

## 2019 Joint Powers Board Members

### **Cannon Falls:**

MaryJill Duncan—council member  
Matt Montgomery—council member  
Nathaniel Watson—citizen

### **Red Wing:**

Kim Beise—council member  
John Becker—council member  
Chuck Richardson—citizen

### **Goodhue County:**

Brad Anderson—commissioner  
Open—commissioner  
Dan Bender—citizen

# Cannon Valley Trail



## 2018 Annual Report



Prepared by:  
Scott Roepke, Trail Manager

Cannon Valley Trail  
825 Cannon River Avenue  
Cannon Falls, MN 55009

July 2019

# Cannon Valley Trail 2018 Year in Review

## February

The Cannon Valley Trail (CVT) Joint Powers Board (JPB) approved a MN DNR Regional Trail Grant application for new and improved signage along the CVT.

## April

WiFi was installed for public use at Welch Station Access

LiveWell Goodhue County (LWGC) organization began a biking initiative in Cannon Falls. LWGC's goals are to: increase the number of kids who bike to and from school, increase number of children and families who bike to community destinations and increase the number of residents and visitors who bike to area businesses.



## May

CVT was named a National Recreational Trail by the Department of the Interior National Park Service

Parks and Trails Council of MN placed 3 trail counters along the CVT. These were used to count bikers and walkers at various locations. A final report will be produced by the Parks & Trail Council in the spring of 2019.

## June

The CVT JPB grant application to the MN DNR Regional Trail Grant Program for new and improved signage was denied.

The CVT JPB approved a Greater MN Regional Parks and Trails Commission (GMRPTC) application for new and improved signage along the CVT.

The CVT JPB approved a GMRPTC application for two new vault restrooms along the CVT.

## July

The 2017 GMRPTC grant application to replace three bridges and remediate one was approved.



## August

The CVT JPB increase the Daily Wheel Pass fee from \$4 to \$5 for the 2019 season. The Season Wheel Pass will remain \$25.

A Military Road Interpretive Sign has been installed by the City of Red Wing along the CVT and Cannon Bottom Road. The sign provides information about the Mendota to Wabasha Military Road.

# Public Safety/Violations Report Summary

The Trail Staff is often the first to encounter a violation of Trail ordinances and enforcement is an important part of the Trail Manager's job. Certain law enforcement related events and situations occur, some frequently. Two different law enforcement agencies help with enforcement on the Trail. Goodhue County provides a recreation officer and the State of Minnesota provides a conservation officer.

In addition, staff members occasionally participate in locating separated families or missing persons, summoning assistance for injured persons and assisting storm stranded visitors.

## Violation Description

	<u>2018</u> <u>Violations</u>	<u>2017</u> <u>Violations</u>
<u>motorized related:</u>		
vehicles	3	3
ATVs/motorcycles	6	4
snowmobiles (early)	2	0
<u>snowmobiles (late)</u>	<u>1</u>	<u>1</u>
<b>Total motorized related</b>	<b>12</b>	<b>8</b>
<u>non motorized related:</u>		
pets/animals	25	24
general vandalism (not signs)	12	10
weapons/hunting/trapping	3	4
horses	1	2
sign damage/theft	4	3
litter	4	3
dumping	0	1
alcohol	0	0
theft	4	0
harassment	0	1
failure to pay	30	32
camping	2	3
fires	0	1
fireworks	0	0
<u>graffiti</u>	<u>2</u>	<u>3</u>
<b>Total non motorized related</b>	<b>87</b>	<b>87</b>
<b>TOTAL</b>	<b>99</b>	<b>95</b>

NOTE: \*To be recorded here, Trail staff either observed directly or discovered evidence or received first person reports of the above violations.

These totals do not include events reported or observed by law enforcement agencies, unless Trail staff was notified or involved.

# Cannon Valley Trail 2018 Year in Review

## Web Site Statistics Summary

The Trail website is helpful by providing information to current or potential trail users. The website provides information such as: trail conditions, history, directions, wheel passes, trail ordinances and programs.

### Visitors

Visitors represent the number of actual people who visited the site.

