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Appleton Area OHV Park Master Plan

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VISION

The Appleton Area OHV Park provides a unique environment for OHV users to experience the outdoors and socialize with other OHV enthusiasts from around the country, while also serving diverse recreational interests of the local community.

APPLETON AREA OHV PARK

Master Plan

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Appleton Area OHV Park Master Plan

Prepared for

Upper Minnesota Valley Regional Development Commission (UMVRDC)
Appleton, Minnesota

Swift County
Benson, Minnesota

Prepared by

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Capstone Panel

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Acknowledgements

I came to the MURP program from the fields of my home in western Minnesota and then to Virginia and the vegetable fields at Shalom Farms. Thanks, Shalom crew, for allowing me the space to get this started. I miss a lot about working there, but not harvesting squash.

I would like to thank all the Wilder School faculty who introduced me to the planning profession. I am especially grateful to Dr. Avrum Shriar who understood the language of rural places and who guided me on my first attempt at undertaking a thesis. I am grateful for the consistent guidance of Dr. Gough who was there with knowledge and advice at every stage, and to Dr. Accordino for providing clarity of direction. I needed all of it.

I would not be finishing this degree without the willingness of then department chair Dr. Pitt and Wilder School staff who went out of their way to get me back to being an active student. I was a body at rest, I needed help getting going again and it was provided for me. I am grateful.

I am also grateful to my employer, the Upper Minnesota Valley Regional Development Commission. Our board provides generous benefits, one of which is financial support for this last stretch at VCU. Thank you, Kristi, for your guidance and encouragement on this project.

I would be remiss if I did not mention the contributions of my oldest friends. Thank you, Vincent, for reminding me why I am doing this. Your ongoing friendship has been invaluable. And Todd's okay, too. We have come a long way from your basement in 1990.

And most importantly, I find myself with a partner in Cynthia and a daughter in Dorothy that I did not have when I applied to this program. I am looking forward to moving on with both of you and leaving school behind. Sorry I got grumpy sometimes.

I am blessed with more than my fair share of loving family. I love you all, thank you.

Now I can wander off in peace.

*When I heard the learn'd astronomer,
When the proofs, the figures, were ranged in columns before me,
When I was shown the charts and diagrams, to add, divide, and measure them,
When I sitting heard the astronomer where he lectured with much applause in the lecture-room,
How soon unaccountable I became tired and sick,
Till rising and gliding out I wander'd off by myself,
In the mystical moist night-air, and from time to time,
Look'd up in perfect silence at the stars.*

-Walt Whitman



Photo Credit: Kristi Fernholz

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Executive Summary

This master plan is a culmination of a process that began in December of 2019 to capture the value of the Appleton Area OHV Park and seek regional park designation from the Greater Minnesota Regional Parks and Trails Commission (GMRPTC). Achieving this designation will make it possible for Swift County staff to apply for funding to expand the park and to upgrade park amenities.

Swift County can maintain the park solely with the Minnesota Department of Natural Resources (DNR) Grant-in-Aid program which receives funds from OHV vehicle registration fees. There is no entrance fee for the park and Swift County does not use general taxpayer dollars to operate the park. Vehicles must be registered with the State of Minnesota.

The original 102-acre county park was closed in 1995 due to flooding, but in 2002 and in 2004, Swift County applied for park development funds from the National Recreational Trails Program to improve the park. The 2002 application covered the initial conversion to an OHV park and the 2004 application included another 175 acres to the main park site and another 68 acres designated for 4x4 trucks bringing the total acreage to 325.

The park is located on a former gravel mining site with a small lake in the northern section of the park. Mining left behind sand and gravel well suited to manipulation into climbs and dunes. Over time, trees have grown up in the park and many of the trails are wooded on both sides. Because of the low elevation leftover from mining, parts of the park are prone to flooding. During times of flooding, water settles into smaller areas which are ideal mud runs for OHVs. The rolling topography, trees, and open areas on the north side of the park, provide for a variety of trail riding experiences and ample opportunities for shade.



County leadership know that the park is well-loved and regularly used by visitors from 300 miles away. The park is also used by residents for walking, biking, and fishing. The City of Appleton has passed ordinances to make it possible for OHVs to legally drive on city streets for the purpose of connecting local campgrounds and residents to the park after acquisition of a free permit (Figure 13 in Appendix I).

A park steering committee met five times to discuss future park development and along with the help of a landscape architect from Hagstrom Engineering, Upper Minnesota Valley Development Authority (UMVRDC) staff were able to develop a public participation plan to gather park user feedback. The plan centered around the development and dispersal of a park user survey asking users where they came from, how old they were, how long they stay, how they learned about the park, how many people were in their group, why they visit the park, how many times they have visited the park, and what new amenities they would like to see added to the park. Survey respondents had the opportunity to give open ended comments and these comments were categorized into six categories: general, wayfinding, expansion, maintenance, trail characteristics, and other ideas.

From this user feedback, the committee was able to find the most important issues for park visitors. Why people visited the park and what they hoped to see added to the park were the two most useful categories of feedback.



Four recommendations were the result of analyzing the user survey. Those recommendations include:

- Add convenience amenities to the park
- Improve connections for the park
- Expand the park
- Maintain the park

Convenience amenities for the park are intended to improve the park user experience with upgraded toilets, running water, vehicle wash stations, parking lot improvements, and a new day-use area anchored by a proposed swimming beach. Connections to the park, mainly in the form of improved crossing conditions near the west-side entrance off Highway 59, and an OHV route through the City of Appleton, will help users get to the park from their homes and campgrounds. Expanding the park has been a consistent demand by park users and to meet this demand, four nearby parcels of land have been identified and conversations with the landowner have already taken place regarding the sale of those properties to Swift County. To improve the maintenance of the park, another source of funding is identified and a call for creating a park maintenance plan and full-time staff budget are included.

Recommendations and a potential timeline for meeting these goals are included in the Implementation Matrix. A park Master Plan Map, developed by Hagstrom Engineering, is also included. Implementation of the recommendations will depend upon the willingness of Swift County to contribute taxpayer dollars to the park.

The scope of this document is to capture park user feedback and translate that into specific improvement proposals to be completed in a phased process over the next ten years. These components are guided by the Greater Minnesota Regional Parks and Trails Commission Strategic Plan and the Point of Focus.

The GMRPTC Master Plan Point of Focus states:

The main focus of a master plan should be on clearly describing the regional-level purpose and compelling features of the park or trail, along with what makes it a place that people will want to go to time and again. Specifically describing unique features and how the park or trail will provide a high-quality outdoor experience not otherwise available in the area is especially encouraged (GMRPTC 2020).



Appleton OHV Park Masterplan

March 2021 - Swift County



VISION STATEMENT

The Appleton Area OHV Park will provide a unique family environment for OHV users to responsibly experience the outdoors in a space specifically designed for off-highway vehicles, socialize with people from across the country, and serve the diverse recreation interests of the local community.

