

**Environment and Natural Resources Trust Fund  
2020 Request for Proposals (RFP)**

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**Project Title:**

**ENRTF ID: 276-G**

Perham to Pelican Rapids Regional Trail (West Segment)

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**Category:** G. Land Acquisition for Habitat and Recreation

**Sub-Category:**

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**Total Project Budget: \$** 2.836.000

**Proposed Project Time Period for the Funding Requested:** June 30, 2023 (3 yrs)

**Summary:**

Requesting funding for the West Segment (6.83 miles) of the 32-mile Perham to Pelican Rapids Regional Trail that will connect the city of Pelican Rapids to Maplewood State Park.

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**Name:** Charles Grotte

**Sponsoring Organization:** Otter Tail County

**Job Title:** \_\_\_\_\_

**Department:** Public Works (Highway Department)

**Address:** 505 South Court Street, Suite 1  
Fergus Falls MN 56537

**Telephone Number:** (218) 998-8475

**Email** cgrotte@co.ottertail.mn.us

**Web Address:** https://ottertailcountymn.us

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**Location:**

**Region:** Central

**County Name:** Otter Tail

**City / Township:** Perham, Pelican Rapids, Vergas, Dent, Richville, Erhard

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**Alternate Text for Visual:**

Multi-use trail from the south end of the City of Pelican Rapids south along Trunk Highway (TH) 59 to County State Aid Highway (CSAH) 3, and then east on CSAH 3 to the west boundary of Maplewood State Park.

_____ Funding Priorities	_____ Multiple Benefits	_____ Outcomes	_____ Knowledge Base
_____ Extent of Impact	_____ Innovation	_____ Scientific/Tech Basis	_____ Urgency
_____ Capacity Readiness	_____ Leverage	_____ TOTAL	_____ %



**Environment and Natural Resources Trust Fund (ENRTF)  
2020 Main Proposal Template**

**PROJECT TITLE: Perham to Pelican Rapids Regional Trail – West Segment**

**I. PROJECT STATEMENT**

Otter Tail County is requesting LCCMR funding for the West Segment (6.83 miles) of the 32-mile Perham to Pelican Rapids Regional Trail that will connect the two communities via Maplewood State Park. The trail master plan can be reviewed here: <https://ottertailcountymn.us/project/perham-to-pelican-rapids-trail>. The West Segment will connect the City of Pelican Rapids to Maplewood State Park. The park is a significant destination for residents and visitors alike. Maplewood State Park hosted over 154,000 visitors in 2017 with attendance trends on the rise. There is not currently a safe, non-motorized transportation alternative from Maplewood State Park to any local communities, including Pelican Rapids.

Alignment with LCCMR Funding Priorities

Section G (i.e. Land Acquisition, Habitat, and Recreation) - This proposal specifically aims to expand outdoor recreational opportunities by connecting the community of Pelican Rapids to Maplewood State Park via a 6.83-mile recreational trail. It will also expand existing state trail systems by connecting the Central Lakes and Heartland Trails in the future. Otter Tail County is in a beautiful part of Minnesota with an abundance of lakes, wetlands, rolling hills and agricultural areas. Outdoor recreation is an important part of the quality of life and the tourism economy in Otter Tail County.

Section C (i.e. Environmental Education) – This proposal significantly improves access to outdoor recreational opportunities to diverse and changing populations. Racial and ethnic minority populations tend to participate less in most nature-based outdoor recreation activities, including visiting state parks and trails. In fact, according to a DNR report, only 2.8 percent of state park visitors identified themselves as non-white. Pelican Rapids is the most diverse community in Otter Tail County and one of the most diverse rural communities in Minnesota. Over 46% of the residents of Pelican Rapids identify as persons of color and 62% of the population are non-native English speakers. This project will afford outdoor recreational opportunities to members of racially and ethnically diverse cultures who have not traditionally benefited from the park’s facilities and resources.