### Visits

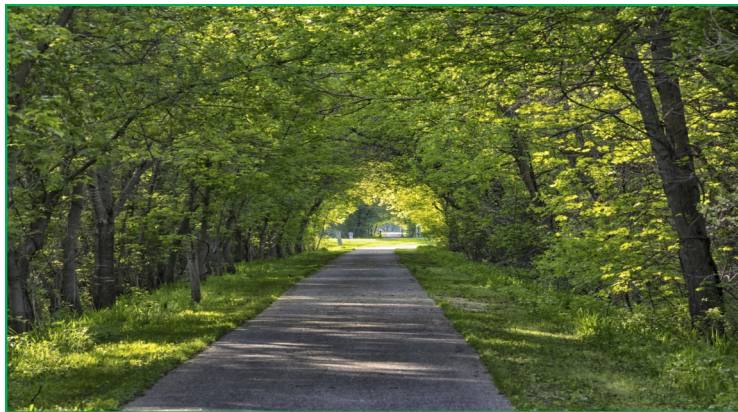
Visits represent the number of times the website was visited, without regard to repeat visitors.

	2013	2014	2015	2016	2017	2018
<b>Total Visitors:</b>	59,623	62,824	Un-known	53,086	91,789	88,850
<b>Total Visits:</b>	500,142	484,415	Un-known	290,611	445,632	294,609

(Due to web hosting complications, 2015 statistics were not recorded.)

## Newsletters—Emails

Newsletters are being emailed to as many readers as possible, this will help keep expenses down. Currently the CVT has an e-mail list of about **2,100 readers**.

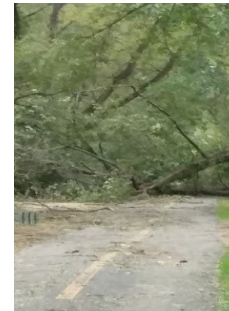


The new decking boards have been purchased for the Spring Creek Bridge. STS helped install the new decking during the fall of 2018.

Goodhue County Public Works helped with crack repair on the RW end of the trail from OWM to Cannon River Avenue.

## October

Senior Citizen Event. Approx. 30 seniors and 10 staff members from Shepherds Center, Twin Rivers and the Gardens took part in a ride down the trail from CF to Welch on golf carts. A box lunch was enjoyed at Welch Station Access, followed by ride back to CF. Some of the seniors got a little chilled, but they were all very appreciative for the chance to see the trail they heard so much about.



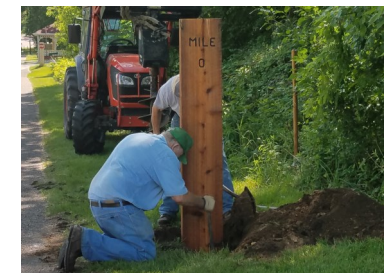
The tornado damages that occurred on Sept 20, 2018 caused many down trees along the trail. The Trail was closed for 8 days for cleanup. State prison crews, Goodhue County STS and 222 hours of CVT maintenance staff did the cleanup work at a cost of \$5,920. MN Homeland Security and Emergency Management Department requested the state of MN to declare this storm as a disaster event.

Security cameras will be installed at Welch Station Access due to theft of self payment Wheel Pass funds.

## November

Wheel Pass sales were down in 2018 (\$106,280) compared to 2017 (\$119,800).

150 wood sign posts have been installed by trail staff. Two types of signs will be displayed on these posts – metal and routed wood. Lawrence Svien will be routing the wood signs. They will be painted and installed next year





# Joint Powers Board Summary

The Cannon Valley Trail is administered by a nine-person Joint Powers Board comprised of members from the cities of Red Wing and Cannon Falls, as well as Goodhue County. Members as of December 31, 2018 were:

## **Cannon Falls:**

Cedar Abadie - council member, vice-chairperson  
Bill Duncan- council member  
Nate Watson - citizen member

## **Red Wing:**

Open - council member  
Sean Dowse - mayor  
Charles O. Richardson - citizen

## **Goodhue County:**

Ron Allen - commissioner  
Brad Anderson - commissioner, secretary/treasurer  
Dan Bender - citizen member, chairman

Eight Joint Powers Board meetings were held in 2018.