Goals of the Appleton Area OHV Park

- o Retain character as primarily an OHV park
- o Serve multiple age groups so entire families can enjoy the park
- o Maximize the use of existing local camping facilities
- o Retain the park as critical greenspace, highlighting the grass lake and trees
- o Serve diverse user groups within the context of OHV focus
- o Improve connection to the City of Appleton to better serve the local community
- o Expand the park to take advantage of adjacent disturbed landscapes
- o Provide an opportunity for OHV users to avoid environmentally sensitive landscapes
- o Maintain the park in a manner that encourages people to return
- o Increase and strengthen community image and create sense of place
- o Provide a challenging and safe place for local residents and regional visitors
- o Improve facilities to attract new visitors and encourage repeat visitors

PARK LEGEND

- Park Area
- Future Acquisitions
- Trailhead
- Passenger Car Parking Only
- Restroom
- Existing Structure
- Proposed Structure
- Water Spigots/Fountains
- Signed Trail Entrance
- Park Signage
- ATV/OHV/JOHV Trail System
- Guardrails

In addition to the improvements listed below the partners involved in the Appleton OHV project are consistently assessing and grant funding to improve the quality of trails and park features at the park.

PHASE 1 IMPROVEMENTS

- 1 Land Acquisitions
- 2 Main Trailer Parking Lot
500sf Building - (2) Restrooms
(97) Geogrid Trailer Spaces
24' - Geogrid Two-Way Drive
(4) Vehicle Wash Stations
(3) Water Spigots
(4) Signed Trail entrances
Monument Sign at Park Entrance
- 3 Day-Use Beach Park
500sf Building - (2) Restrooms
Asphalt drive from property boundary
Dredge New Beach Area
Boulder walls
6' min. Gravel Trails to accommodate ADA
Restroom, Shelter and Beach area
(1) Outdoor shower
(3) Screened changing areas for riders
(13) passenger car parking spaces near beach
(30) parking spaces north farm-around
(2) Water Spigot
ATV boulder fence 'designated parking areas'
- 4 Lakeshore Walking Trail
Walking trail out to fishing pier & old structure
(2) Benches at old structure for walkers
30' seating path improvements
Additional Signage
Fishing Pier near hand boat launch
- 5 Formalize Connection Trail to Camping area
Upgrade Signage and Striping

PHASE 2 IMPROVEMENTS

- 1 South Parcel Trailhead
Single Vault Toilet
Re-grade and formalize gravel parking area for (12) Trailer Spaces
(1) Vehicle Wash Station
(1) Water Spigot
(2) Signed Trail entrances
- 2 East Side Trailhead
(12) Geogrid Trailer Spaces
(1) Vehicle Wash Station
(1) Water Spigot
(2) Signed Trail entrances
Single Vault Toilet
- 3 Spectator View Areas
Re-grade flat area for viewing
(5) Benches
(5) Shade Trees



Appleton Area OHV Park Master Plan Implementation Matrix						
Goal 1:	Recommendation - Add Convenience Amenities			Priority Level	Responsible Entity	Timeline
			Action 1.1.1: Install vehicle wash stations Action 1.1.2: Install outdoor shower and changing screens Action 1.1.3: Improve beach to accommodate swimming Action 1.1.4: Improve parking areas	Low Low High	Swift County Swift County DNR Swift County	Phase I, II Phase II Phase I Phase I, II
	Objective 1.1:	The park meets the needs of visitors				
			Action 1.2.1: Install ADA paths in day-use area Action 1.2.2: Install improved restrooms Action 1.2.3: Drill wells to provide drinking water	High High High	Swift County	Phase I Phase I, II Phase I, II
	Objective 1.2:	The park serves multiple ages and ability levels				
			Action 1.3.1: Add fishing pier Action 1.3.2: Add hand boat launch Action 1.3.3: Install guard rails Action 1.3.4: Install spectator viewing areas	Low Low High Medium	Swift County	Phase II Phase I Phase I, II Phase II
	Objective 1.3:	Non-OHV activities are supported and separated				
Goal 2:	Recommendation - Improve Connections for the Park					
			Action 2.1.1: Indicate non-OHV areas with signs Action 2.1.2: Add signs indicating trail difficulty Action 2.1.3: Provide signs leading to restrooms	Medium Medium Medium	Swift County	Phase II
	Objective 2.1:	Wayfinding in the park is clear				
			Action 2.2.1: Add crossing improvements on Hwy 59 Action 2.2.2: Clearly indicate legal on-road use Action 2.2.3: Advertise the park on relevant websites Action 2.2.4: Add gateway signs to park entrances	Low High Medium Low	MnDOT City of Appleton Swift County, City of Appleton Swift County	18 - 24 months
	Objective 2.2:	Connections to the City of Appleton are improved				
			Action 2.3.1: Designate new in-town route to Swift County Fairgrounds Action 2.3.2: Add signage to fairgrounds entrance Action 2.3.3: Market all area camping options	Medium Low Medium	City of Appleton Swift County Swift County, City of Appleton	18 - 24 months 18 - 24 months 18 - 24 months
	Objective 2.3:	Existing camping facilities are fully utilized				
Goal 3:	Recommendation - Expand the Park					
			Action 3.1.1: Secure connecting corridors between properties Action 3.1.2: Install bridge across Pomme de Terre River	Medium Low	Swift County	18- 24 months 7 - 10 years
	Objective 3.1:	Locate entrances and parking areas for conflict resolution				
			Action 3.2.1: Use park user feedback from 2020 survey Action 3.2.2: Maintain park development committee Action 3.2.3: Use OHV trail development best practices	Low Low Low	Swift County	18 - 24 months Ongoing Ongoing
	Objective 3.2:	Develop new trails for all classes of OHV				
			Action 3.3.1: Purchase Phase I location Action 3.3.2: Purchase Phase II location Action 3.3.3: Purchase Phase III location Action 3.3.4: Purchase Phase IV location	High High Medium Low	Swift County	18-24 months 2 - 5 years 5- 7 years 7 - 10 years
	Objective 3.3:	Total acreage of the park is increased				
Goal 4:	Recommendation - Maintain the Park					
			Action 4.1.1: Inventory and survey newly acquired land Action 4.1.2: Discourage off-trail riding	Low Medium	Swift County	Ongoing Ongoing
	Objective 4.1:	Avoid flood-prone and ecologically sensitive areas				
			Action 4.2.1: Protect greenspace areas of the park Action 4.2.2: Develop park maintenance plan	Medium Medium	Swift County	Ongoing 18 - 24 months
	Objective 4.2:	Maintain park in a manner that encourages people to return				
			Action 4.3.1: Involve trail rider groups in grant seeking Action 4.3.2: Develop budget for full-time park staff Action 4.3.3: Secure ongoing Swift County financial commitment Action 4.3.4: Make regular Grant-in-Aid requests	Medium Medium High High	Swift County	Ongoing 18 - 24 months Ongoing Ongoing
	Objective 4.3:	Secure traditional and non-traditional sources of funding				

