

## **2005 Project Abstract**

For the Period Ending June 30, 2007

**TITLE:** Arrowhead Regional Bike Trail Connections Plan

**PROJECT MANAGER:** Andy Hubley

**ORGANIZATION:** Arrowhead Regional Development Commission

**ADDRESS:** 221 West First Street Duluth, MN 55802

**WEB SITE ADDRESS:** [www.arrowheadplanning.org](http://www.arrowheadplanning.org)

**FUND:** Environment and Natural Resources Trust Fund

**LEGAL CITATION:**

ML 2005, First Special Session, Chp. 1, Art. 2, Sec. 11, Subd. 6(o).

**APPROPRIATION AMOUNT:** \$83, 000.00

### Overall Project Outcome and Results

The Arrowhead Regional Bike Trail Connections Plan objective is to guide to long-term transportation investments in the Arrowhead Region by recommending bicycle and pedestrian connections from communities and tourist facilities to the Region's three major trails-the Willard Munger State Trail, the Gitchi-Gami State Trail, and the Mesabi Trail, and to the Region's several shorter trail segments.

The project assessed the region's ten trails and inventoried 19 facilities and communities which were within five miles from the current regional trails. Five of these communities were identified as lacking adequate trail connections. ARDC guided these communities through a more detailed planning process to design connection that improved the public's trail access.

The project succeeded in producing a resource document that includes a trail assessment with maps, photos and descriptions, and the conditions of the trail connections for communities in proximity. This information resulted in five communities receiving detailed trail plans, who are now ready to work with ARDC's transportation planning program to implement the connections.

Project Results Use and Dissemination The final Arrowhead Region Bike Connections Plan is being used by communities to improve their trail access. Local and regional planners are also using the Plan for related projects. The public and interested officials can view the document on ARDC Regional Planning Division website: [www.arrowheadplanning.org/bikeconnections](http://www.arrowheadplanning.org/bikeconnections)

## LCMR 2005 Work Program

**Date of Report:** June 30, 2007

LCMR Final Work Program Report

**Date of Work Program Approval:** June 14, 2005

**Project Completion Date:** June 30, 2007

### **I. PROJECT TITLE:** Arrowhead Regional Bike Trail Connections Plan

**Project Manager:** Andy Hubley

**Affiliation:** ARDC

**Mailing Address:** 221 West First Street

**City / State / Zip :** 55802

**Telephone Number:** 218-529-7512

**E-mail Address:** ahubley@ardc.org

**FAX Number:** 218-529-7592

**Web Page address:** www.arrowheadplanning.org

**Location:** The seven-county (Aitkin, Carlton, Cook, Itasca, Koochiching, Lake, and St. Louis) Arrowhead Region of Minnesota

|  |                            |                    |
|--|----------------------------|--------------------|
| <b>Total Biennial LCMR Project Budget:</b> | <b>LCMR Appropriation:</b> | <b>\$83,000.00</b> |
|  | <b>Minus Amount Spent:</b> | <b>\$67,305.19</b> |
|  | <b>Equal Balance:</b>      | <b>\$15,694.81</b> |

**Legal Citation:** ML 2005, First Special Session, Chp 1, Art. 2, Sec. 11, Subd 6  
(o)

**Appropriation Language:** Arrowhead Regional Bike Trail Connections Plan  
\$42,000 the first year and \$41,000 the second year are from the trust fund to the commissioner of natural resources for an agreement with the Arrowhead Regional Development Commission to analyze the Arrowhead's major bike trails and plan new trail connections.

**II. and III. FINAL PROJECT SUMMARY:** The Arrowhead Regional Bike Trail Connections Plan objective was to guide long-term transportation investments in the Arrowhead Region by recommending bicycle and pedestrian connections from communities and tourist facilities to the Region's three major trails-the Willard Munger State Trail, the Gitchi-Gami State Trail, and the Mesabi Trail, and to the Region's several shorter trail segments. The project assessed the region's trails and inventoried facilities and communities within a reasonable distance from the current regional trails. These facilities included: resort areas, large public parks, and any other site that concentrate tourist or bicyclists. Five communities lacking adequate trail connections were identified for more detailed planning.

The project succeeded in producing a database and inventory with maps, photos and descriptions of the trails, and the conditions of the trail connections for communities in proximity. In addition, detailed trail connection plans were developed for the five communities.

Project Results Use and Dissemination The Project resulted in five communities receiving assistance from the ARDC to collaborate on a trail planning program which lead to a detailed planning process of their connector from basic design, identification of segments, costs, and the responsible party of maintenance. The final step included implementation and funding strategies. The detailed planning process and final documents are available for review on the ARDC Regional Planning Division website [www.arrowheadplanning.org/bikeconnections](http://www.arrowheadplanning.org/bikeconnections).

