

## 2024 Joint Powers Board Members

### **Cannon Falls:**

Lisa Groth - council member  
Laura Kronenberger - council member  
Paul Korkowski- citizen

### **Red Wing:**

Janie Farrar - council member  
Donald Kliewer - council member  
Chuck Richardson - citizen

### **Goodhue County:**

Brad Anderson - commissioner  
Linda Flanders - commissioner  
Dan Bender - citizen



# Cannon Valley Trail



## 2023 Annual Report



Prepared by:  
Scott Roepke, Trail Manager  
Karen Slininger, Administrative Assistant

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

August 2024

# Cannon Valley Trail 2023 Year in Review

## January 24th:

- An asphalt feasibility study for resurfacing the trail was finished by Erickson Engineering.
- The Joint Powers Board (JPB) hired WHKS Engineering to design repairs for a slope failure at mile markers 14 and 16. They were the only firm to submit a proposal, and their fee of \$109,501 falls within the grant funding available.
- City of Cannon Falls, City of Red Wing and Goodhue County increased their annual financial support for ongoing operations by 2% for 2024 and 2025. Capital improvement funding remains unchanged.



## March 29th:

The JPB considered four options for a grant application:

- Replacing two bridges (estimated cost: \$986,100)
  - Resurfacing and widening 6.8 miles near Cannon Falls, including a bridge (estimated cost: \$2,058,530)
  - Resurfacing and widening 4.6 miles near Red Wing, including a bridge (estimated cost: \$1,695,100)
  - Combining options 2 and 3 (estimated cost: \$3,753,630)
- The board decided to pursue option 3 (Red Wing improvements) and apply for a grant with a 25% match from the CVT. The application deadline was July 30th, 2023.



## April 25th:

- The JPB officially submitted a GMRPTC grant application for Option #3: Red Wing End at an estimated cost of \$1,695,100 with a 25% match from the CVT.
- New officers were elected for the 2023 JPB.
  - \* Linda Flanders – Chairperson
  - \* Janie Farrer – Vice-Chairperson
  - \* Brad Anderson – Sec/Treas



# 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>2022</u> <u>Violations</u>	<u>2023</u> <u>Violations</u>
<u>motorized related:</u>		
vehicles	2	1
ATVs/motorcycles	4	4
snowmobiles (early)	2	4
<u>snowmobiles (late)</u>	<u>6</u>	<u>4</u>
<b>Total motorized related</b>	<b>14</b>	<b>13</b>
<u>non motorized related:</u>		
pets/animals	24	21
general vandalism (not signs)	10	9
weapons/hunting/trapping	3	2
horses	0	0
sign damage/theft	4	5
litter	3	2
dumping	1	1
alcohol	1	0
theft	3	2
harassment	0	0
failure to pay	18	21
camping	2	2
fires	0	0
fireworks	0	0
<u>graffiti</u>	<u>6</u>	<u>4</u>
<b>Total non motorized related</b>	<b>75</b>	<b>69</b>
<b>TOTAL</b>	<b>89</b>	<b>82</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.

# 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.

	2018	2019	2020	2021	2022	2023
<b>Total Visitors:</b>	88,850	63,448	103,995	82,916	29,567	31,176
<b>Total Visits:</b>	294,609	212,053	363,285	336,423	120,053	43,342

The amount of website Visits and Visitors drastically dropped in 2022. The reason for this is the Trail switched web hosting companies in July 2022 from GoDaddy to HostGator. GoDaddy and HostGator calculate Visits and Visitors differently.

## Newsletters—Emails

Newsletters are being emailed to as many readers as possible, this helps keep expenses down. Currently the CVT has an e-mail list of 9,132 contacts with an average 60% open rate.



# Cannon Valley Trail 2023 Year in Review

## June 27th:

The JPB increased fees for seasonal and daily wheel passes and decided to charge customers for credit card processing fees starting in 2024.

