



Environment and Natural Resources Trust Fund

2024 Request for Proposal

General Information

Proposal ID: 2024-169

Proposal Title: Carey Lake Recreation Area Campground

Project Manager Information

Name: Nick Arola

Organization: City of Hibbing

Office Telephone: (218) 421-5565

Email: narola@ci.hibbing.mn.us

Project Basic Information

Project Summary: Continued development of Carey Lake Park into the Carey Lake Recreation Area with the construction of a new full-service campground, community facilities, and alignment of the trails to regional systems.

Funds Requested: \$2,478,000

Proposed Project Completion: December 31, 2026

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): NE

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

Statewide

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.

As far back as 1995, the City of Hibbing conducted a parks and recreation needs assessment, the topic of additional development at Carey Lake Park has been on the radar of city staff and officials. In the 1995 report, the opportunity for development of a campground with appropriate facilities within the eleven hundred and thirty-nine (1,139) acres, near the one hundred and thirty-nine-acre lake of the park was noted and described.

More recently, in the city's 2018 Comprehensive Plan, Carey Lake Park is highlighted for providing public access to mostly pristine natural, undeveloped, and forested areas within the city limits. Residents and visitors use thirteen (13) miles of trails throughout the park for hiking and cross-country skiing, bird watching, and accessing the public beach during summer months. When survey respondents were asked for their suggestions for how they felt the community could better use the park, specific ideas emerged: development of a campground, alignment of the internal park trails with external regional trail systems, addition of public facilities to the beach area, and increased activities and events. These developments would enhance use of the park by residents and visitors and pivot the space to a recreation destination.

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.

The addition of a campground to Carey Lake Park is the first phase of the city's long-term capital improvement plan to transform the park into Carey Lake Recreation Area. The entire goal of the project is to connect more people to the outdoors and allow them to gain a greater appreciation for our natural resources. This phase develops a forty-one (41) site campground on ten (10) acres of elevated terrain southwest of Carey Lake. The campground site will occupy two to three (2-3) acres of the project site and will include the extension of potable water throughout the campground loop; electrical service to each site; recreational camping vehicle (RV), single, and group tent camping units; a shower/restroom building; RV sanitary dumping station; and other site amenities for each campsite, such as fire rings and WiFi service. The campground will include a minimum of two tent camping units and three (3) RV camping units with accessibility features for limited mobility campers. The shower building and other project amenities, including pedestrian walkways and access routes, will also be compliant with the Americans with Disabilities Act. The facilities at the campground will be built for year-round use to accommodate multi-season activities.

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?

By investing in recreation amenities and services, that improve the well-being of Hibbing residents, on a select portion of this eleven-hundred-acre space we are focused on creating an environment that is attractive to both existing and potential residents. Additionally, connecting people with the outdoors and allow them to use this wonderful natural resource the City of Hibbing owns and share it with residents and visitors. Finally, through this thoughtful development, the preservation of the remainder of the pristine undeveloped wetland and forested spaces will ensure that we are protecting, sustaining, and improving the Carey Lake Recreation Area for generations to

Activities and Milestones

Activity 1: Park Conditions Assessment, Survey, Park Programming, and Community Engagement

Activity Budget: \$1,000

Activity Description:

During this initial phase, Barr will work with the City of Hibbing to review the existing site conditions, inventory key site features for preservation and enhancement, conduct site visits, review City of Hibbing Zoning and review and provide summary of permitting required. Existing publicly available spatial data will be collected and the digital PDF of the campground layout to create the site design basemap in GIS and CAD.

Complete a detailed construction-level site survey to provide the necessary level of detail from which spatial design and construction documents will occur. Included will be the following information in the survey for the proposed campground location: area boundaries, treeline, monument trees, topography (1' contours), trails, surfacing, structures and buildings, turf and lawn areas, wetland delineation flagging (if present), landscaped areas (if any), water line at time of survey, fences and gates, utilities, and any other information able to be captured and relevant to the design effort.

Develop review and final plans for the RV Park which include sewer collection systems, RV site pads, roadways. Understand how the site is functioning now, and make recommendations of current features to preserve, what new features to add, and conduct public input sessions.