# User Comments Summary

The Cannon Valley Trail receives a considerable amount of constructive feedback from those who use and enjoy the Trail. Written comments are often received on the back of the self-pay envelopes left at the pay stations. Below are some of the many comments. It is also popular for users to post on FaceBook, Google, Trip Advisor and other media sites.

## **General:**

- ⇒ Beautiful Trail, thanks for maintaining it so well.
- ⇒ Restroom locked? At least have a port-a-potty!
- ⇒ My father, Donald Eddy has talked about the trail for years. Today I finally got to experience it.
- ⇒ I have been riding the Cannon Valley Trail for 23 years and always enjoy it's great scenic trail!
- ⇒ People who come with dogs say they never saw anything online about no pets allowed.
- ⇒ A guy hiking on Sun said beautiful trail & we do a wonderful job maintaining it.
- ⇒ The air pumps and wrenches were awesome. Thank you!!
- ⇒ Hi guys!
- ⇒ Beautiful scenery, One of my favorite state trails. Parts need repaving.
- ⇒ Love this trail. We fly in and take the car down here to bike every year.
- ⇒ Thank you for maintaining this beautiful trail.
- ⇒ Excited to finally try out your trail!
- ⇒ Did not have exact change but happy to donate the extra dollar. Wonderful Trail!
- ⇒ On Sunday I drove from North Mpls to ride your trail. I didn't know there was a user fee (which I support) and only had my credit card. So here's my wheel pass fee. Thank for the beautiful trail!
- ⇒ Clean the porta potty at Old West Main ( 8/25/18)
- ⇒ Always a beautiful ride! Nice to have the extension west.
- ⇒ Low Income. Only using to get to appt and back. Thank you for taking care of it!
- ⇒ A credit card pay station would really help. And vending machines at Welch would help. Enclosed is \$10 because we didn't have exact change. Great Trail! Thanks!

# Fund Balance Summary

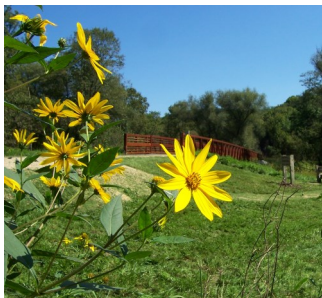
From January 1, 2018 to December 31, 2018 there was a fund balance increase of \$118,251.58.

Account Balance	31-Dec-17	31-Dec-18
<b>Total Equity</b>	<b>\$644,580.25</b>	<b>\$762,831.83</b>
<b>Commitments</b>		
Contingency fund	\$100,000.00	\$100,000.00
Asphalt escrow balance	154,762.23	164,762.23
Bridge escrow balance	34,121.31	36,621.31
Marshal Rest Fund	50,000.00	50,000.00
Trail Maintenance Fund	268,312.24	268,312.24
<b>Total Commitments</b>	<b>\$607,195.78</b>	<b>\$619,695.78</b>
<b>Balance</b>	<b>\$37,384.47</b>	<b>\$143,136.05</b>

Asphalt Escrow Fund Summary	
Beginning balance	\$154,762.23
Contributions	10,000.00
2018 Expenses	- 0.00
<b>Balance</b>	<b>\$164,762.23</b>



Bridge Escrow Fund Summary	
Beginning balance	34,121.31
Contributions	2,500.00
2018 Expenses	- 0.00
<b>Balance</b>	<b>\$36,621.31</b>



# Staff/Office Summary

17 part-time employees and numerous volunteers assisted Trail Manager, Scott Roepke. The employees were:

Administrative /Financial Assistant—*Karen L. Slininger*

## Trail Laborers

- \* *Darwin Bartlett*
- \* *Luther Luhman*
- \* *Jim Gruber*
- \* *Paul Johnson*
- \* *Ron Freeburg*
- \* *Dave Masterson*
- \* *Glen Lundell*
- \* *Joan Moore*



## Trail Attendants

- \* *Joan Moore*
- \* *Karen J. Slininger*
- \* *Glenn Schulz*
- \* *Bill Betcher*
- \* *Judy Betcher*
- \* *Lou Schulz*
- \* *Russ Oettel*
- \* *Dan Forsythe*
- \* *Kristina Carpenter*



Voices of the Valley Coordinator—none

## Trail Facts:

- Hours worked by staff throughout the year totaled 5,341 - 1,159 hours less than budgeted.
- About 25 volunteers assisted with Voices of the Valley and maintenance projects.