#### **IV. OUTLINE OF PROJECT RESULTS:**

##### **Result 1: Long-term Bike Trail Investment Guide**

###### **Description:**

ARDC developed a comprehensive base map of pedestrian and bicycle traffic generators in Northeast Minnesota. The maps and ARDC's working knowledge of the region assisted in our staff identifying a multitude of desirable connections and the current condition of each connection to its neighboring community. ARDC performed extensive field checks of all identified areas and then collaboratively worked with our region-wide trail committee to prioritize the best five connections for which to develop detailed plans. The prioritization criteria used included:

- Existing trail planning
- Length of the connection
- Community proximity to trail
- Difficulty of Right of Way acquisition

After the trail committee's input, ARDC assembled the collected information from the prioritization process into a complete assessment document which describes all of the major trails and the communities that surround them.

In hindsight, ARDC would have benefited from an early fall meeting with our region-wide trail committee before completing a majority of the field work. Their working knowledge of the specific area would have improved the initial information ARDC staff collected. This is despite ARDC staff contacting individual trail committee members frequently with specific questions.

Amendment Request: 5/22/07

Amendment Approved: 5/23/07

ARDC was able to complete this result with less than anticipated travel expenses, because we conducted fewer, but longer, trail planning meetings with the stakeholders. The document production will be less because ARDC's web site is now more efficient at delivering the documents to the public than a hard copy. This has resulted in a slightly higher need in the personnel budget for Result 1. See Attachment A for details.

|  |             |              |
|--|-------------|--------------|
| Summary Budget Information for Result 1: | LCMR Budget | \$ 32,500.00 |
|  | Balance     | \$ 2,446.70  |

**Completion Date:** December 31, 2006

## **Result 2: Individual Trail Plans**

**Description:** ARDC worked with the five communities identified as needing a trail connector. The communities included:

- Community of Esko in Thomson Township to the Munger Trail
- Residential areas in the City of Hibbing to the Mesabi Trail
- South neighborhoods in the City of Mountain Iron to the Mesabi Trail
- The City of Hoyt Lakes and Forest Highway 11 to the Mesabi Trail

The planning process differed slightly for each community depending on the nature of the needed connection and the associated community dynamic. But generally, the five communities reviewed a number of possible connection types and alignments. Community input and other information such as projected use and costs were used to determine what connection type and location best fit each community. The recommended connections were mapped, cost estimates were determined, and landscape schematics were developed. ARDC has shared the recommended projects with the communities and will be working with them through our transportation planning program to implement the connections. ARDC assembled all of the information, recommendations, and graphics and included it with the Result 1 document.

The work done during this phase could have been improved with a more flexible planning process. The communities differed in the amount of time needed during each step of the process.

The completed document is the only regional resource providing an assessment of the major trails, Arrowhead Region communities and tourist destinations, and plans for five community trail connections. The document is available to the public and interested officials at: [www.arrowheadplanning.org/bikeconnections](http://www.arrowheadplanning.org/bikeconnections)

Amendment Request: 5/22/07

Amendment Approved: 5/23/07

ARDC is seeking to contract with a Duluth landscape architect in order to develop design schematics for the planned bike connection segments. These drawings will be used in the document to provide the communities and public with a more clear vision of the recommended trail connection. In the attached budget, I am showing \$6,500 for the contract. That is an "up-to" amount-I am anticipating the drawings will actually cost less. I moved this amount from Result 2's report production expenses. ARDC is proposing to spend less on report production because we are planning to make the project and its maps web-based, with less emphasis on the hard copy.

Documents will still be produced, but ARDC will direct the public to use the web page in most cases.

**Summary Budget Information for Result 2:** LCMR Budget      \$ \_50,500.00 \_\_\_\_  
Balance      \$ \_13,248.11 \_\_\_\_

**Completion Date:** June 30, 2007

**V. TOTAL LCMR PROJECT BUDGET: SEE ATTACHMENT A**

|                           |             |
|---------------------------|-------------|
| All Results: Personnel:   | \$62,113.77 |
| All Results: Equipment:   | \$ 0.00     |
| All Results: Development: | \$ 0.00     |
| All Results: Acquisition: | \$ 0.00     |
| All Results: Other:       | \$ 5,191.42 |

**TOTAL LCMR PROJECT BUDGET: \$83,000.00**

**Explanation of Capital Expenditures Greater Than \$3,500:**

**VI. OTHER FUNDS & PARTNERS:**

**A. Project Partners:**

**B. Other Funds being spent during the Project Period:**

**C. Required Match (if applicable):**

**D. Past Spending:**

**E. Time:**

**VII. DISSEMINATION:** ARDC will make all meeting announcements, meeting minutes, meeting support materials, draft plan documents, and final plan documents available to anyone via our web site ([www.arrowheadplanning.org](http://www.arrowheadplanning.org)) or by mail if requested. ARDC will make all data and Geographic Information Systems coverages generated by ARDC available via email or computer disk.

