



Environment and Natural Resources Trust Fund

2024 Request for Proposal

General Information

Proposal ID: 2024-232

Proposal Title: The Waterfront Park & Trail Development

Project Manager Information

Name: Anna Gruber

Organization: City of Sartell

Office Telephone: (320) 258-7306

Email: kari.theisen@sartellmn.com

Project Basic Information

Project Summary: Project includes development of a new park along the Mississippi River in Sartell, including site work to restore vegetation, construct a berm and new trails, and install lighting.

Funds Requested: \$980,000

Proposed Project Completion: June 30, 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): 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.

The City has an incredible opportunity to redevelopment a former paper mill site into a premiere recreational opportunity along the Mississippi River. The former paper mill operated at the site from 1905 to 2012, when a catastrophic explosion and fire caused operations to cease. The building remnants were removed from the site, but the building slabs and evidence of the past industrial use remains. The site has languished over the past decade, sitting vacant and unused. The City took the proactive step to purchase the land so that a park could be developed along the Mississippi and to facilitate redevelopment of the other portion of the site into commercial and residential uses. Sartell was built up around the paper mill and while the loss of the mill was devastating for the community, we now have the opportunity to return this amazing piece of property into a public park and reconnect our community to the Mississippi River. In addition to acquisition, the City has undertaken an environmental assessment to ensure site issues are addressed during the property redevelopment and secured a grant to begin design of the trail network to connect the park to the existing trail network.

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 park will be a regional asset, offering numerous recreation experiences and will draw residents and visitors to enjoy the park year-round. LCCMR funding is requested for the grading/site work necessary to restore vegetation throughout the park, including native plants, and construction of a berm, new trails, and lighting. Because of the scale of the project and the extraordinary cost of redeveloping a former industrial property, we are seeking other grant funds to assist with trail connections, docks on the Mississippi River for fishing and boating, and a park shelter with bathrooms. This mix of amenities is meant to appeal to a wide variety of people, allowing for walking, biking, boating, fishing, skating, and gathering to enjoy the natural beauty of the Mississippi River. The connections to the existing trail network will mean that people on both sides of the river can access the site. The trail network will make use of an existing historic pedestrian bridge that currently dead ends at the site, which will then connect to the regional trail network on the west side of the river. The trail connection to the east will connect to the Mississippi River Trail and local trail network.

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 will protect and enhance the Mississippi River and the park land itself by reducing impervious surface at the site and restoring vegetation within the park. The transformation of the site from its past industrial use to green space will allow wildlife to return. The community and region will be able to connect with the Mississippi River in a way that hasn't been possible before, with access to docks for fishing and boating.

Activities and Milestones

Activity 1: Design and Construction Administration

Activity Budget: \$81,500

Activity Description:

Design of park improvements and construction administration

Activity Milestones:

Description	Approximate Completion Date
Begin project design	July 31, 2024
Finish project design	December 31, 2024
Permits obtained	April 30, 2025
Final approval of construction work by City Council	June 30, 2026

Activity 2: Construction

Activity Budget: \$898,500

Activity Description:

Site work to re-establish vegetation and install a berm, landscaping, and construction of new trails and lighting.

Activity Milestones:

Description	Approximate Completion Date
Project bidding	April 30, 2025
Construction begins	May 31, 2025
Construction completed	May 31, 2026
Final approval of construction work by City Council	June 30, 2026

Project Partners and Collaborators

Name	Organization	Role	Receiving Funds
Mayor Ryan Fitzthum	City of Sartell	Project Implementation	No
Kevin Winkelman	Eagle Creek Renewable Energy	Sartell Hydro Project Owner/operator	No
Brian Gibson	St. Cloud Area Planning Organization	Funding for trail design	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 City will oversee implementation of the project and will select a contractor through a competitive bid process. We established a special fund to pay for this project and will also utilize our local sales tax toward trail costs. The City has already invested a significant amount of money, more than \$1 million to-date, and is committed to the project, but we need grant assistance for some of the project components. Ongoing operations and maintenance will be performed by our Public Works Department and the operational costs will be part of our annual city budget.

Project Manager and Organization Qualifications

Project Manager Name: Anna Gruber

Job Title: City Administrator

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

Anna Gruber has nearly 15 years of experience in local government and city administration, including the successful management of several large, grant-funded projects throughout her career. This includes:

- Safe Routes to Schools (Pierz & Sartell Applications)
- State Highway 25 Reconstruct Project & State Funding
- Local Road Improvement Funding & Project Scout & Dehler Drives
- MN Department of Natural Resources Outdoor Recreation Grant for Watab Park
- Small Cities Development Program (Pierz & Sartell Applications)
- CARES Act & ARPA Funding Programs
- FEMA Emergency Response Applications (COVID-19)
- MN Department of Natural Resources Regional Trail Program (Multiple Projects)
- Transportation Alternatives Sidewalk & Trail Gap Projects
- Local Surface Transportation Black Grant Program – 15th Street North
- Sauk River Regional Park & Linear Park Enhancement Projects

Organization: City of Sartell

Organization Description:

The City of Sartell is a unit of local government. Sartell is a thriving community located along the Mississippi River in central Minnesota.

Budget Summary

Category / Name	Subcategory or Type	Description	Purpose	Gen. Ineligible	% Benefits	# FTE	Classified Staff?	\$ Amount
Personnel								
							Sub Total	-
Contracts and Services								
Engineer selected through qualifications process	Professional or Technical Service Contract	Design and construction administration work for project				0.25		\$81,500
Contractor selected through bidding process	Professional or Technical Service Contract	Construction of project				6		\$898,500
							Sub Total	\$980,000
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								
							Sub Total	-
							Grand Total	\$980,000

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 Outdoor Recreation Grant	Construction of docks, park shelter with restrooms, and associated utilities.	Potential	\$350,000
Cash	DNR Local Trail Connection Grant	Construction of trail connection to existing pedestrian bridge and to park amenities	Potential	\$250,000
Cash	DNR Regional Trail Program	Construction of trail connection to Mississippi River Trail	Potential	\$300,000
Cash	Carbon Reduction Program	Planning, survey, and design of regional and local trail connections.	Secured	\$179,800
			State Sub Total	\$1,079,800
Non-State				
Cash	City of Sartell	Acquisition (recently occurred)	Secured	\$950,000
Cash	City of Sartell	Local matching funds for DNR Outdoor Recreation Grant - docks, shelter, restrooms, utilities	Secured	\$352,000
Cash	City of Sartell	Local matching funds for DNR Local Trail Connection Program - trail construction	Secured	\$85,000
Cash	City of Sartell	Local matching funds for DNR Regional Trail Program - trail construction	Secured	\$100,000
Cash	City of Sartell	Local matching funds for Carbon Reduction Program – planning, survey and design of regional and local trail connections.	Secured	\$45,000
			Non State Sub Total	\$1,532,000
			Funds Total	\$2,611,800

Attachments

Required Attachments

Visual Component

File: [f6c80064-2b0.pdf](#)

Alternate Text for Visual Component

The map shows the park area in green where site work will occur, such as re-establishing vegetation and installing a berm and lighting. The proposed trail is shown in yellow and the other planned trail connections (funded through other sources) are shown in black....

Board Resolution or Letter

Title	File
Council Resolution	9b39cf81-d59.pdf

Optional Attachments

Support Letter, Photos, Media, Other

Title	File
Letter of Support - APO	73fbd677-d23.pdf
Letter of Support - Benton County	2511d997-155.pdf
Letter of Support - GSDC	57f6dc41-3e0.pdf
Letter of Support - BEP	4e0cc9ff-be4.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?

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?

No