Activity Milestones:

Description	Approximate Completion Date
Carey Lake Existing Conditions Basemap and site visit	December 31, 2023
Campground design requirements and permitting summary	December 31, 2023
Construction site survey in digital CAD, PDF Formats	December 31, 2023
Programming meetings and public input meetings	December 31, 2023
Summary of online public survey on desired park programming.	December 31, 2023

Activity 2: Construction Documents, Bid Administration, & Construction Oversight

Activity Budget: \$367,000

Activity Description:

Work will include supporting the City by providing utilities (septic and sanitary sewer, electrical, well location, and water) layout and civil design for work related to the Carey Lake campground on the existing Carey Lake Park site. Complete the architectural, mechanical, and electrical building design.

Develop a construction project manual for bidding and make final revisions to the bid drawings, incorporating comments and modifications from the issued bid addenda. Provide bid drawings submit bid advertisements, conduct pre-bid meetings, tabulate bids.

Activity Milestones:

Description	Approximate Completion Date
75% Design Drawings & Outline Specifications	August 31, 2024
Issued for Construction (Final) Project Manual	September 30, 2024
Advertisement for competitive bidding, bid tabulation, and award recommendation	September 30, 2024
Construction administration and oversight until completion	December 31, 2025

Activity 3: Construction

Activity Budget: \$2,110,000

Activity Description:

Site Preparation with common excavation, grubbing and clearing will begin for 38 RV sites and 5 tent camping sites. Installation of water mains to the shower/restroom facility and to the campground loop with hydrant locations throughout the park. Construction of a new on-site septic service to handle the capacity of the campground. Electrical service will be extended from the main service coming into the entrance of the park and distributed throughout the new construction, to include camper hookups for each site. A heated maintenance garage will be constructed to store work equipment and supplies. Construction of the shower/restroom facility will incorporate ADA accessible restrooms and showers for guests and the building will also be heated to allow for winter use by our winter outdoor enthusiasts that use Cary Lake. Walkway paths, access to trailheads, and the main roadway throughout the campground will be constructed providing easy, accessible access to all that will visit the campground.

Activity Milestones:

Description	Approximate Completion Date
Site Prep and earthwork	September 30, 2024
Water and Septic Service	October 31, 2024
Electrical Service	October 31, 2024
Restroom/shower building and maintenance garage construction	September 30, 2025
Trail rehab and construction	September 30, 2025

Project Partners and Collaborators

Name	Organization	Role	Receiving Funds
Mayor Pete Hyduke	City of Hibbing	Project Oversight	No
Hibbing City Council	City of Hibbing	Project Oversight	No
Shelly Hanson	Hibbing Chamber of Commerce	Public Relations and Promotions	No
Greg Pruzinske	City Administrator	Project Oversight	No
Jesse Story	City Engineer	Project Oversight	No
Pete Kero	Barr Engineering	Project design, management, and Construction Administration/Oversight	No
Nick Arola	City of Hibbing	Project Oversight	No
Miriam Kero	Northspan	Community Engagement	No
Betsy Olivanti	City of Hibbing	Economic Development	No
Beth Pierce	Iron Range Tourism Bureau	Data and Information Gathering	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 work be funded?

The Carey Lake Recreation Area is owned and maintained by the City of Hibbing, and this will continue in perpetuity. This development will be funded through a mixture of public and private dollars to ensure the quality, cost, and delivery are commensurate with what our community expects. Funds to operate and maintain the various trails, facilities, and the campground will be provided through the annual city budget. Additionally, we have community organizations that are committed to assisting the city in maintaining the various areas through volunteer efforts within the Carey Lake Recreation Area to ensure its viability in perpetuity.

Project Manager and Organization Qualifications

Project Manager Name: Nick Arola

Job Title: City Services Director

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

In my current position as Director of City Services with the City of Hibbing, I am responsible for the management and operation of multiple city owned properties. Facilities for the City of Hibbing include Hibbing Memorial Building (Hockey Arena & Community Center), City Hall, Greyhound Bus Museum, 30 city parks, Hibbing Municipal Golf Course, and various pavilions & sports complexes. I currently manage a department budget of roughly three million dollars and am responsible for capital improvements and project management to existing and future facilities.