- \* Season Wheel Pass fee from \$25 to \$30
- \* Daily Wheel Pass fee from \$5 to \$7

## September 26th:

- An update was provided on the Mile 14 and 16 Slope Failure Repair Project. The project will cost \$650,000 and is scheduled for completion in June 2025. Construction will begin in January 2024.

- The CVT JPB approved moving forward with a MN DNR Rare Features Date License Agreement. The license agreement with the MN DNR would allow CVT employees to access biological resource information for the land managed by the Cannon Valley Trail. This information along with the CVT Biological Resource Management Plan will allow the CVT to better manage the natural resources.

- A new water/drinking fountain was approved by the CVT JPB. CVT staff has continued to struggle keeping the old water fountain functioning. The trail manager researched water fountains and found Dakota County and the City of Red Wing purchase the same brand – Most Dependable Fountains. The approximate cost of a new fountain will be \$5,000 to \$7,500.

## November 28th:

- The JPB received preliminary approval for a \$1.7 million grant to help fund a bridge and trail surface replacement project. Final approval is expected in spring 2024.
- The JPB received a \$5,000 grant to purchase and install a new water fountain at the Welch Station access.
- Traveling the CVT it is very evident many ash trees are dying due to the emerald ash borer. This fall trail staff and Goodhue County STS have removed approximately 100 trees and there are many more trees to be removed. This will be an ongoing project as ash trees continue to die.



# 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, 2023 were:

## **Cannon Falls:**

Lisa Groth—council member  
Laura Kronenberger - council member  
Paul Korkowski - citizen member

## **Red Wing:**

Donald Kleiwer - council member  
Janie Farrar - council member  
Charles O. Richardson - citizen

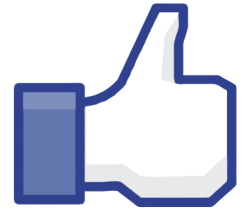
## **Goodhue County:**

Linda Flanders - commissioner, vice-chairperson  
Brad Anderson - commissioner, secretary/treasurer  
Dan Bender - citizen member, chairman

Nine Joint Powers Board meetings were held in 2023.



# User Comments Summary



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

We really enjoy the trail – winter & summer! Thanks for keeping it groomed for x-country skiing!. Beth S.  
You are a great resource to the area. Mike N.  
AWESOME! Thanks! This is my FAVORITE field trip ever! Kelly, Century Middle School

I like pay with cash and do not always have card on me. It is a great bike trail. Thank you for the good bike trail. 05/20/23

Need trail maps at hotels in Cannon Falls. Diane J. 05/11/23

Most beautiful trail in South MN! Gina W. 08/05/23

Self-stick envelopes would be nice (self pay stations) Jeanne 09/19/23

Trail is in need of re-surfacing esp. on the Red Wing end. P.G. 09/24/23

Please take all the trail pass money & upgrade the wi-fi speed. Open up a snack shack at Welch Station or we will. T & D 10/06/23

"That was the most beautiful 20 miles of trail I have ever been on!". Tour of MN Rider 06/2023



# Fund Balance Summary

Account Balance	31-Dec-22	31-Dec-23
<b>Total Equity</b>	<b>\$1,119,882.49</b>	<b>\$846,864.83</b>
<b>Commitments</b>		
Contingency fund	\$100,000.00	\$100,000.00
Asphalt escrow balance	\$204,762.23	\$214,762.23
Bridge escrow balance	\$46,621.31	\$49,121.31
Technology Fund	\$2,500.00	\$3,499.99
Special Project Fund	\$50,000.00	\$50,000.00
Capital Improvement	\$129,050.31	0.00
Trail Maintenance Fund	\$268,312.24	\$268,312.24
<b>Total Commitments</b>	<b>\$801,246.09</b>	<b>\$685,695.77</b>
<b>Non-committed Funds</b>	<b>\$318,636.40</b>	<b>\$161,169.06</b>