Regional Significance

The Perham to Pelican Rapids Regional Trail has been designated “regionally significant” by the Greater Minnesota Regional Parks and Trails Commission. The trail will fill a critical gap in the state and regional trail system by eventually connecting the Central Lakes Trail to the Heartland Trail. Both existing state trails are located within or adjacent to Otter Tail County. Their connection will create one of the most impressive trail systems in the country, incorporating some of Minnesota’s most popular recreational communities and parks.

Local Investment

There is currently considerable momentum for the Perham to Pelican Rapids Trail. The East Segment has been funded and construction will begin this year. The planning, detailed engineering and property acquisition for the Silent Lakes and McDonald Segments of the trail is also underway. Furthermore, the City of Pelican Rapids recently completed an expansion of their city-wide trail system. This newly constructed trail will connect directly to the 6.83-mile West Segment of the Perham to Pelican Rapids Regional Trail.

Prompted by the momentum and support for the Perham to Pelican Rapids Regional Trail, Otter Tail County developed a County-Wide Trail Master Plan, of which the Perham to Pelican Regional Trail is an integral component. The master trail plan (<https://ottertailcountymn.us/project/trail-master-plan>) provides a long-term vision for the establishment of various trail types within Otter Tail County.



**Environment and Natural Resources Trust Fund (ENRTF)  
2020 Main Proposal Template**

**II. PROJECT ACTIVITIES AND OUTCOMES**

**Activity 1 Title:** Perham to Pelican Rapids (West Segment) Trail Development

**Description:** LCCMR funding will be used to construct a 10-foot wide multi-use trail from the south end of the City of Pelican Rapids south along Trunk Highway (TH) 59 to County State Aid Highway (CSAH) 3, and then east on CSAH 3 to the west boundary of Maplewood State Park (see Attachment B). The proposed project will run parallel along TH 59 and CSAH 3 and link to the newly constructed Pelican Rapids Trail in Pelican Rapids. The LCCMR funding will be used for planning, engineering, right-of-way acquisition, paving, rest stops, signage, a trail head with parking, benches, bicycle racks and trash receptacles.

**ENRTF BUDGET: \$2,836,000**

<b>Outcome</b>	<b>Completion Date</b>
<i>1. Planning and detailed engineering to finalize exact trail routing and develop detailed construction plans for 6.83 miles of trail from Pelican Rapids to Maplewood State Park</i>	<i>1/1/2022</i>
<i>2. Acquisition of permanent easements from approximately 38 parcels of land along the trail route.</i>	<i>7/1/2022</i>
<i>3. Competitively bid and construct a 10-foot-wide, 6.83-mile bituminous trail and associated amenities from Pelican Rapids to Maplewood State Park</i>	<i>6/30/2023</i>

**III. PROJECT PARTNERS AND COLLABORATORS:**

Otter Tail County, the Cities of Perham and Pelican Rapids, the Minnesota Department of Natural Resources, the West Central Initiative and the PartnerSHIP4Health worked together to develop the Perham to Pelican Rapids Regional Trail Master Plan. The Perham to Pelican Rapids Regional Trail master planning process evoked rousing support for the trail among residents and businesses, and unanimous support from the County Board and both City Councils. The Otter Tail County Board of Commissioners adopted the Perham to Pelican Rapids Regional Trail Master Plan on September 9, 2014.

**IV. LONG-TERM IMPLEMENTATION AND FUNDING:**

The ability to complete and maintain the project long-term is of utmost importance. Per the attached resolution, the Otter Tail County Board of Commissioners have approved this grant application for the West Segment and the local match of \$950,000.

Once the project is completed, Otter Tail County will assume financial responsibility for the ongoing maintenance and enhancement of the trail. The trail will be maintained for biking, walking and other non-motorized uses during spring, summer and fall. In the winter, the trail will be open for winter activities such as cross-country skiing and snowshoeing.