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Introduction

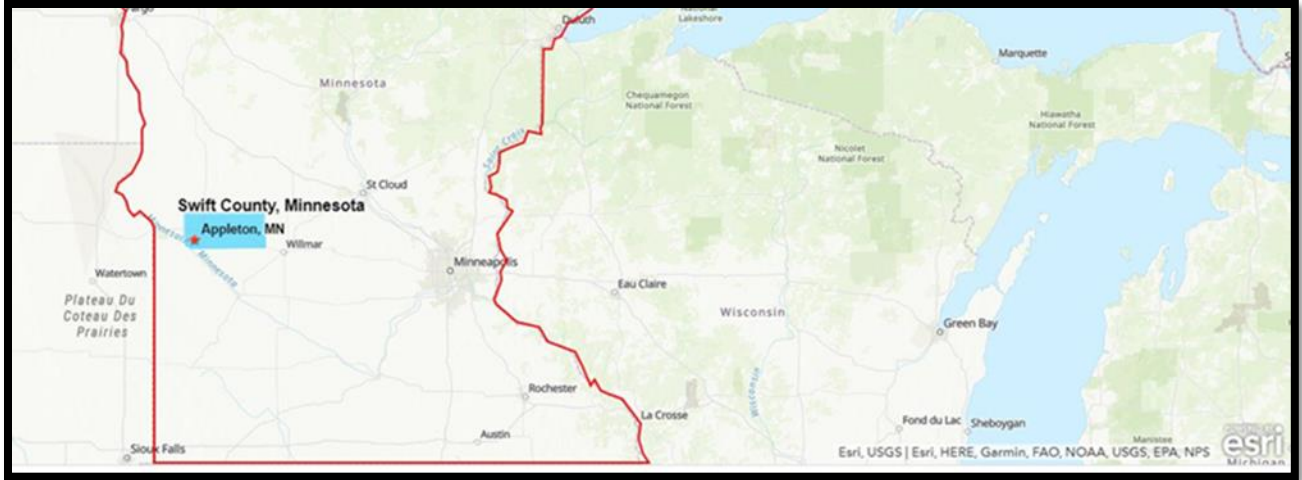


Figure 1: Project Location Map

Introduction

Plan Purpose

The purpose of this master plan is to capture park user feedback, site conditions, and proposed improvements for the Appleton Area OHV Park located in Swift County, Minnesota.

The park has been a Swift County park for decades and was designated an OHV park in 2003. After two user surveys it has become clear that visitors want to see the park expanded and to add amenities such as bathrooms, better connection into the City of Appleton and more camping options. As a response to this community feedback, park expansion will be a major element of the master plan. This master plan will show that the park is of regional significance and should therefore qualify for funding through the Greater Minnesota Regional Parks and Trails Commission (GMRPTC).

This plan will be guided by the GMRPTC Master Plan Point of Focus.

GMRPTC Master Plan Point of Focus

The main focus of a master plan should be on clearly describing the regional-level purpose and compelling features of the park or trail, along with what makes it a place that people will want to go to time and again. Specifically describing unique features and how the park or trail will provide a high-quality outdoor experience not otherwise available in the area is especially encouraged (GMRPTC 2020).

Client

The client for this project is the Upper Minnesota Regional Development Commission (UMVRDC). The UMVRDC serves the 5 counties of Big Stone, Chippewa, Lac qui Parle, Swift, and Yellow Medicine in west central Minnesota. The Upper Sioux Dakota Community is also within the borders of Yellow Medicine County. The UMVRDC is one of nine RDOs in the State of Minnesota that assist local communities with a range of services through technical assistance contracts.

Hagstrom Engineering provided landscape architecture expertise on this project. They contributed the Master Plan Map, Potential Acquisitions Map, and detailed cost breakdown of the proposed park additions. The UMVRDC and Hagstrom Engineering are under contract with Swift County to produce this master plan.

Plan Outline

Planning Process

This section includes highlights of five steering committee meetings as well as the existing conditions. These conditions include some demographic information, features of the park, OHV user group information including OHV class designations, and where OHVs have public access to parks and trails. The regional context of the park, some economic impact information, and park funding information complete the existing conditions section.

This section also includes the research methods used to gather information to guide future park development. This included a survey of park users completed in the Summer of 2020, survey results, and a section on the development on the vision, goals, objectives, and actions for the park. Precedent plans and a section on the value of outdoor recreation are also included here.

Recommendations

The recommendations section was developed from four park goals: add convenience amenities, improve connections, expand the park, and maintain the park. Each goal will be addressed with corresponding objectives and actions.

Implementation

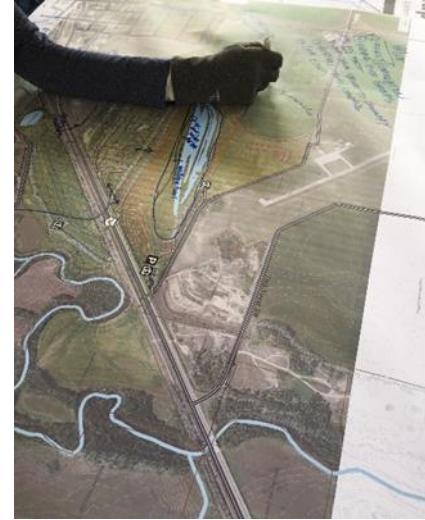
This plan includes an implementation matrix clearly setting out the action steps, and who is responsible, for each of the recommendations over the next ten years.

Conclusions

Concluding remarks are followed by appendices containing supporting documents and references.



Planning Process



Planning Process

Committee Meeting Highlights

The park steering committee consisting of three Swift County staff and elected officials, two Department of Natural Resource (DNR) employees, two local park users, two planning staff from the UMVRDC, and landscape architect from Hagstrom Engineering.

The steering committee had multiple discussions regarding proposed changes to the northwest corner of the lake for the purpose of creating a swimming beach. These changes will require a lengthy Environmental Assessment Worksheet and may rely upon local DNR and Swift County resources to complete the project.

Inclusion of non-OHV amenities was discussed regularly within the context of maintaining the park as primarily an OHV park. Non-OHV activities are allowed within the park, but anyone engaging in these activities must do so with the knowledge that OHVs may be present. Only the proposed day-use area will have areas isolated for non-OHV activity.

Because camping was consistently opposed within the park, the committee dedicated significant time to discussing the importance of connecting to existing camping facilities, particularly the Swift County Fairground campsite on the south side of Appleton.