Technology Escrow Fund Summary	
Beginning balance	\$2,500.00
Contributions	\$2,500.00
2023 Expenses	\$1,500.01
<b>Balance</b>	<b>\$3,499.99</b>

Capital Improvement Escrow Fund Summary	
Beginning balance	\$129,050.31
Contributions	0.00
2023 Expenses	\$129,050.31
<b>Balance</b>	<b>\$0.00</b>

Asphalt Escrow Fund Summary	
Beginning balance	\$204,762.23
Contributions	10,000.00
2023 Expenses	0.00
<b>Balance</b>	<b>\$214,762.23</b>

Bridge Escrow Fund Summary	
Beginning balance	\$46,621.31
Contributions	2,500.00
2023 Expenses	0.00
<b>Balance</b>	<b>\$49,121.31</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*
- \* *Gary Anderson*
- \* *Paul Johnson*
- \* *Glen Lundell*

Trail Attendants

- \* *Karen J. Slininger*
- \* *Bill Betcher*
- \* *Judy Betcher*
- \* *Todd Prink*
- \* *David Anderson*
- \* *Byron Hanson*
- \* *Ryan Cooper*
- \* *Manyara Groebner*
- \* *Rich Zurich*

Voices of the Valley Coordinator—*Brenda Owens*

Volunteer Coordinator—*Gene Groebner*

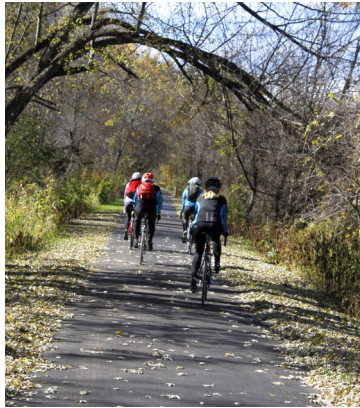
## Trail Facts:

- Hours worked by staff throughout the year totaled 6,574.75.
- About 20 volunteers assisted with Voices of the Valley and maintenance projects.

# Trail Use Summary

Use of the Trail in 2023 increased by 1% compared to use numbers in 2022.

## Estimated visitor use days:



The number of visitors on the trail is 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.

Guests from 54 Minnesota cities, 14 other states and 3 other countries signed the guest book in Welch. Many others posted comments on Google.

Activity	2018	2019	2020	2021	2022	2023
Bicycling	78,006	76,023	146,247	106,864	95,748	96,685
Inline Skating	4,979	4,853	9,335	6,821	6,112	6,171
Pedestrian	8,299	8,088	15,558	11,369	10,186	10,286
Skiing	700	700	800	800	800	400
<b>Total</b>	<b>91,984</b>	<b>89,664</b>	<b>171,940</b>	<b>125,854</b>	<b>112,846</b>	<b>113,542</b>

