prior to my current job I was a Maintenance Building and Grounds Supervisor at a 400-acre private corporate conference center in Park Rapids, MN in charge of the facilities on-site. Several building and remodeling projects were accomplished during my time there.

Organization: Jackson County

Organization Description:

Jackson County Parks maintains nine beautiful parks equaling more than 200 acres of parkland located in SW MN. Each park has its own unique natural qualities. Five of our parks offer recreational camping. As of now our campsites are on a first-come, first-serve basis. Anderson Park is a 25-acre campground located on the west shore of Pearl Lake. Belmont Park is home to the newly installed mountain bike park featuring over 5 miles of natural surface bike trails within 80 acres of wooded hills overlooking the Des Moines River north of Jackson, MN. 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 for rent. Community Point Park sits on the east shores of South Heron Lake. Obie Knutson Park is located on the south side of Fish Lake, near Windom, MN. Robertson Park is a 46-acre park located on the southeast shore of Loon Lake. Sandy Point Park is a gem located between the communities of Lakefield and Okabena, MN.

Budget Summary

Category / Name	Subcategory or Type	Description	Purpose	Gen. Ineligible	% Benefits	# FTE	Classified Staff?	\$ Amount
Personnel								
							Sub Total	-
Contracts and Services								
TBD	Sub award	Electrical & Plumbing Contractors to underground trench, bury, and install electrical pedestals at each of the 22 new campsites. And connect power to the new bathroom. Provide plumbing hookup to our septic system / drain field.				57,000		\$57,000
HUFFCUTT	Professional or Technical Service Contract	Providing a concrete prefabricated structure to be used as a restroom / shower facility, as well as provide as safer place to gather for campers during severe weather. County will provide an additional \$150,000 to complete purchase of building.				94,800		\$94,800
							Sub Total	\$151,800
Equipment, Tools, and Supplies								
	Tools and Supplies	Sand Volleyball Court Sand & Net	Sand for court and Net and poles for court					\$15,800
	Tools and Supplies	Other Recreational Equipment	Horse-shoe Pit (1), Gaga Ball Pit (1), Tetherball pole and ball (1), Outdoor Foosball Table (1) Concrete Ladderball Game (1), Concrete Square checkerboard top table (1)					\$9,250
	Tools and Supplies	Steel Fire Rings from Pilot Rock	One installed fire ring at each of the 22 new camp sites					\$7,326
	Tools and Supplies	Picnic Tables from Pilot Rock	Supply the 22 new camp sites with one picnic table each					\$10,824
							Sub Total	\$43,200
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	\$195,000

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				
			State Sub Total	-
Non-State				
Cash	Capital Improvement Fund	Allocated to go towards a new bathroom / shower facility.	Secured	\$150,000
Cash	Jackson County Parks Budget for 2024	Additional gravel for park road and for new parking lot addition. Grading	Pending	\$33,000
Cash	Jackson County Parks 2025 Budget	Concrete Walkways, signage, and Additional Operating Costs with bathroom cleaning and septic pumping costs	Potential	\$34,000
In-Kind	Jackson County Engineer (Tim Stahl)	Responsible for project and contract administration. Salary to be included in Public Works annual budget. 16 hours estimated time @ \$97/hr. billable rate. (No cost to grant)	Secured	\$1,552
In-Kind	Jackson County Assistant Engineer (Wes Liepold)	Responsible for surveying, plan preparation, specification, and inspection. Salary to be included in Public Works annual budget. 60 hours estimated time @ \$56/hr. billable rate. (No cost to grant)	Secured	\$3,360
In-Kind	Jackson County Sign Technician- (Cory Weir)	Responsible for producing the parking signs, entrance signs, and camp site markers using Jackson County equipment. Salary will be included in Parks annual budget. 40 hours estimated time @ \$34/hr. billable rate. (No cost to grant)	Secured	\$1,360
In-Kind	Jackson County Motor Grader Heavy Equipment Operator	Responsible for placing gravel for park entrance road and parking lot. Salary will be included in Parks annual budget. 16 hours estimated time @ \$34/hr. billable rate. No cost to grant)	Secured	\$544
In-Kind	Jackson County Motor Grader	Equipment rental rate of 8 hours @ \$100	Secured	\$800
In-Kind	Engineering Consultants	Hydrology design of drainage features. Selected by qualifications.	Secured	\$4,200
In-Kind	Jackson County Parks & Trails Supervisor (Jeremy Bartosh)	Responsible for inspecting work and site safety while building contractors and or county staff is present. 40 hours estimated time @ \$33/hour billable rate. (No cost to grant)	Secured	\$1,320
			Non State Sub Total	\$230,136
			Funds Total	\$230,136

Attachments

Required Attachments

Visual Component

File: [3d770ee0-719.pdf](#)

Alternate Text for Visual Component

Attachment includes map of finished campground with the additional sites put in. The original twelve sites are currently on the east side of map. The volleyball court and additional recreational activities will be located north of the shelter house....

Board Resolution or Letter

Title	File
Board Letter of Resolution	dfbe702b-85e.pdf

Optional Attachments

Support Letter, Photos, Media, Other

Title	File
HUFFCUTT Concrete Bathroom / Shower	762ca32a-b63.pdf
School District Letter of Support	49d126c8-781.docx
Location Map showing Sandy Point w/in Jackson County	d6969ffd-032.pdf
Camper Letter of Support	aa960fca-1d5.docx

Administrative Use

Does your project include restoration or acquisition of land rights?

No

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

Does your project include the design, construction, or renovation of a building, trail, campground, or other capital asset costing \$10,000 or more?

Yes

Do you propose using an appropriation from the Environment and Natural Resources Trust Fund to conduct a project that provides children's services, as defined in Minnesota Statutes section 299C.61 Subd.7?

Yes

Do you certify that background checks are performed for background check crimes, as defined in Minnesota Statutes, section 299C.61, Subd. 2, on all employees, contractors, and volunteers who have or may have access to a child to whom children's services are provided by your organization?

Yes