# Use Summary

Use of the Trail in 2018 was down 4.0% compared to use numbers in 2017.



## Estimated visitor use days:

The number of Visitors on the trail are estimated using counter numbers, sales records, and assumptions based on survey results.

A visitor use day is one person on the trail for up to one day.

Activity	2013	2014	2015	2016	2017	2018
Bicycling	73,432	78,898	83,670	82,466	81,220	78,006
Inline Skating	4,687	5,686	5,341	5,264	5,264	4,979
Pedestrian	7,812	9,476	8,901	8,773	8,640	8,299
Skiing	700	700	500	500	750	700
<b>Total</b>	<b>86,631</b>	<b>94,760</b>	<b>98,412</b>	<b>97,003</b>	<b>95,794</b>	<b>91,984</b>



# Wheel Pass Program Summary

Wheel Pass sales are a major source of revenue for the Trail. Passes are required for those age 18 and older who are on bicycle, in line skates, or similar. 2018 rates were \$4.00/day or \$25.00/season (including sales tax). Discounted rates for the season pass are available to purchasers of 50 - 99 or 100+. In addition, discounted daily rates are available to organizers of group events. On an annual basis, about 65% of all trail users are required to have Wheel Passes. The other 45% are trail users who are under the age of 18 or the activity the trail user is enjoying does not require a pass.



Pass	Value	2017 Total Sold	2017 Total Value	2018 Total Sold	2018 Total Value
Daily	\$4	11,683	46,732	8,571	34,284
Daily - self purchase	\$4	7,162	28,648	5,860	23,440
Daily - Internet	\$4	1,486	5,944	1,721	6,884
Season	\$25	1,540	38,500	1,535	38,375
Season - Internet	\$25	360	9,000	464	11,600
Group	Varies		380		441
<b>Total Value</b>			<b>\$129,204</b>		<b>\$115,024</b>
<b>Expenses (Pre-Deposit Deductions)</b>					
Friends Coupons Redeemed				-858	-661
Discounts/Pass Replacements				-4,089	-4,127
Donated Passes				-1,800	-1,758
<b>Deposited</b>				<b>122,457</b>	<b>108,478</b>
Sales Tax Liability				-8,463	-6,978
<b>Net Wheel Pass Revenue</b>				<b>\$113,994</b>	<b>\$101,500</b>



# Capital Improvement Account Expenses

**Project 1. Asphalt Fund** - Every year the Trail puts money into a separate account specifically for maintaining the asphalt. This year, the Trail put \$10,000.00 into the asphalt account. The total number of dollars in this account now stands at \$164,762.23 as of December 31, 2018. Money in the asphalt account can only be spent on asphalt repair, general asphalt upkeep and for asphalt replacement.



**Project 2. Bridge Fund** - The bridge fund account is set up for bridge replacement and repairs in the future. The Joint Powers Board put \$2,500.00 into the bridge fund in 2018. The total number of dollars in this account stands at \$36,621.31 as of December 31, 2018.

**Project 3. Bridge Replacement #1 (Anderson Rest)**- Projects 3, 4, & 5 are all a part of the Bridge Replacement and Remediation Project which received grant approval in 2017. The expenses to date are for preliminary designs by S.E.H.

**Project 4. Bridge Replacement #2 (Mile 5.5)**

**Project 5. Bridge Replacement #3 (Mile 7.5)**

**Project 6. Safety and Maintenance Equipment** - New chain saws, pole saw and turbine blower were purchased with fund provided by the Federal Recreational Trail Equipment Grant

**Project 7. Sign/Post Replacement**—163 new wood sign posts were installed along the Trail. The sign posts were produced by Johnson Logging of Cannon Falls from used telephone posts taken down along Highway 52.