Improvements to the east-side parking area were put on hold because of restrictions on development in the Airport Clear Zone (Figure 17 on page 48). These proposed improvements are contingent upon land being purchased adjacent to the park.

See steering committee meeting agendas and notes in Appendix II on page 49.

Existing Conditions

Regional Demographic Information

Appleton, Minnesota, and the surrounding region has seen consistent population decline since the 1960s. At the time of the 2010 Census, Swift County had 9,783 residents which was down from 14,936 at the time of the 1960 Census. All five counties within the UMRDC service region have similarly lost population over this period (Table 1).

Table 1: UMRDC Region Population Change 1960 to 2018

	1960	1970	1980	1990	2000	2010	2018	% Change
UMVRDC Region	69,063	61,806	59,822	50,845	50,011	45,190	42,711	-38.2%
Big Stone County	8,954	7,941	7,716	6,285	5,820	5,269	4,989	-44.3%
Chippewa County	16,320	15,109	14,941	13,228	13,088	12,441	11,924	-27.0%
Lac qui Parle County	13,330	11,164	10,592	8,924	8,067	7,259	6,658	-50.1%
Swift County	14,936	13,177	12,920	10,724	11,956	9,783	9,345	-37.4%
Yellow Medicine County	15,523	14,415	13,653	11,684	11,080	10,438	9,795	-37.0%

Source: US Census Bureau

Park Features

The park offers approximately 257 acres for snowmobile, ATV, and off-highway motorcycle use and another 68 acres for a 4x4 truck park. The site also offers a beginner course and an area with more advanced level features. The park lacks electricity and running water but has three picnic shelters and portable toilets (Figure 2).

The park currently has two sides separated by US Hwy 59. North side of the park contains the main parking areas, three shelters -west, north, and east - and portable toilets (Figure 2). The 1.5-mile practice OHM track, 5 miles of ATV and OHM trials and lake are also on the north side of the park. A mud run, sand dunes, and ORV log climb are specific design features of this portion of the park. (Figure 4). There are three old shelters on this side of the park that are minimally used (Figure 3).

The 10 miles of trails on the south side of the park is exclusively for ORVs or 4x4 trucks and is characterized by steep hills, wooded paths and other challenging terrain specifically designed for ORVs. There is also one shelter house and portable toilets on this side of the park.

Traveling between the two halves of the park requires leaving the park and traveling on a public gravel road and then onto a dedicated route established by the City of Appleton. Winter use includes snowmobile, cross-country skiing, and sledding. Neither side of the park currently has electricity.

There is no fee to enter the park, but OHV users in the park must register their vehicles with the State of Minnesota. Swift County does not formally monitor attendance at the park.