**VIII. REPORTING REQUIREMENTS:** Periodic work program progress reports will be submitted not later than September 30, 2005, April 30, 2006, September 30, 2006, April 30, 2007, and a final work program report on June 30, 2007.

**IX. RESEARCH PROJECTS:**

**Attachment A: Progress Report: Arrowhead Regional Bike Trail Connections Plan (o60) October 1, 2005 through June 30, 2007**

**Proposal Title:** Arrowhead Regional Bike Trail Connections Plan #06o

**Work Program:** ML 2005, First Special Session, Chapter 1, Article 2, Section 11, Subd 6(o)

**Project Manager Name:** Andy Hubley

**LCMR Requested Dollars:** \$ 83,000.00

- 1) See list of non-eligible expenses, do not include any of these items in your budget sheet
- 2) Remove any budget item lines not applicable

| 2005 LCMR Proposal Budget   | <u>Result 1<br/>Budget:</u> | <u>Result 1 Revised<br/>Budget 5/22/07</u> | <u>Amount Spent<br/>(6/30/07)</u> | <u>Balance<br/>(6/30/07)</u> | <u>Result 2<br/>Budget:</u>       | <u>Result 2 Revised<br/>Budget 5/22/07</u> | <u>Amount Spent<br/>(6/30/07)</u> | <u>Balance<br/>(6/30/07)</u> | <u>Revised 5/22/07</u>           | <u>Balance<br/>(6/30/07)</u> |
|---|-----------------------------|--|-----------------------------------|------------------------------|-----------------------------------|--|-----------------------------------|------------------------------|----------------------------------|------------------------------|
| <b>BUDGET ITEM</b>  |                             |  |                                   |                              | <i>Individual Trail<br/>Plans</i> |  |                                   |                              | <b>TOTAL FOR<br/>BUDGET ITEM</b> |                              |
| <b>PERSONNEL: Staff Expenses, wages, salaries</b><br>– Be specific on who is paid \$, to do what? Make<br>each person paid a separate line item |                             |  |                                   |                              |                                   |  |                                   |                              |                                  |                              |
| <i>All Personnel: Research, Meeting Organization<br/>and Facilitation, field reviews, document writing,<br/>mapping</i>                         | \$ 19,150.00                | \$ 21,000.00                               | \$ 19,962.96                      | \$ 1,037.04                  | \$ 23,200.00                      | \$ 23,200.00                               | \$ 22,942.97                      | \$ 257.03                    | \$ 44,200.00                     | \$ 1,294.07                  |
| <b>PERSONNEL: Staff benefits – Be specific; list<br/>benefits for each person on a separate line item</b>                                       |                             |  |                                   |                              |                                   |  |                                   |                              |                                  | \$ -                         |
| <i>All Personnel: Research, Meeting Organization<br/>and Facilitation, field reviews, document writing,<br/>mapping</i>                         | \$ 8,950.00                 | \$ 9,712.50                                | \$ 9,232.94                       | \$ 479.56                    | \$ 10,825.00                      | \$ 10,825.00                               | \$ 9,974.90                       | \$ 850.10                    | \$ 20,537.50                     | \$ 1,329.66                  |
| <b>Travel expenses in Minnesota</b>   | \$ 1,900.00                 | \$ 550.00                                  | \$ 363.13                         | \$ 186.87                    | \$ 3,975.00                       | \$ 3,975.00                                | \$ 499.72                         | \$ 3,475.28                  | \$ 4,525.00                      | \$ 3,662.15                  |
| <b>Other</b>  |                             |  |                                   | \$ -                         |                                   |  |                                   |                              |                                  |                              |
| <i>Report Production-25 copies</i>  | \$ 2,500.00                 | \$ 1,237.50                                | \$ 494.27                         | \$ 743.23                    |                                   | \$ -                                       | \$ -                              |                              | \$ 1,237.50                      | \$ 743.23                    |
| <i>Report Production-100 copies</i>   |                             |  | \$ -                              |                              | \$ 12,500.00                      | \$ 4,000.00                                | \$ 561.30                         | \$ 3,438.70                  | \$ 4,000.00                      | \$ 3,438.70                  |
|   |                             |  |                                   |                              |                                   |  |                                   |                              |                                  | \$ -                         |
| <i>Landscape Architect</i>  |                             |  | \$ -                              |                              |                                   | \$ 8,500.00                                | \$ 3,273.00                       | \$ 5,227.00                  | \$ 8,500.00                      | \$ 5,227.00                  |
| <b>COLUMN TOTAL</b>   | <b>\$ 32,500.00</b>         | <b>\$ 32,500.00</b>                        | <b>\$ 30,053.30</b>               | <b>\$ 2,446.70</b>           | <b>\$ 50,500.00</b>               | <b>\$ 50,500.00</b>                        | <b>\$ 37,251.89</b>               | <b>\$ 13,248.11</b>          | <b>\$ 83,000.00</b>              | <b>\$ 15,694.81</b>          |