



Environment and Natural Resources Trust Fund

2027 Request for Proposal

General Information

Proposal ID: 2027-429

Proposal Title: Lake Elmo Park Reserve - Single Track Trail

Project Manager Information

Name: Andrea Rehm

Organization: Washington County

Office Telephone: (651) 430-4332

Email: andrea.rehm@washingtoncountymn.gov

Project Basic Information

Project Summary: Construct a 10-mile single track trail system in Washington County's Lake Elmo Park Reserve to enhance and expand outdoor recreational opportunities.

ENRTF Funds Requested: \$1,500,000

Proposed Project Completion: October 31, 2028

LCCMR Funding Category: Education and Outdoor Recreation (C)

Project Location

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

Region(s): Metro

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

Region(s): Metro

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.

Washington County is seeking funding to construct a 10-mile single track trail system in Lake Elmo Park Reserve.

Lake Elmo Park Reserve is Washington County's most visited park (540,000+ annual visitors) and serves residents across the metropolitan area. The 2,165-acre county-owned and operated regional park is open year-round and offers a range of recreational opportunities including camping, a swimming pond, non-motorized boating, and paved and soft surface trails. The park's amenities, services, and proximity to population centers make it a destination for users who have been traditionally underrepresented in regional park visitation.

Lake Elmo Park Reserve's 2006 master plan identified single track trails as a future park amenity, but dedicated facilities have not yet been implemented and demand for mountain bike recreation continues to grow. At the park today, mountain bikers share multi-use turf trails with hikers, dog walkers, and equestrians, creating safety concerns and user conflicts. This represents a key opportunity to improve the recreational experience for many different trail users. Existing mountain bikers, including high school mountain bike teams from Stillwater, Woodbury, and Cottage Grove, as well as organized adult riding groups, have expressed strong support for dedicated single track trail facilities at this location.

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.

Per a comprehensive design process conducted in 2024/2025, Washington County's proposed project will construct a 10-mile single track trail system at Lake Elmo Park Reserve to accommodate growing demand for mountain biking and eliminate conflicts with other types of trail users. The project scope includes:

SHPO Consultation – Follow up fieldwork was identified through Washington County's design process. Washington County will conduct the fieldwork to gather more detailed site information and consult with the Minnesota State Historic Preservation Office (SHPO) before construction.

Construction - Washington County will contract a construction firm to construct the 10-mile single track trail system.

Close Out - Washington County will close out the project by acknowledging the contribution of the ENRTF award in trail signage and opening the new trail system to the public.

ENRTF funds are being requested to complete SHPO consultation and construction.

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 alleviate user conflicts, improve safety, and accommodate the growing mountain biking community while preserving quality experiences for other park users. It will complement existing amenities, expanding the park's role as a recreation destination.

Trails will traverse wetlands, prairie, forest, and savannah, and will include pull-offs to encourage users to appreciate natural resources. Construction will yield secondary benefits through invasive species removal, erosion control, and native vegetation re-establishment.

Much of the system is designed for beginner riders, creating a gateway to accessible recreation for underserved communities. Washington County's equity programs will be leveraged to develop inclusive programming.

Activities and Milestones

Activity 1: SHPO Consultation

Activity Budget: \$200,000

Activity Description:

Washington County will conduct fieldwork to gather more detailed site information and consult with the Minnesota State Historic Preservation Office (SHPO) ahead of construction.

Activity Milestones:

Description	Approximate Completion Date
Consultation with SHPO	September 30, 2027

Activity 2: Construction

Activity Budget: \$1,299,999

Activity Description:

Washington County will contract a construction firm to construct a 10-mile single track trail system in Lake Elmo Park Reserve.

Activity Milestones:

Description	Approximate Completion Date
All Construction Funds Legally Secured	January 31, 2027
Construction Contractor Selected	April 30, 2027
Required Permits Secured	September 30, 2027
Construction Begins	September 30, 2027
Construction Completed	October 31, 2028

Activity 3: Close Out

Activity Budget: \$1

Activity Description:

Washington County project manager will lead close out of the project. Objectives include acknowledging contribution of ENRTF award and opening the new trail system to the public. This activity will be funded by local contributions/non-ENRTF funds but was included here to document the minimum required milestones outlined in the capital construction project questionnaire.

Activity Milestones:

Description	Approximate Completion Date
Notice of Funding Restriction Recorded	October 31, 2028
Certificate of Occupancy or Equivalent Obtained	October 31, 2028
Signage Installed with ENRTF Language and/or Logo	October 31, 2028
Open for Intended Use	October 31, 2028

Dissemination

Describe your plans for dissemination, presentation, documentation, or sharing of data, results, samples, physical collections, and other products and how they will follow ENRTF Acknowledgement Requirements and Guidelines.