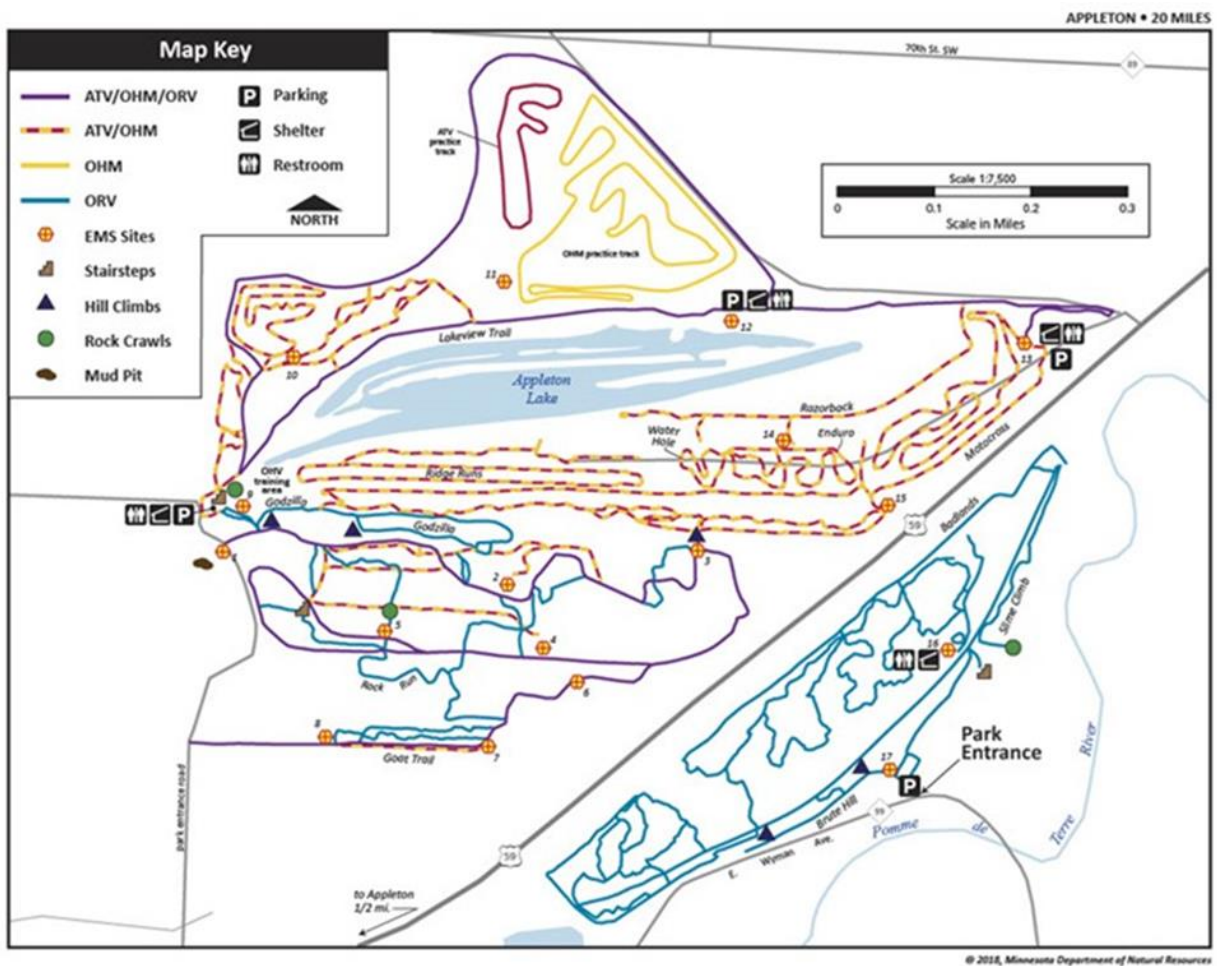


Figure 2: Appleton Area OHV Park Map

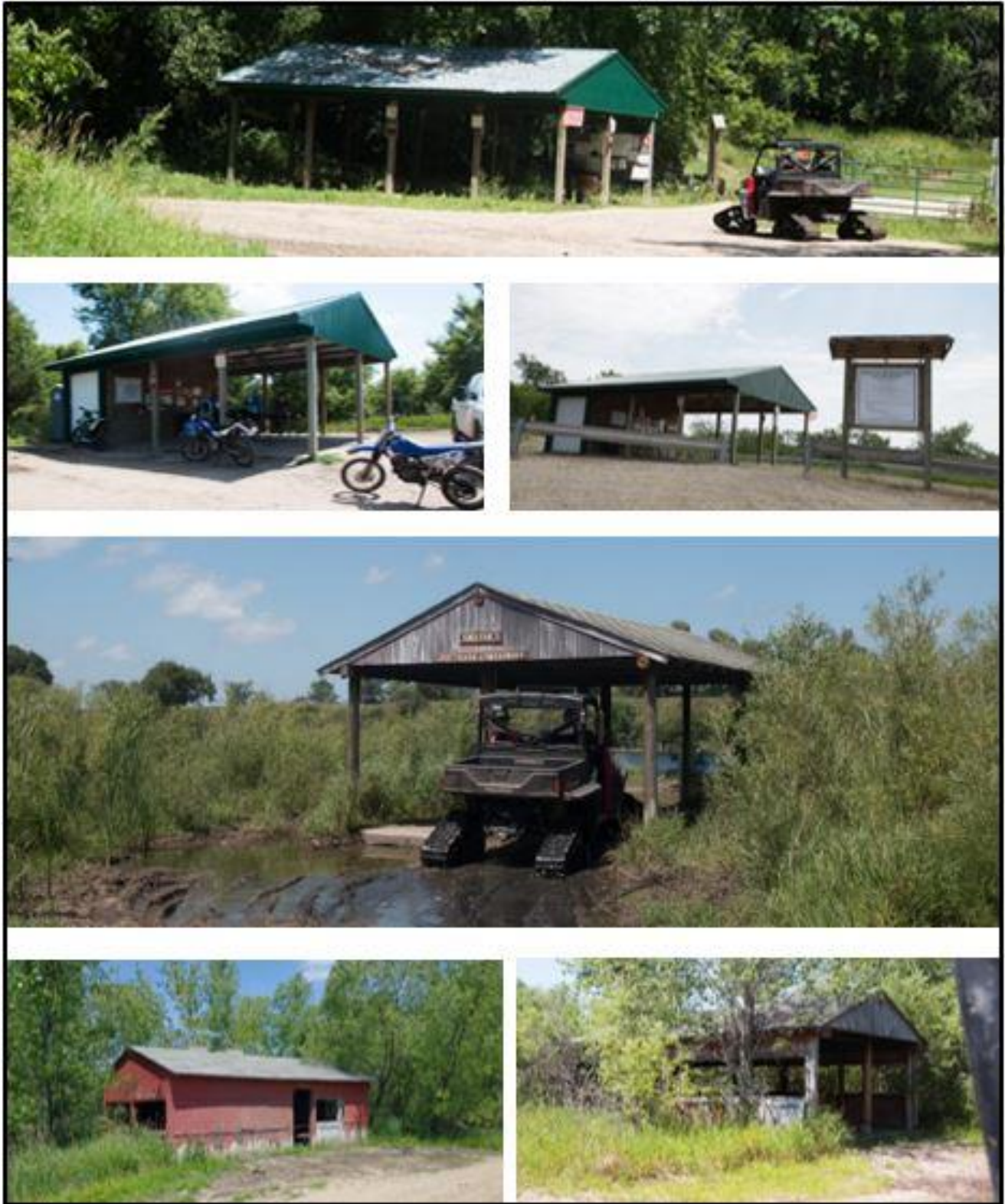


Figure 3: Park Structures



Figure 4: Site Characteristics





User groups

The main user groups for the park include Class I and Class II ATV users, Off-highway motorcycle (OHM) users, and off-road vehicle (ORV) 4x4 truck users. While the park is designed primarily for these OHV users, the park is also used for walking, fishing, kayaking, cross country skiing, and bike riding. People using the park for these activities have indicated that they monitor the OHV activity within the park and visit the park when there are few, or no, OHV riders.

The park in Appleton is unique, offering the opportunity for all four classes of OHV (Table 2) and areas that are dedicated to off-highway motorcycles (OHM) and off-road vehicles (ORV) only. Park users benefit by having an area to ride designed specifically for them with limited instances of non-OHV user group conflict or the degradation of environmentally and socially sensitive areas.

According to the Minnesota DNR, there are only seven locations within the lower third of the state that are open to OHV users (Figure 5). Of these seven locations, only one – the Appleton Area OHV Park - is open to all classes of OHVs (Off-highway 2021)

Table 2: MN DNR OHV Classifications

	Class 1 All-terrain vehicle (ATV) 	Class 2 All-terrain vehicle (ATV) 	Off-highway Motorcycle (OHM) 	Off-road vehicle (ORV) 
	ATVs 50 inches wide or less	ATVs greater than 50 inches wide but less than 65 inches	Motorized, off-highway vehicle with two wheels and a seat designed to be straddled	Vehicle capable of cross-country travel without benefit of road or trail
Includes	Vehicles with 3 to 6 wheels	Vehicles with 3 to 6 wheels	On-highway vehicle specifically registered for off-road use	
Does not include	Golf carts, mini-trucks, dune buggies, go carts or vehicles designed for other purposes			Snowmobile, ATV, motorcycle watercraft, or other vehicle not used for its intended purpose