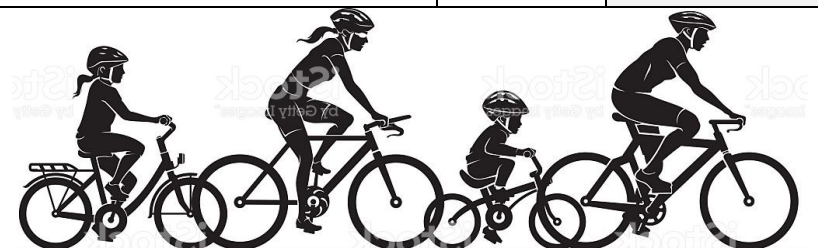


# Wheel Pass Program Summary

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. 2023 rates were \$5.00/day or \$25.00/season (including sales tax). Discounted rates for the season pass were available to purchasers of 50 - 99 or 100+ passes. 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	2022 Total Sold	2022 Total Value	2023 Total Sold	2023 Total Value
Daily	\$5	10,107	\$50,535	5,392	\$26,960
Daily - self purchase	\$5	3,957	\$19,785	7,201	\$36,005
Daily - Internet	\$5	3,872	\$19,360	3,618	\$18,090
Season	\$25	1,590	\$39,750	1,743	\$43,575
Season - Internet	\$25	1,136	\$28,400	1,128	\$28,200
Group	Varies	181	\$905	95	\$475
<b>Total Value</b>			<b>\$158,735</b>		<b>\$153,305</b>
<b>Expenses (Pre-Deposit Deductions)</b>					
Friends Coupons Redeemed			\$1,242.75		1,021.00
Discounts/Pass Replacements			\$5,685		5,373.85
Donated Passes			\$1,480		2,275.00
<b>Deposited</b>			<b>\$150,327.25</b>		<b>\$144,635.15</b>
Sales Tax Liability			\$9,322.85		-\$9,940.47
<b>Net Wheel Pass Revenue</b>			<b>\$140,004.40</b>		<b>\$134,694.68</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 \$214,762.23 as of December 31, 2023. 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 2023. The total number of dollars in this account stands at \$49,121.31 as of December 31, 2023.



**Project 3. Technology Fund** - This fund account was created by the Joint Powers Board for technology expenses in the future. \$2,500.00 was put into the technology fund in 2023. The total number of dollars in this account stands at \$3,499.99 as of December 31, 2023.

**Project 4. Phase 2 Bridge Replacement** - Greater Minnesota Regional Parks and Trails Commission through Legacy Funds is helping fund the project. This is a three year project which started in 2021. The completion of this project took place in June of 2023. This project includes replacing four bridges at a total project cost of \$996,400.

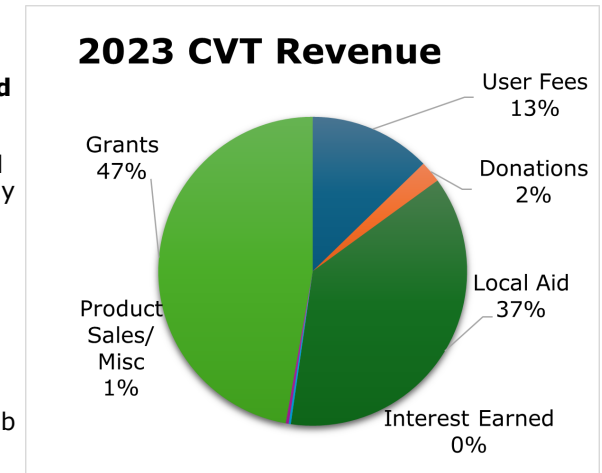
**Project 5. Mile 14 and Mile 16 Slope Failure Repair Project** - Engineer work was completed for preliminary design and cost estimate to repair the slope failure issues at Mile 14 and 16. This is a three year grant project.



## 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



## Revenue Summary

<i>Revenue</i>	<i>2023 Budget</i>	<i>2023 Actual</i>
Grants & Aids	603,570.50	504,780.00
Goodhue County Share	142,100.00	142,010.00
Red Wing Share	103,140.00	96,345.00
Cannon Falls Share	49,274.00	49,274.00
Wheel Pass Sales	120,000.00	134,694.68
Ski Pass	3,200.00	1,522.50
Book Sales	150.00	187.23
T-shirt Sales	2,000.00	2,950.00
Interest - deposits/investments	4,000.00	2,450.00
Donations - Friends of the Trail	8,500.00	9,360.00
Donations - Special Projects	-	-
Donations - CVT Wall	2,000.00	8,565.00
Donations & contributions	4,000.00	6,298.73
Refunds/wheel pass refunds	-	36.77
Other Misc/Rebates	-	172.30
Sale of Assets	-	-
Transfer from General Acct	-	-
<b>TOTAL REVENUE</b>	<b>\$ 1,041,934.50</b>	<b>\$ 958,646.21</b>