**Project 8. Snow Plow** - \$808.37 was used to purchase a snow plow blade from the city of Red Wing

**Project 9. Spring Creek Bridge Decking** - \$2,632.50 was used to replace worn and broken deck boards on the Spring Creek Bridge. STS helped with the labor for this project.

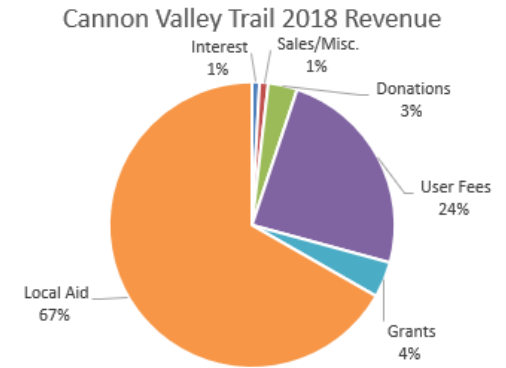
**Project 10. WSA Bathroom Remodel**—a new urinal was installed in the WSA men’s room at a cost of \$1,000.

**Project 11. Winter Usage Signs**—Cannon Valley Specialties created new Winter Trail Usage signs at a cost of \$557.62.

# Financial Reports

The Cannon Valley Trail has one main account that includes four sub-accounts:

**Revenue, Maintenance and Operations, Friends of the Trail and Capital Improvement.** The financial accounts of the Cannon Valley Trail are administered by the City of Red Wing. The accounts are tracked concurrently at the Trail office. The financial summaries presented here are either condensed versions of the sub-accounts prepared by the City of Red Wing or reports prepared by Trail staff. Only the City of Red Wing reports are considered official.



## Revenue Summary

Revenue	2018 Budget	2018 Actual
Other Federal Grants & Aids	\$ 70,500.00	\$ 12,840.62
Goodhue County Share	\$ 36,941.00	\$ 137,680.00
Red Wing Share	\$ 25,633.00	\$ 95,546.00
Cannon Falls Share	\$ 12,816.00	\$ 47,772.00
Wheel Pass Sales	\$ 110,000.00	\$ 101,499.85
Ski Pass	\$ 3,200.00	\$ 4,200.00
Book Sales	\$ 75.00	\$ 96.38
T-shirt Sales	\$ 2,000.00	\$ 1,792.00
Interest - deposits/investments	\$ -	\$ 3,587.20
Donations - friends of the trail	\$ 6,000.00	\$ 8,840.00
Donations - special projects	\$ -	\$ 3,200.00
Donations - CVT Wall		\$ 1,807.50
Donations & contributions	\$ 2,000.00	\$ 11,291.90
Refunds/wheel pass refunds		\$ 145.78
Other Misc	\$ -	\$ 2,199.50

---

**TOTAL REVENUE** **\$ 269,165.00** **\$ 432,498.73**

## Operating/Maintenance Account Summary

The maintenance account pays for all maintenance requirements.