**V. SEE ADDITIONAL PROPOSAL COMPONENTS:**

- A. Proposal Budget Spreadsheet**
- B. Visual Component or Map**
- C. Parcel List Spreadsheet**
- D. Acquisition, Easements, and Restoration Requirements**
- E. Research Addendum**
- F. Project Manager Qualifications and Organization Description**
- G. Letter or Resolution**
- H. Financial Capacity**

Attachment A: Project Budget Spreadsheet  
 Environment and Natural Resources Trust Fund  
 M.L. 2020 Budget Spreadsheet



Legal Citation:

Project Manager: Charles Grotte, PE

Project Title: Perham to Pelican Rapids Regional Trail

Organization: Otter Tail County

Project Budget: \$2,836,030

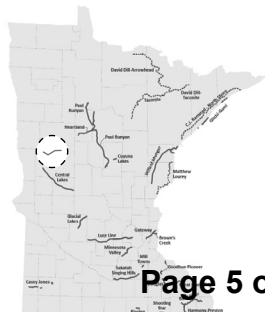
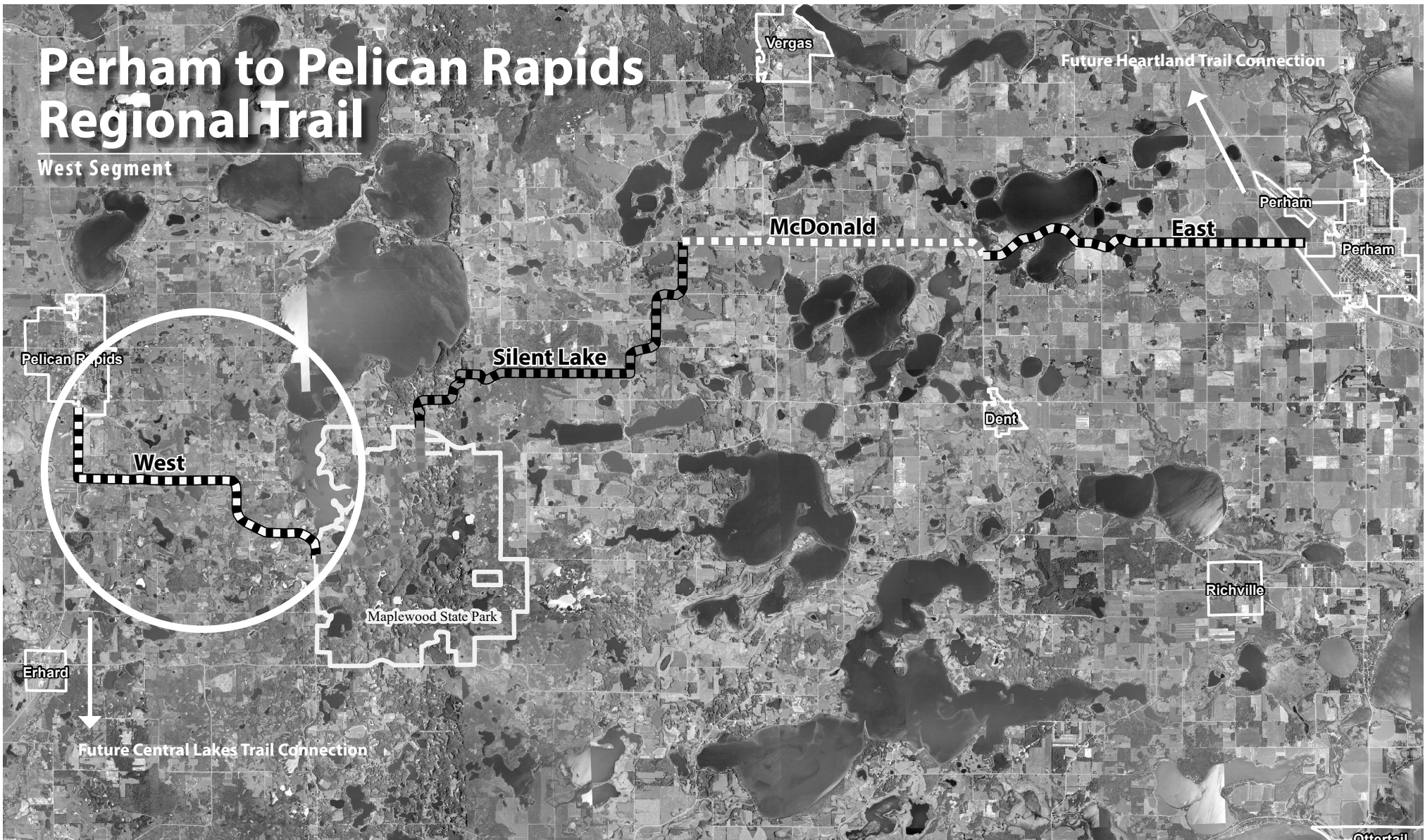
Project Length and Completion Date: 6.8 miles to be completed in June 2023