In previous employment positions, I was apart of a \$15 Million dollar hockey arena construction project where I was one of the lead City representatives on the project and worked hand in hand with architects and general contractors from the concept stage to completion of the project. Currently in 2023, I am overseeing a construction project of \$2.5 million dollars within one of our current city parks.

Taking on the addition of the Carey Lake Recreation Area construction project is a welcomed opportunity for me. I look forward to seeing this project through to the end. This eleven hundred acre park is a staple of pride and tradition of the Hibbing community and I take pride in providing quality oversight of all Hibbing facilities.

Organization: City of Hibbing

Organization Description:

Hibbing is organized as a full-service Statutory City in Northern MN, a part of St Louis County, MN with an estimated population of 16,230 residents. The Hibbing City Council, Boards, Commissions, and Staff are committed to providing a community environment that is managed in an effective, accountable and efficient manner. Further, we shall enhance that quality of life which characterizes our community by providing Hibbing's residents with the amenities that make it a desirable place to live, work and play.

We are the people-oriented organization that will reflect the highest standards of public services consistent with the trust and responsibilities given us. We strive to inform all residents of public issues and listen to their concerns for consideration in community policy. Because city government is its people, we are constantly striving for excellence and are committed to quality and professionalism in providing the best in public services to the citizens of Hibbing. Hibbing openly embraces growth and change. The people of Hibbing encourage enhancement of economic, educational, recreational, and cultural opportunities by focusing their vision on: Character, Commitment, and Opportunity. The development of Carey Lake Park to the Carey Lake Recreation Area is rooted in our 2018 Comprehensive Plan.

Budget Summary

Category / Name	Subcategory or Type	Description	Purpose	Gen. Ineligible	% Benefits	# FTE	Classified Staff?	\$ Amount
Personnel								
							Sub Total	-
Contracts and Services								
Barr Engineering	Professional or Technical Service Contract	Conditions Assessment, programming assessment, community engagement, and construction survey.				0		\$1,000
Barr Engineering	Professional or Technical Service Contract	Design and Bidding				-		\$89,000
TBD	Professional or Technical Service Contract	Site Preparation, Earthwork and Permitting				0		\$225,000
TBD	Professional or Technical Service Contract	Water and Septic Service				0		\$400,000
TBD	Professional or Technical Service Contract	Electrical Service				0		\$650,000
TBD	Professional or Technical Service Contract	Campground Appurtenance				0		\$35,000
TBD	Professional or Technical Service Contract	Maintenance Garage				0		\$75,000
TBD	Professional or Technical Service Contract	Restroom/Shower Building Construction				0		\$500,000

Barr Engineering	Professional or Technical Service Contract	Construction Observation				-		\$28,000
TBD	Professional or Technical Service Contract	Trail reconstruction and accessible pathways				0		\$225,000
							Sub Total	\$2,228,000
Equipment, Tools, and Supplies								
							Sub Total	-
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								
		Project Contingency	Inflation and Contingency. Prior approval from the LCCMR would be					\$250,000

			obtained prior to accessing any contingency funds.					
							Sub Total	\$250,000
							Grand Total	\$2,478,000

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	IRRRB	Campground Construction	Secured	\$250,000
Cash	IRRRB Regional Trails Grant	Construction and Rehab of new and existing trails	Secured	\$95,361
			State Sub Total	\$345,361
Non-State				
Cash	City of Hibbing	Design, Engineering, and Construction	Secured	\$580,000
			Non State Sub Total	\$580,000
			Funds Total	\$925,361

Attachments

Required Attachments

Visual Component

File: [c7d97f5f-b78.pdf](#)

Alternate Text for Visual Component

Concept drawing of campground within Carey Lake Recreation Area...

Board Resolution or Letter

Title	File
City Council Resolution	6a5d2fdc-83c.docx

Optional Attachments

Support Letter, Photos, Media, Other

Title	File
Letters of Support	10b86fe3-49f.pdf

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?

Yes

Do you understand and acknowledge IP and revenue-return and sharing requirements in 116P.10?

Yes

Do you wish to request reinvestment of any revenues into your project instead of returning revenue to the ENRTF? If so, describe here:

Yes, Maintain campground capital needs and sustain operations into the future.

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