# Operating/Maintenance Account Summary

	<u>2023 Budget</u>	<u>2023 Actual</u>
wages - full time	\$72,656.50	\$75,289.60
wages - seasonal/ part-time	\$121,296.67	\$83,363.74
PERA	\$10,903.87	\$8,599.35
FICA	\$14,837.42	\$11,979.70
Employee Ins	\$600.00	\$12,951.66
<u>Worker's comp insurance</u>	<u>\$10,046.77</u>	<u>\$1,124.55</u>
<b>Sub-Total Personnel</b>	<b>\$230,341.23</b>	<b>\$193,308.60</b>
office supplies	\$2,000.00	\$3,147.18
printed forms	\$8,000.00	\$3,559.05
envelopes/letterhead	\$175.00	\$959.12
other operating supplies	\$5,000.00	\$3,282.36
motor fuels	\$6,000.00	\$5,659.26
Training/Instruction Supplies	\$250.00	\$0.00
chemicals	\$1,750.00	\$1,545.00
rock/asphalt	\$1,200.00	\$193.76
equipment parts	\$3,750.00	\$1,874.83
tires	\$500.00	\$660.44
building repair	\$1,000.00	\$3,909.13
trees/landscaping	\$200.00	\$489.99
sign repair materials	\$500.00	\$200.68
motor vehicle repair supplies	\$1,000.00	\$783.70
other repair/maint. supplies	\$2,500.00	\$1,240.68
small tools	\$450.00	\$409.92
safety equipment	\$400.00	\$29.45
<u>merchandise for resale</u>	<u>\$3,500.00</u>	<u>\$2,702.00</u>
<b>Sub-Total Supplies</b>	<b>\$38,175.00</b>	<b>\$30,646.55</b>
engineering	\$0.00	\$0.00
training services	\$200.00	\$0.00
professional/ web services	\$8,750.00	\$15,016.01
telephone/internet services	\$4,500.00	\$4,121.42
Postage	\$1,500.00	\$1,219.85
travel/conference	\$225.00	\$0.00
meals	\$250.00	\$143.22
mileage reimbursement	\$250.00	\$170.96
marketing/advertising	\$3,000.00	\$602.46
other printing and binding	\$100.00	\$230.41
insurance	\$8,000.00	\$7,450.00
Electrical Utilities	\$2,500.00	\$2,269.38
equipment repair and maint.	\$2,500.00	\$1,204.50
equipment rental	\$500.00	\$189.00
toilet rental/pumping/supplies	\$2,500.00	\$2,435.00
bank charges/ E-commerce fees	\$3,500.00	\$5,060.44
dues & memberships	\$1,000.00	\$1,198.80
refunds	\$50.00	\$0.00
Uniform allowance	\$1,000.00	\$151.66
other Misc/Operating Supplies	\$1,200.00	\$1,453.07
<b>Sub-Total Services</b>	<b>\$41,525.00</b>	<b>\$42,916.18</b>
<b>TOTAL EXPENSES</b>	<b>\$310,041.23</b>	<b>\$266,871.33</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.

The Cannon Valley Joint Powers Board is grateful for this support.

<u>Friends of the Trail</u>	<u>*2023 Budget</u>	<u>*2023 Actual</u>
office supplies	\$ 40.00	\$ 0.00
printed forms	\$ 250.00	\$ 0.00
postage	\$ 150.00	\$ 66.00
<b>TOTAL EXPENSES</b>	<b>\$ 440.00</b>	<b>\$ 66.00</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>Project</u>	<u>2023 Budgeted</u>	<u>2023 Actual</u>
Bridge Replacement— Phase 2	\$2,500.00	\$806,202.83
Mile 14 & 16	\$337,821.32	\$88,874.93
Repaving Project	\$49,000.00	\$3367.50
Purchase Pickup Truck	\$36,500.00	\$35,995.95
Portable Fuel Tank	0.00	\$4,467.23

<b>Total</b>	<b>\$425,821.32</b>	<b>\$938,908.44</b>
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