Today's Date: 4/12/2019

ENVIRONMENT AND NATURAL RESOURCES TRUST FUND BUDGET		Budget	Amount Spent	Balance	
<b>BUDGET ITEM</b>					
<b>Personnel (Wages and Benefits)</b>		\$ 108,000	\$ -	\$ 108,000	
Otter Tail County Staff					
1 Project Manager (County Engineer) 0.05 FTE for 2 years (\$16,000 Total, 72% Wage, 28% Benefits)					
1 Project Engineer (Asst. County Engineer) 0.10 FTE for 2 years (\$24,000 Total, 72% Wage, 28% Benefits)					
1 Engineering Technician (Construction Inspection) 0.25 FTE for 1 year (\$38,000 Total, 72% Wage, 28% Benefits)					
1 Engineering Technician (Topographic survey and construction staking) 0.10 FTE for 2 years (\$17,000 Total, 72% Wage, 28% Benefits)					
1 Accounting Specialist 0.1 FTE for 2 years (\$13,000 Total, 72% Wage, 28% Benefits)					
<b>Professional/Technical/Service Contracts</b>					
\$ 225,000					
Otter Tail County will hire an Engineering Firm through an RFP process to develop construction plans and specifications and complete all applicable permitting.					
<b>Equipment/Tools/Supplies</b>					
NA					
<b>Capital Expenditures Over \$5,000</b>					
\$ 2,325,970					
Construction Costs. Contractor selected through competitive bid process					
<b>Fee Title Acquisition</b>					
NA \$ -					
<b>Easement Acquisition</b>					
\$ 95,000					
Landowner Payments					
<b>Professional Services for Acquisition</b>					
\$ 80,000					
Otter Tail County will hire a qualified land surveyor to develop a plat and legal descriptions of needed properties through an RFQ process.					
Otter Tail County will hire a qualified appraiser to negotiate property acquisition through an RFQ process.					
Otter Tail County will hire a qualified attorney for legal services through a RFQ process					
<b>Printing</b>					
NA					
<b>Travel expenses in Minnesota</b>					
\$ 2,030					
Travel to the project during design and construction per Commissioner's Plan					
70 Round Trips of 50 miles at \$0.58 per mile					
(Based on 15 trips during planning & design and 45 during construction)					
<b>Other</b>					
NA					
<b>COLUMN TOTAL</b>		\$ 2,836,000	\$ -	\$ 2,836,000	
<b>SOURCE AND USE OF OTHER FUNDS CONTRIBUTED TO THE PROJECT</b>		<b>Status (secured or pending)</b>	<b>Budget</b>	<b>Spent</b>	<b>Balance</b>
Non-State: Otter Tail County Local Match - Construction Costs. Contractor selected through competitive bid process		Secured	\$ 950,030	\$ -	\$ 950,030
State:		NA	\$ -	\$ -	\$ -
In kind:		NA	\$ -	\$ -	\$ -
<b>Other ENRTF APPROPRIATIONS AWARDED IN THE LAST SIX YEARS</b>		<b>Amount legally obligated but not yet spent</b>	<b>Budget</b>	<b>Spent</b>	<b>Balance</b>
		NA	\$ -	\$ -	\$ -

