



## STAFF REPORT

DATE: 06/06/2023

### **CONSENT MOTION**

**TO:** City Council

**FROM:** Adam Swanepoel, Assistant Public Works Director

**AGENDA ITEM:** Cross Country Trail Grooming Grant

**REVIEWED BY:** Marty Powers, Public Works Director

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### **BACKGROUND:**

For the past several years, the City has been a participant in the Cross Country Ski Trail Assistance Program sponsored by the Minnesota DNR. This program allows for reimbursement of costs related to maintaining the ski trails in the forms of fall trail maintenance and winter trail grooming. The proposed application would cover the 2023/2024 ski season in Sunfish Lake and Reid Park.

### **ISSUE BEFORE COUNCIL:**

Should the city pursue submission of a grant application for Cross Country Trail Grooming Reimbursement at Sunfish Lake and Reid Park?

### **PROPOSAL DETAILS/ANALYSIS:**

Each year the City of Lake Elmo has applied for the Cross Country Ski Trail Assistance Program through the Minnesota Department of Natural Resources for the trail system in Sunfish Lake Park. The City added almost two miles of additional trails in 2022 by adding Reid Park to the trail grant. The fund allocations are driven by the number of participants in the program and the number of trail miles being maintained. The city has consistently received \$4,000-\$5,500 per year in grant funds to cover a portion of the costs related to the Cross Country Ski Trail maintenance in Sunfish Lake Park. These funds are used to help offset the cost of fall trail preparations and the cost of grooming throughout the winter months. A requirement of the application process is to attach a resolution providing City Council approval to sponsor the participation in the program.

### **FISCAL IMPACT:**

- If awarded, the city could receive approximately \$4,500 to \$5,500 to help offset the cost of trail maintenance.

### **OPTIONS:**

- Approve participation in Cross Country Trail Grooming Grant
- Deny participation in Cross Country Trail Grooming Grant
- Table for future discussion

### **RECOMMENDATION:**

***"Motion to approve Resolution #2023-060 to approve grant submission to Minnesota Department of Natural Resources for Cross Country Ski Trail Grant-In-Aid Program."***

### **ATTACHMENTS:**

- Resolution
- Grant Application

**CITY OF LAKE ELMO  
WASHINGTON COUNTY  
STATE OF MINNESOTA**

**RESOLUTION NO. 2023-060**

**A RESOLUTION RELATED TO SPONSORING THE CITY OF LAKE ELMO  
PARTICIPATION IN THE MINNESOTA DEPARTMENT OF NATURAL RESOURCES  
CROSS-COUNTRY SKI TRAIL GRANT-IN-AID PROGRAM FOR THE  
2023-2024 SEASON**

BE IT RESOLVED, by the City Council of the City of Lake Elmo, Minnesota, that the City of Lake Elmo will sponsor the City participation in the Minnesota Department of Natural Resources Cross-Country ski Trail Grant-In-Aid Program for the 2023-2024 Ski Season.

APPROVED by the lake Elmo City Council on this 6<sup>th</sup> day of June, 2023

By: \_\_\_\_\_  
Charles Cadenhead  
Mayor

ATTEST:

\_\_\_\_\_  
Julie Johnson  
City Clerk



**MINNESOTA CROSS-COUNTRY SKI TRAIL GRANT-IN-AID PROGRAM  
MAINTENANCE AND GROOMING APPLICATION**

**GENERAL INFORMATION**

Trail Name: <b>Sunfish/Reid Park</b>		Base Ski GIA Grant Amount: <b>\$5,268</b>
Trail Association or Club Name (if applicable): <b>City of Lake Elmo</b>		Miles of Trail in GIA Program: <b>7.13</b>
Trail Administrator Name: <b>Adam Swanepoel</b>	Trail Administrator Email: <a href="mailto:aswanepoel@lakeelmo.org">aswanepoel@lakeelmo.org</a>	Trail Administrator Phone: <b>651-747-3946</b>
Trail Administrator/Association Mailing Address (Street, Box Number, City, State, and Zip Code): <b>3880 Laverne Ave. N. Lake Elmo, MN 55042</b>		
Trail Administrator Signature: <i>Adam Swanepoel</i>		Trail Administrator Signed Date: <b>05/26/2023</b>

**UNIT OF GOVERNMENT/SPONSOR APPROVAL**

Unit of Government Sponsor: <b>City of Lake Elmo</b>	Sponsor Email: <a href="mailto:aswanepoel@lakeelmo.org">aswanepoel@lakeelmo.org</a>	Sponsor Phone: <b>651-747-3946</b>
Authorized Representative of Sponsor Name: <b>Adam Swanepoel</b>	Authorized Representative of Sponsor Title: <b>Assistant Director of Public Works</b>	
Sponsor Mailing Address (Street, Box Number, City, State, and Zip Code): <b>3880 Laverne Ave. Lake Elmo, MN 55042</b>		
Sponsor Signature: <i>Adam Swanepoel</i>		Sponsor Signed Date: <b>05/26/2023</b>

**REQUIRED ATTACHMENTS**

	Final Grooming Request for Reimbursement from Previous Year
	Local Unit of Government/Sponsor Resolution
	Map of Ski GIA Trail
	Sign Order (if applicable)

**DEPARTMENT OF NATURAL RESOURCES APPROVAL OF APPLICATION**

Parks and Trails Area Supervisor Signature:	Signed Date:
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