Source: Department of Natural Resources 2021

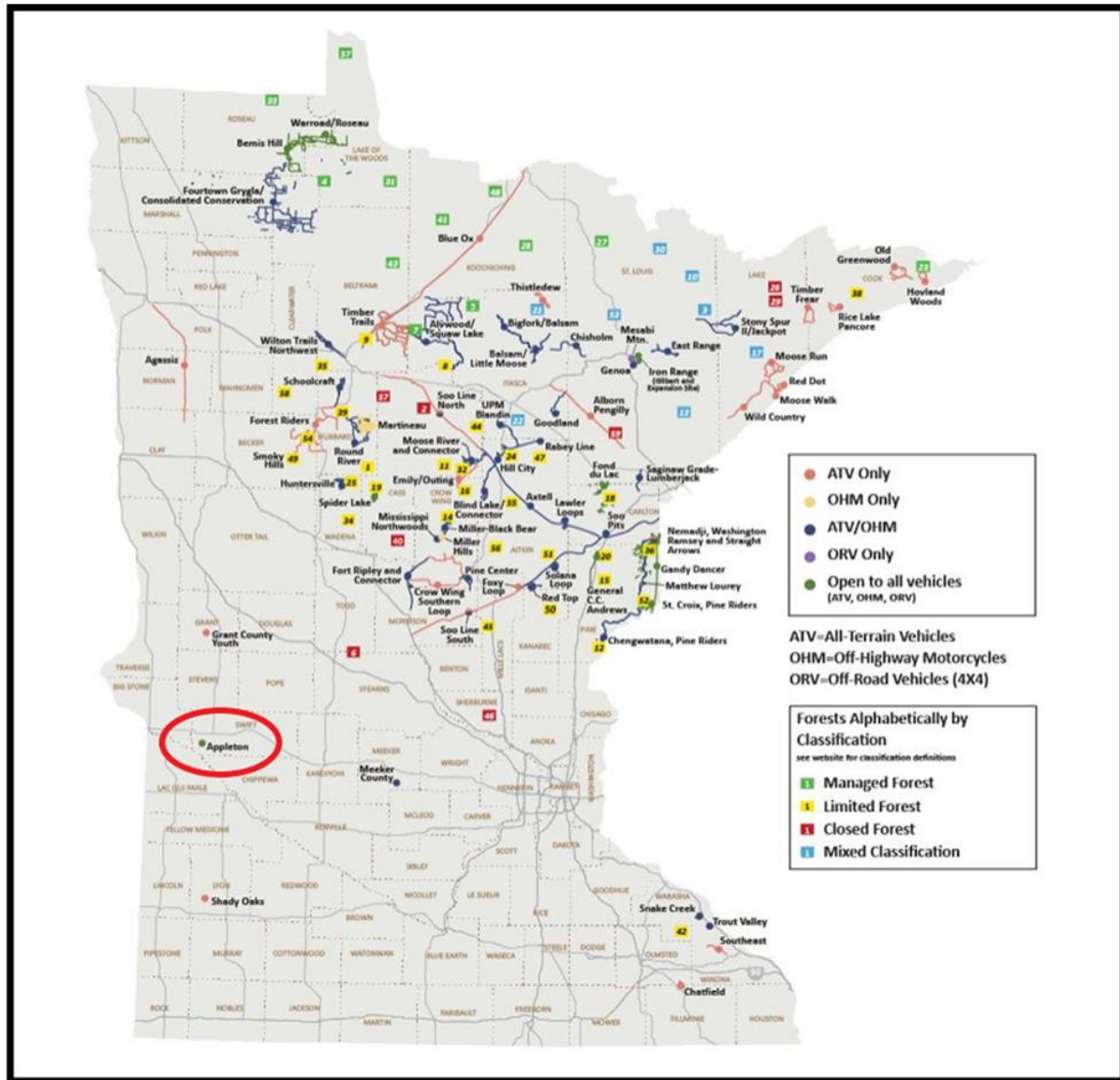


Figure 5: Public OHV Resources in Minnesota

OHV Use in Minnesota

With an estimated 5% of Minnesotan owning 300,000 OHVs (Parks & Trails Council of Minnesota 2020), it is understandable that people would look for places to use those vehicles, but public OHV parks and trails are concentrated in the northeastern part of the state (Figure 5). While an individual OHV may not have much of an adverse impact on the landscape, concentrating use from multiple vehicles in a limited area, such as public forests and grasslands, does have significant adverse environmental effects. These adverse effects include noise, litter, erosion, and habitat destruction, among others (Hughes and Paveglio 2019; Becker, Wilson, and Snyder 2010; and Martinson 2010).

The Parks and Trails Council of Minnesota estimates that about 3.96 million of the 4 million acres of state forest open to OHV use in come capacity and only 214,000 acres of state park (Parks & Trails Council of Minnesota 2020). According to Minnesota State Statute 86A.05 governing Minnesota state parks, critical characteristics of state parks is the protection and enjoyment of natural resources by current and future generations (Office of the Revisor of Statutes 2020), conditions at odds with frequent OHV use.

The perceived adverse impacts of OHV use have also limited the number of private landowners who allow OHV use on their property. Becker, Wilson, and Snyder (2010) found that 64% of landowners surveyed prohibited OHV use on their land, 26% allowed friends and family, and only 3% allowed public access.

Because of these conditions, siting of dedicated OHV spaces is critical to mitigating the negative environmental effects of OHV use. Disturbed lands, such as former mining sites, are not likely to be returned to pre-mining conditions, nor have a similar level of ecological value (Hancock Duque and Willgoose 2020) and therefore, use of the site as an OHV park can be a feasible post-mining use (Kivinen 2017).

Fortunately, the park is in this type of landscape and there are viable expansion possibilities on adjacent gravel mining properties that ensure that expansion of the park will not impede upon natural areas or farmland. With the known environmental concerns around OHV use, siting the OHV park in this landscape is a prudent use of these locations.

Restrictions on OHV use in state lands, the limited opportunities for OHV use on private property, and the significant number of OHV owners in the state make the Appleton Area OHV Park an important recreation asset.



Regional Context

Swift County manages two parks, the Appleton Area OHV Park and Swift Falls County Park in Swift Falls. Swift Falls County Park is located along the Chippewa River and features a waterfall, wooded trails with bridges spanning the river, playground and camping accommodations for both tents and RVs. Swift Falls is 40 miles from Appleton to the north east.

Benson is 25 miles from Appleton and home to Ambush Park. Ambush Park has camping accommodations for short or long-term RVs serviced by thirteen sites with water, sewer, and electric hookups. Benson also has a dog park and golf course.

North of Appleton are multiple waterfowl production areas, two state wildlife management areas, and Artichoke Lake, a shallow, medium sized lake with variable fishing conditions. The City of Morris is 31 miles north of Appleton and is home to the University of Minnesota Morris campus. Morris has eight city parks, one of which is Pomme de Terre Park which includes camping facilities, shelter with kitchen, playground, and restrooms with showers.

The Appleton Area OHV Park is located 16 miles northwest of Lac qui Parle State Park. The Department of Natural Resources (DNR) manages Lac qui Parle State Park as part of the state park system. Lac qui Parle State Park features trails accessible by foot, historic Fort Renville and Lac qui Parle mission sites and the 33,000-acre Lac qui Parle Wildlife Management Area. Popular activities in Lac qui Parle State Park are camping, fishing, bird watching/winter eagle sightings, hunting, canoeing and cross-country skiing.