# Perham to Pelican Rapids Regional Trail

West Segment



**SEGMENT**

**West (6.83 miles)**

Silent Lakes (8.11 miles)

McDonald (5.83 miles)

East (6.41 miles)

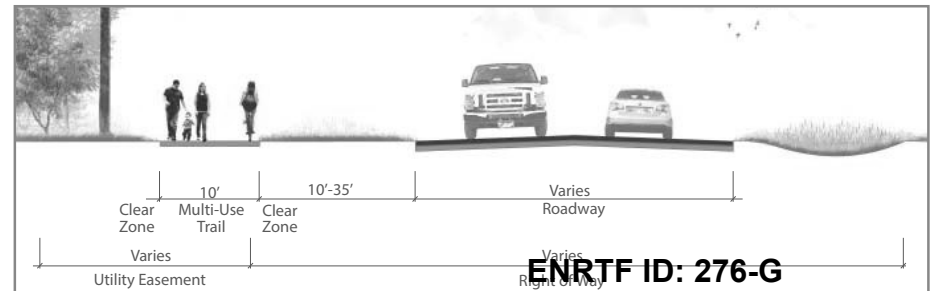
**STATUS**

**LCCMR Grant Request**

Detailed engineering and acquisition underway

Detailed engineering and acquisition underway

Construction in 2019



**Attachment C: Template**  
**Environment and Natural Resources Trust Fund**  
**M.L. 2020 Acquisition/Restoration Parcel List Spreadsheet**

**Project Title:** *Perham to Pelican Rapids Regional Trail*

**Legal Citation:** *Staff will update the legal citation upon work plan approval by the LCCMR following the MN Legislative Session.*

**Project Manager:** Charles Grotte, PE

**Organization:** Otter Tail County

**College/Department/Division:** Highway Department

**M.L. 2020 ENRTF Appropriation:** \$2,036,000

**Project Length and Completion Date:** 6.8 miles to be completed in June 2023

**Today's Date:** 4/11/2019



*Instructions: Please include on the following list all targeted parcels that you are currently considering for acquisition (fee title or easement) or restoration (all phases) using the appropriation. The list may include more parcels than you will ultimately acquire or conduct restoration work on with the funds. To be eligible as part of your project, however, a parcel must be included on the list. Changes may be requested through the amendment process. Please update the status column and submit with your periodic workplan updates. Include any significant issues related to any particular parcel in your activity and project status sections of your Main Workplan Document.*