	<u>*2018 Budget</u>	<u>*2018 Actual</u>
wages - full time	\$ 61,818.00	\$ 65,478.40
wages - seasonal	\$ 80,326.00	\$ 71,009.34
PERA	\$ 7,478.00	\$ 7,648.37
FICA	\$ 10,874.00	\$ 10,259.10
employee insurance	\$ 2,100.00	\$ 552.96
workmans comp insurance	\$ 7,221.00	\$ 7,488.00
<b>sub total personnel</b>	<b>\$ 169,817.00</b>	<b>\$ 162,436.17</b>
office accessories	\$ 775.00	\$ 832.49
printed forms	\$ 7,250.00	\$ 6,002.08
envelopes/letterhead	\$ 175.00	\$ 323.38
other office supplies	\$ 250.00	\$ 3,210.78
postage	\$ 1,750.00	\$ 450.14
motor fuels	\$ 6,000.00	\$ 4,940.57
uniform allowance	\$ 500.00	\$ 383.98
chemicals	\$ 800.00	\$ 1,810.26
rock/asphalt	\$ 1,200.00	\$ 90.90
equipment parts	\$ 3,000.00	\$ 7,832.92
tires	\$ 400.00	\$ 99.50
building repair	\$ 600.00	\$ 125.95
trees/landscaping	\$ 200.00	\$ 13.98
signs	\$ 600.00	\$ 102.33
motor vehicle repair supplies	\$ 0.00	\$ 53.97
other repair/maint. supplies	\$ 2,500.00	\$ 1,915.40
small tools	\$ 250.00	\$ 593.55
safety equipment	\$ 400.00	\$ 825.34
merchandise for resale	\$ 3,500.00	\$ 1,571.75
<b>sub total supplies</b>	<b>\$ 30,150.00</b>	<b>\$ 31,179.27</b>
training	\$ 300.00	\$ 38.00
professional services	\$ 1,500.00	\$ 8,454.68
telephone/internet services	\$ 3,300.00	\$ 4,026.87
travel/conference	\$ 225.00	\$ 75.00
meals	\$ 250.00	\$ 73.80
mileage reimbursement	\$ 0.00	\$ 316.93
vehicle allowance	\$ 100.00	\$ 0.00
marketing/advertising	\$ 1,000.00	\$ 860.00
general notices	\$ 325.00	\$ 1,304.10
insurance	\$ 6,200.00	\$ 5,782.00
electricity	\$ 2,000.00	\$ 1,819.61
equipment usage	\$ 1,000.00	\$ -
toilet rental/pumping/supplies	\$ 3,800.00	\$ 3,078.39
bank charges - E-commerce	\$ 0.00	\$ 1,327.47
dues	\$ 1,000.00	\$ 1,079.00
refunds	\$ 175.00	\$ 16.00
Other Misc/Operating Supplies	\$ 2,200.00	\$ 2,319.31
<b>sub total services</b>	<b>\$ 23,375.00</b>	<b>\$ 30,571.16</b>
<b>TOTAL EXPENSES</b>	<b>\$ 223,342.00</b>	<b>\$ 224,186.60</b>

## Friends of the Trail Account Summary

Friends of the Trail is a citizen membership based organization under the direction of the Joint Powers Board. Its function is to assist the Board in the development and management of the Trail. Annual membership rates start at \$10 with most members joining at the Prairie Level(\$25-49) The existence of the organization has been beneficial in generating support for grants and political action and in keeping the public informed of Trail events through the organization's quarterly newsletter. Our Friends of the Trail membership grew by 11 members during 2018. The Cannon Valley Joint Powers Board is grateful for this support.

<u>Friends of the Trail</u>	<u>*2018 Budget</u>	<u>*2018 Year to Date</u>
office supplies	\$ 40.00	
printed forms	\$ 575.00	\$ 344.29
postage	\$ 300.00	\$ -
<b>TOTAL EXPENSES</b>	<b>\$ 915.00</b>	<b>\$ 344.29</b>

## Capital Improvement Account Summary

The capital improvement account includes projects such as facility development, equipment purchases and substantial maintenance activities such as asphalt repair. All expenditures in the capital improvement account are project-based. Expenses are presented on that basis.

	<u>Expense Project #</u>	<u>2018 Budgeted</u>	<u>2018 Actual</u>
1	Asphalt Fund	\$ 10,000.00	\$ 0.00
2	Bridge Fund	\$ 2,500.00	\$ 0.00
3	Bridge Replacement #1	\$ 467,000.00	\$ 72,864.01
4	Bridge Replacement #2	\$ 467,000.00	\$ 0.00
5	Bridge Replacement #3	\$ 467,000.00	\$ 0.00
6	Safety and Maintenance Equipment	\$ 9,700.00	\$ 8,742.70
7	Sign/Post Replacement	\$ 2,600.00	\$ 3,723.06
8	Spring Creek Bridge	\$ 1,700.00	\$ 2,828.87
9	WSA Vault Toilet Remodel	\$ 800.00	\$ 1,000.00
10	Winter Usage Signs	\$ 600.00	\$ 557.62
11	Equipment Repair	\$ 15,000.00	\$ 0.00
	<b>Total Capital Improvement Expenses</b>	<b>\$ 1,443,100.00</b>	<b>\$ 89,716.26</b>