Construction updates will be available on the County website and via an email subscription. The opening of the trail system will be advertised on County social media and via a press release. Communications during each of these phases will acknowledge the Environment and Natural Resources Trust Fund through attribution language.

Signage for the single track trail system will be designed to acknowledge the Environment and Natural Resources Trust Fund through use of the trust fund logo.

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 system is designed for long-term sustainability with consideration of ongoing maintenance. Sustainable trail design principles (proper drainage, appropriate grades, and durable tread surfaces) will minimize erosion and intensive upkeep. Routine maintenance includes seasonal trail inspections, vegetation management, drainage clearing, and minor tread repairs. Through its dedicated annual operating budget, Washington County Parks employs maintenance staff who will provide ongoing operational support.

The project benefits from strong volunteer stewardship interest. Multiple established trail advocacy organizations have expressed commitment to forming a volunteer maintenance program. These partnerships will supplement County efforts through organized work days, stewardship agreements, and community engagement activities.

Project Manager and Organization Qualifications

Project Manager Name: Andrea Rehm

Job Title: Planner

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

Andrea Rehm is a planner accredited by the American Institute of Certified Planners (AICP) and will work in conjunction with a Washington County civil engineer / professional engineer (PE) to deliver the project as described in this proposal. As a whole, Washington County Public Works annually delivers over \$30 million of capital projects and has a proven track record of project management.

Organization: Washington County

Organization Description:

Washington County is located on the eastern edge of the Twin Cities metropolitan area. It covers 423 square miles of land and has a population of 287,907, making it the fifth most populous county in the State. Its mission is to provide exceptional services that enhance quality of life and promote a safe, healthy, and welcoming community for all.

Budget Summary

Category / Name	Subcategory or Type	Description	Purpose	Gen. Ineligible	% Benefits	# FTE	Classified Staff?	\$ Amount
Personnel								
							Sub Total	-
Contracts and Services								
TBD	Service Contract	Construct trail system as specified in final design.				12		\$1,300,000
TBD	Service Contract	Conduct archaeological fieldwork and facilitate consultation with SHPO.				2		\$200,000
							Sub Total	\$1,500,000
Equipment, Tools, and Supplies								
							Sub Total	-
Capital Equipment								
							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	\$1,500,000

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	Washington County - Planned Use of Fund Balance	Construction and close out	Secured	\$475,000
Cash	Washington County	Final Design completed in 2025.	Secured	\$51,510
In-Kind	Washington County	Civil Engineer (.5 FTE for 1 year) to manage fieldwork/SHPO consultation, construction, and close out.	Potential	\$54,000
			Non State Sub Total	\$580,510
			Funds Total	\$580,510

Total Project Cost: \$2,080,510

This amount accurately reflects total project cost?

Yes

Attachments

Required Attachments

Visual Component

File: [f6da9baf-7cb.pdf](#)

Alternate Text for Visual Component

Map of proposed single track trail system in Washington County's Lake Elmo Park Reserve....

Financial Capacity

Title	File
Washington County Annual Comprehensive Financial Report	966669aa-2cf.pdf
Washington County Financial Statement	80107470-4f9.pdf

Board Resolution or Letter

Title	File
Washington County Resolution of Support	86cff30b-b5a.pdf

Supplemental Attachments

Capital Project Questionnaire, Budget Supplements, Support Letter, Photos, Media, Other

Title	File
Capital Construction Project Budget Addendum_LEPR Single Track Trail	9248c7a7-c58.pdf
Capital Construction Project Questionnaire_LEPR Single Track Trail	3aac4d9c-e7c.pdf

Administrative Use

Does your project include restoration or acquisition of land rights?

No

Do you understand that travel expenses are only approved if they follow the "Commissioner's Plan" promulgated by the Commissioner of Management of Budget or, for University of Minnesota projects, the University of Minnesota plan?

N/A

Does your project have potential for royalties, copyrights, patents, sale of products and assets, or revenue generation?

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 pre-design, design, construction, or renovation of a building, trail, campground, or other fixed capital asset costing \$10,000 or more or large-scale stream or wetland restoration?

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 as "the provision of care, treatment, education, training, instruction, or recreation to children")?

No

Provide the name(s) and organization(s) of additional individuals assisting in the completion of this proposal:

N/A

Do you understand that a named service contract does not constitute a funder-designated subrecipient or approval of a sole-source contract? In other words, a service contract entity is only approved if it has been selected according to the contracting rules identified in state law and policy for organizations that receive ENRTF funds through direct appropriations, or in the DNR's reimbursement manual for non-state organizations. These rules may include competitive bidding and prevailing wage requirements

Yes, I understand