#	Acquisition or Restoration Parcel Name	Geographic Coordinates (preferably from the center of the parcel) Format: [Deg.] [Min.] [Sec.]" [Hemis.]		Estimated Cost	Estimated Annual PILT Liabilities	County	Site Significance (please include what ecosystem (e.g., prairie, forest, wetland, savanna) is represented as well as the ecological significance, site importance, conservation value, and public benefits)	Activity Description (e.g. fee title acquisition, conservation easement acquisition, site preparation, restoration)	# of Acres	# of Shoreline Miles	Type of Landowner (private individual or trust, non-profit organization, for-profit entity)	Proposed Fee Title or Easement Holder (if applicable)	Status of work (e.g. engaged in landowner negotiations, no longer in consideration, restoration activities underway)
		Latitude	Longitude										
1	76000340036001	46° 33' 17.99" N	096° 04' 40.80" W	\$ 1,638	\$ -	Otter Tail	Prairie, Needed for trail route	Easement	0.38	0	for-profit entity	Otter Tail County	Not Started
2	50000340247000	46° 33' 07.19" N	096° 04' 44.39" W	\$ 3,445	\$ -	Otter Tail	Prairie, Needed for trail route	Easement	0.79	0	Private	Otter Tail County	Not Started
3	50000340250000	46° 32' 45.59" N	096° 04' 51.60" W	\$ 6,665	\$ -	Otter Tail	Prairie, Needed for trail route	Easement	1.53	0	Private	Otter Tail County	Not Started
4	24000030024000	46° 32' 20.40" N	096° 04' 51.60" W	\$ 8,975	\$ -	Otter Tail	Prairie, Needed for trail route	Easement	2.06	0	Private	Otter Tail County	Not Started
5	24000030021000	46° 32' 20.40" N	096° 04' 33.59" W	\$ 3,323	\$ -	Otter Tail	Prairie, Needed for trail route	Easement	0.76	0	Private	Otter Tail County	Not Started
6	24000020018001	46° 32' 13.19" N	096° 04' 19.20" W	\$ 1,635	\$ -	Otter Tail	Homestead, Needed for trail route	Easement	0.38	0	Private	Otter Tail County	Not Started
7	24000020018000	46° 32' 16.79" N	096° 03' 57.60" W	\$ 4,928	\$ -	Otter Tail	Prairie, forest, Needed for trail route	Easement	1.13	0	Private	Otter Tail County	Not Started
8	24000020015000	46° 32' 20.40" N	096° 03' 28.80" W	\$ 6,550	\$ -	Otter Tail	Prairie, Wetland, Needed for trail route	Easement	1.50	0	Private	Otter Tail County	Not Started
9	24000010001002	46° 32' 13.19" N	096° 02' 59.99" W	\$ 3,338	\$ -	Otter Tail	Prairie,Wetland, Needed for trail route	Easement	0.77	0	Private	Otter Tail County	Not Started
10	24000010012000	46° 32' 13.19" N	096° 02' 38.39" W	\$ 3,345	\$ -	Otter Tail	Prairie, Wetland, Needed for trail route	Easement	0.77	0	for-profit entity	Otter Tail County	Not Started
11	24000010006000	46° 32' 13.19" N	096° 02' 13.20" W	\$ 3,300	\$ -	Otter Tail	Prairie, Needed for trail route	Easement	0.76	0	for-profit entity	Otter Tail County	Not Started
12	24000010003001	46° 32' 13.19" N	096° 02' 02.40" W	\$ 3,313	\$ -	Otter Tail	Prairie, Needed for trail route	Easement	0.76	0	Private	Otter Tail County	Not Started
13	39000060045001	46° 32' 20.40" N	096° 01' 51.60" W	\$ 738	\$ -	Otter Tail	Prairie, Needed for trail route	Easement	0.17	0	Private	Otter Tail County	Not Started
14	39000060045900	46° 32' 13.19" N	096° 01' 40.80" W	\$ 2,258	\$ -	Otter Tail	Prairie, Needed for trail route	Easement	0.52	0	for-profit entity	Otter Tail County	Not Started
15	39000060041000	46° 32' 13.19" N	096° 01' 26.40" W	\$ 2,125	\$ -	Otter Tail	Prairie, forest, Needed for trail route	Easement	0.49	0	Private	Otter Tail County	Not Started
16	39000060043001	46° 32' 05.99" N	096° 01' 19.20" W	\$ 1,850	\$ -	Otter Tail	Prairie, forest, Needed for trail route	Easement	0.42	0	Private	Otter Tail County	Not Started