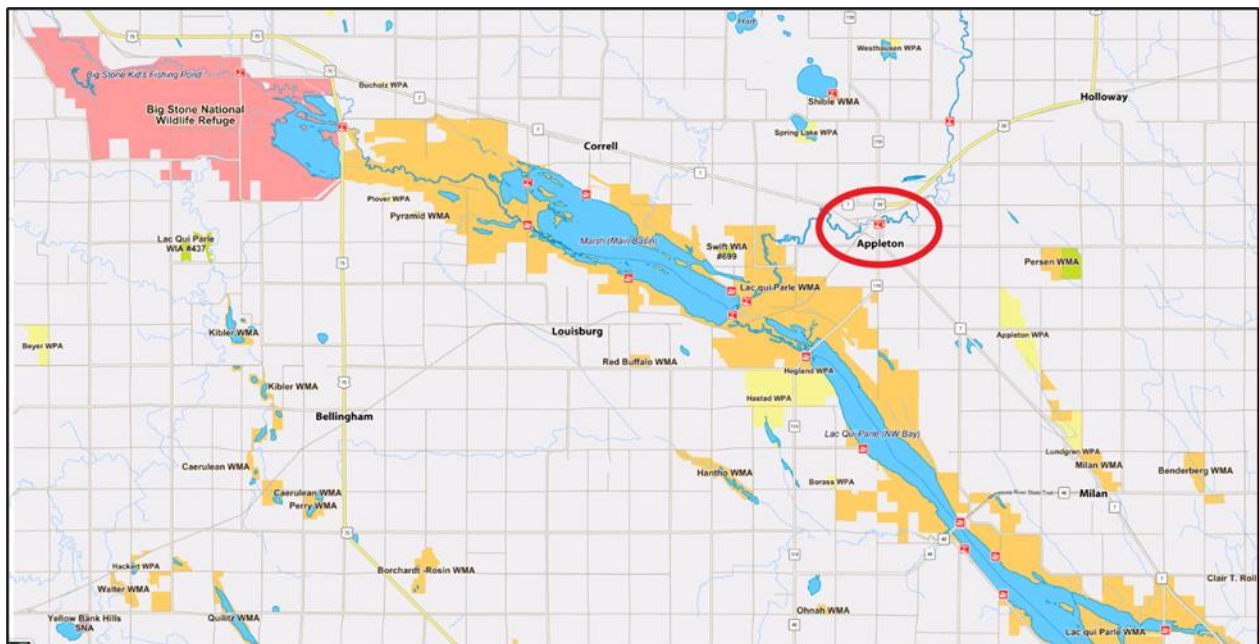


Figure 6: Regional Context Map

The Appleton Area OHV Park is located 20 miles southwest of Big Stone National Wildlife Refuge and the adjacent Lac Qui Parle State Wildlife Management Area. These two locations together consist of 36,364 acres primarily dedicated to providing habitat for migratory ground-nesting waterfowl. Both locations contain remnant prairie with the Big Stone National Wildlife Refuge claiming 1700 acres of this rare landscape. The entire Minnesota River corridor contains many locations with excellent views of the surrounding area and opportunities of viewing migrating birds and other plant and animal species distinct to the granite outcrop ecosystem. These two areas can be enjoyed by rustic trails or by boat accessible by several parking areas and public boat access points.

The nearest OHV park to Appleton Meeker County OHV Park is 90 miles east. The consists of 40 acres of ATV and OHM trails. Shady Oaks Native Prairie Adventure Trails is five miles of trail on private land and is 68 miles south of Appleton. Approximately 50 miles to the north is the Grant County Youth Trail. This park is designed as a practice facility primarily designed for beginners. In North Dakota, the 400-acre Kimball Bottoms OHV Area accommodates all four classes of OHVs identified by the DNR. This park is owned and operated by the US Army Corps of Engineers. The two OHV parks identified on South Dakota's Game, Fish, and Park's website, (ATVs 2021) Oahe Downstream OHV Area and Revheim Bay OHV Area are both about 250 miles from Appleton. Because the Appleton park offers access to all four classes of OHV and covers a large area, it can regularly draw visitors from 200-300 miles away.



Economic Impact

In 2012, students from the University of Minnesota Morris Center for Small Towns (CST) conducted an in-person user survey at the OHV park. Based on the feedback from 140 surveys, they determined that the two largest expenditure areas were food and beverage and transportation. The fact that only 24 of the 140 respondents stayed 1-3 nights, shows the importance of expanding on the over-night lodging options in the near vicinity of the park. With limited drivers of tourism for the area, any draw to local businesses is valuable. The survey found that the total amount spent by people who completed the survey to be \$11,691 (Ashe, Beyer, and Thompson 2012).

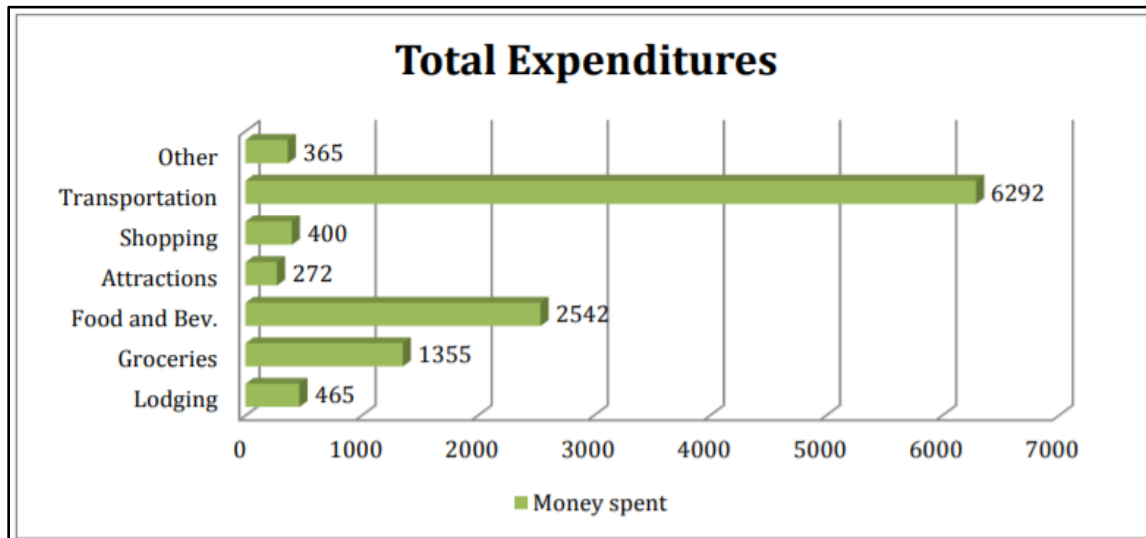


Figure 7: CST 2012 Park Survey: Total Expenditures

Expenditure	Per Survey	Per Group
Lodging	\$3.32	\$7.50
Groceries	\$9.68	\$21.85
Food and Beverages	\$18.16	\$41.00
Attractions / Entertainment	\$1.94	\$4.39
Shopping	\$2.86	\$6.45
Transportation / Fuel	\$44.94	\$101.48
Other	\$2.61	\$5.89
Total:	\$83.51	\$188.56

Figure 8: CST 2012 Park Survey: Expenditures Per Survey

Park Funding

Funding for the park comes from a single source: The Off-highway Vehicle Grant-in-Aid program. This fund is a result of collecting state OHV registration fees. Swift County uses these funds, totaling \$47,000 annually, to support three county employees involved in maintenance and administration of the park. There is no entry fee to enter the park.