17	39000060039002	46° 32' 02.39" N	096° 01' 04.80" W	\$ 2,125	\$ -	Otter Tail	Wetland, forest, Needed for trail route	Easement	0.49	0	Private	Otter Tail County	Not Started
18	39000060039003	46° 31' 51.59" N	096° 01' 04.80" W	\$ 1,388	\$ -	Otter Tail	Wetland, forest, Needed for trail route	Easement	0.32	0	Private	Otter Tail County	Not Started
19	39000060040000	46° 31' 44.40" N	096° 01' 08.40" W	\$ 1,675	\$ -	Otter Tail	Forest, Needed for trail route	Easement	0.38	0	Private	Otter Tail County	Not Started
20	39000070053000	46° 31' 33.60" N	096° 01' 33.59" W	\$ 3,795	\$ -	Otter Tail	Prairie, Needed for trail route	Easement	0.87	0	Trust	Otter Tail County	Not Started
21	39000070053003	46° 31' 37.20" N	096° 01' 11.99" W	\$ 1,850	\$ -	Otter Tail	Homestead, Needed for trail route	Easement	0.42	0	Private	Otter Tail County	Not Started
22	39000070053001	46° 31' 37.20" N	096° 01' 04.80" W	\$ 168	\$ -	Otter Tail	Forest, Needed for trail route	Easement	0.04	0	Private	Otter Tail County	Not Started
23	39000070053002	46° 31' 33.60" N	096° 01' 08.40" W	\$ 1,910	\$ -	Otter Tail	Homestead, Needed for trail route	Easement	0.44	0	Private	Otter Tail County	Not Started
24	39000070050000	56° 31' 26.40" N	096° 01' 04.80" W	\$ 2,075	\$ -	Otter Tail	Prairie, Needed for trail route	Easement	0.48	0	Private	Otter Tail County	Not Started
25	39000070056000	46° 31' 26.40" N	096° 00' 54.00" W	\$ 1,425	\$ -	Otter Tail	Homestead, Needed for trail route	Easement	0.33	0	Private	Otter Tail County	Not Started
26	39000070056004	46° 31' 26.40" N	096° 00' 46.80" W	\$ 575	\$ -	Otter Tail	Forest, Needed for trail route	Easement	0.13	0	Private	Otter Tail County	Not Started
27	39000070056007	46° 31' 22.80" N	096° 00' 46.80" W	\$ 438	\$ -	Otter Tail	Forest, Needed for trail route	Easement	0.10	0	Private	Otter Tail County	Not Started
28	39000070056006	46° 31' 19.19" N	096° 00' 43.20" W	\$ 1,025	\$ -	Otter Tail	Forest, Needed for trail route	Easement	0.24	0	Private	Otter Tail County	Not Started
29	39000070057000	46° 31' 15.60" N	096° 00' 03.60" W	\$ 250	\$ -	Otter Tail	Prairie, Needed for trail route	Easement	0.06	0	for-profit entity	Otter Tail County	Not Started
30	39000070056001	46° 31' 22.80" N	096° 00' 03.60" W	\$ 150	\$ -	Otter Tail	Forest, Needed for trail route	Easement	0.03	0	Private	Otter Tail County	Not Started
31	39000080060000	46° 31' 22.80" N	096° 00' 17.99" W	\$ 6,613	\$ -	Otter Tail	Prairie, Needed for trail route	Easement	1.52	0	for-profit entity	Otter Tail County	Not Started
32	39000080062000	46° 31' 33.60" N	096° 00' 17.99" W	\$ 100	\$ -	Otter Tail	Prairie, Needed for trail route	Easement	0.02	0	Private	Otter Tail County	Not Started
33	39000080064000	46° 31' 22.80" N	095° 59' 52.80" W	\$ 2,800	\$ -	Otter Tail	Prairie, Needed for trail route	Easement	0.64	0	Trust	Otter Tail County	Not Started
34	39000080061000	46° 31' 08.39" N	096° 00' 28.79" W	\$ 1,600	\$ -	Otter Tail	Prairie, Forest, Needed for trail route	Easement	0.37	0	Private	Otter Tail County	Not Started
35	39000080063000	46° 31' 08.39" N	096° 00' 10.80" W	\$ 3,288	\$ -	Otter Tail	Prairie, Wetland, Needed for trail route	Easement	0.75	0	Private	Otter Tail County	Not Started
36	39000080059000	46° 31' 12.00" N	095° 59' 45.59" W	\$ 1,385	\$ -	Otter Tail	Prairie, Needed for trail route	Easement	0.32	0	Private	Otter Tail County	Not Started
37	39000080059001	46° 31' 12.00" N	095° 59' 27.59" W	\$ 2,835	\$ -	Otter Tail	Prairie, Needed for trail route	Easement	0.65	0	Trust	Otter Tail County	Not Started
38	39000080058002	46° 31' 04.80" N	095° 59' 27.59" W	\$ 500	\$ -	Otter Tail	Prairie, Needed for trail route	Easement	0.11	0	Private	Otter Tail County	Not Started

NOTES:

## Attachment D. Additional Work Plan Information for Acquisition, Easements, and Restoration

### Conservation Easement Acquisition

1. Describe the selection process for identifying and including proposed parcels on the parcel list, including explanation of the criteria and decision-making process used to rank and prioritize parcels.

The parcels were selected for being along the preferred trail route set in the Perham to Pelican Rapids Regional Trail Master Plan. In reviewing the proposed trail corridor from Pelican Rapids to Maplewood State Park, it was determined that a trail on the north side of County State Aid Highway (CSAH) 3 would be the least intrusive to the natural environment while providing the greatest level of safety to trail users by reducing the amount of conflicts with traffic by crossing only one highway. The parcels listed in the spreadsheet adjoin the preferred trail route on the north side of CSAH 3. Exact easement acquisition needs will be determined once final construction plans are developed that show land impacts based on standard trail design guidelines.

2. List all adopted state, regional, or local natural resource plans in which the lands included in the parcel list are identified. Include a link to the plan if one is available.

The plan used to determine the parcel list is based on the Perham to Pelican Rapids Regional Trail Master Plan which can be found on Otter Tail County's website at: <https://ottertailcountymn.us/project/perham-to-pelican-rapids-trail/>

3. For any conservation easement acquired, a restoration and management must be prepared. Summarize the components and expected outcomes of restoration and management plans for parcels acquired by your organization, how these plans are kept on file by your organization, and overall strategies for long-term plan implementation, including how long-term maintenance and management needs of the parcel will be financed into the future.

No conservation easements will be acquired with this project. Easements acquired for the trail will be recorded at Otter Tail County Recorder's Office.

4. For each parcel to be conveyed to a State of Minnesota entity (e.g., DNR) after purchase, provide a statement confirming that county board approval will be obtained.

No parcels will be conveyed to a State of Minnesota entity for this project.

5. If applicable (see M.S. 116P.17), provide a statement confirming that written approval from the DNR Commissioner will be obtained 10 business days prior to any final acquisition transaction. A copy of the written approval should be provided to LCCMR.

Not applicable to this project.

6. Provide a statement addressing how conservation easements will address specific water quality protection activities, such as keeping water on the landscape, reducing nutrient and contaminant loading, protecting groundwater, and not permitting artificial hydrological modifications.

Not applicable to this project.

7. Describe the long-term monitoring and enforcement program for conservation easements acquired on parcels by your organization, including explanations of the process used for calculating conservation easement monitoring and enforcements costs, the process used for annual inspection and reporting on monitoring and enforcement activities, and the process used to ensure perpetual funding and implementation of monitoring and enforcement activities.

Not applicable to this project.



February 22, 2019

Legislative-Citizen Commission on Minnesota Resources  
100 Rev. Dr. Martin Luther King Jr. Blvd.  
State Office Building, Room 65  
St. Paul, MN 55155

RE: Organization Description and Project Manager Qualifications

Dear LCCMR:

Otter Tail is a county located in West Central Minnesota. It is home to over one thousand of Minnesota's beautiful lakes and boasts many miles of scenic highways, rolling hills, and is home to two Minnesota State Parks (Glendalough and Maplewood) as well as Phelps Mill County Park. The mission of the County is to enrich lives, innovate services and enhance resources so people can live their best life here.

Otter Tail County is dedicated to expansion of our trail network to connect people, places and businesses to enhance lives and economic growth. A county-wide trail master plan has been adopted as well as a more detailed master plan for the Perham to Pelican Trail which can be found on our website at [www.ottertailcountymn.us](http://www.ottertailcountymn.us)

Charles Grotte, P.E. will serve as the project manager for the Perham to Pelican Rapids Regional Trail. Charles is currently the County Engineer and oversees a dedicated staff of engineers, technicians, accounting and maintenance staff whom maintain the County and County State Aid Highways as well as the County parks and trails. The Highway Department typically constructs \$12+ million of projects each year and is well versed in all facets of project planning, development and construction.