The Program Manual for the Minnesota Trails Assistance Program has two formulas for reimbursing OHV park related activities. Administration, acquisition, construction, facilities, and trail system mapping are reimbursed at a rate of 65% of total costs in these categories. Maintenance, grooming, and liability insurance are reimbursed at a rate of 90% of total costs. Requests for funding are done on an annual basis (Grant-in-Aid 2021).

See the Off-highway Vehicle Request for Reimbursement form in Appendix V on page 66.





Research Methods

Research for development of this master plan consisted of studying past funding applications for park expansion, review of the park user survey completed by students in 2012 by the Center for Small Towns at the University of Minnesota, Morris, capture of anecdotal feedback given to Swift County leadership, and the park user survey completed in the summer of 2020. This information gathering was supported by research into park planning, placemaking, rural amenities, appropriate OHV park siting, the environmental impacts of OHV use on the landscape, and the availability of public OHV parks in the State of Minnesota.

Precedent Plans

Minnesota DNR 25-Year Parks and Trails Legacy Plan – 2011

Passed in 2008, the Clean Water Land and Legacy Act is an amendment to the state constitution that initiated a 3/8 percent increase in the state sales tax. 14.25% of funds collected because of the amendment go to state and regional parks and trails. This plan will be an important resource for developing the future of the Appleton Area OHV Park as a park with regional significance since it is Legacy funds that are being applied for.

GMRPTC Greater Minnesota Regional Parks and Trails Strategic Plan – 2015

This strategic plan contains the critical guidelines for creating master plans that meet the requirements for applying for funding through the GMRPTC. This strategic plan consists of six main sections including the strategic framework and organizational plan, planning context, classifications for parks and trails and the criteria for evaluating them, design protocol for regional parks and trails, a plan for managing statewide information, and the public outreach plan.

Voyager Country ATV Master Plan – 2018

This plan was also developed for the purpose of meeting the requirements of applying for development funds through the GMRPTC. Unlike the topic of this research, this plan covers primarily trails in northeastern Minnesota. While the setting and primary focus may be different, this master plan focused on OHV use will be a useful resource for the development of the Appleton Area OHV Master Plan.



Values of Outdoor Recreation

Enjoyment of nature, developing personal relationships, freedom, and tranquility are some of the shared values between OHV and non-OHV user groups. OHV users are less inclined to seek solitary experiences in nature and more inclined to activities centered around physical fitness fun, social bonding, and stress relief (Kil, Holland and Stein 2012).

Promotes physical activity:

The park is used for both OHV and non-OHV activities. Many people use the park for walks and getting outside. The park also offers the opportunity for kayaking, and in the winter, snowshoeing and cross-country skiing.

Connects people to the outdoors:

The park's diverse trails pass through sand dunes, woodlands, mud pits and around a small lake creating a variety of natural features for users to explore. The park is appreciated as an important green space by both OHV and non-OHV who share a desire for outdoor activity (Kil, Holland and Stein 2012).

Improved mental health:

Numerous sources translate the benefits of nature on mental health. According to the American Society of Landscape Architects, "living close to parks, or at least near lots of trees, can have far-reaching mental health benefits for people" (ASLA 2021). With a limited number of OHV parks in Minnesota, the park offers an important reprieve from daily life and serves as a regional destination for campers and outdoor enthusiasts.

Encourages social interaction:

The Appleton Area OHV Park provides a valuable resource for OHV enthusiasts to gather for shared experiences. OHV users place high value on the social experiences that come with visiting OHV parks and ranked "being with similar people" as the highest value in the study (Kil, Holland, and Stein 2012).

Public Involvement

The primary stakeholder outreach for the Appleton Area OHV Park master plan was completed over the months of June, July, and August of 2020.

Outreach consisted of developing a user survey poster that was distributed in paper and online format (Appendix III Page 51-53). Paper surveys were placed at the three shelters within the park. The online version of the survey was distributed by putting up posters with the URL for the survey link as well as a QR code for the survey. These posters were put up around the town of Appleton in places frequented by residents including the grocery store, gas stations, city hall, restaurant, and liquor store.

The survey was also shared via Swift County, UMRDC, and personal social media. Two OHV user groups, The ATV Association of Minnesota, and the Minnesota 4 Wheel Drive Association, also shared the survey with their audience. A press release was sent to all newspapers within the five-county area and the poster with the survey link was included in two of those local papers as an advertisement. The outreach yielded 262 online survey responses and nine paper survey responses.

It was the desire of the planners for this project to have more in-person engagement with the local population consistent with the placemaking approach, but because of the outbreak of COVID-19, large in-person gatherings were avoided.

Give your input on the future of the Appleton Area OHV park!

Park advocates and local leaders are looking for input into expanding and improving the park. Fill out the survey to help direct the master plan for this park which will determine development of the park in the years to come.



**You can also take
the survey online at:
www.surveymonkey.com/r/AppletonOHV**

Survey Results

Survey respondents indicated their location of origin by providing their zip code. This information is critical for determining whether the park can be considered a park of regional significance, a primary condition for receiving funding from the GMRPTC. Where park users came from, how many people are in their party, and how many miles they traveled provided are shown in Table 1.

Table 3: Park User Location of Origin and Number in Party

Location	Total Responses	Average	In Party	Distance Traveled	Average
Appleton	38	3.1	118	3.7	
Local	43	3.8	167	22.7	
MN Other	164	4	662	115	
Out of State	16	3.4	54	145	
Local = Within about 30 miles		Total Visitor	1001	Grand Marais was furthest at 360 miles	

Source: Appleton Area OHV Survey 2020

Survey responses were overwhelmingly positive with only one out of 271 responses that was directly unsupportive of the park and resulting conditions from park users. Comments about the park and what people would like to see were divided up into categories: general, wayfinding, park expansion, maintenance, trail characteristics, and those capturing other ideas.

COMMON THEMES, TRENDS AND VALUES OF THE PUBLIC

- **Generational Family Park:** The park should serve multiple age groups so entire families can enjoy the park.
- **Off-Highway Vehicles:** The park serves primarily OHV users.
- **Greenspace:** The park serves an important function as a place for people to enjoy the outdoors. The trees and clean lake are part of what makes the park special.



Comments from 2020 User Survey

General: Comments in this group primarily consisted of those relaying visitor experiences.

- *Great place to have fun with family on ATV.*
- *build it into a destination for weekend vacations and playtime.*
- *Awesome place! Such a great asset to bring visitors to our community!*

Wayfinding: Comments consist of those related to better signage in and connecting to the park

- *Informational signs posted about right of ways within the park and such would be nice. Too many people whip around blind corners.*
- *I know there are certain roads you can drive your ATV and Appleton on but I don't know which ones they are not clearly marked. So I think clearly marked signs or bigger signs or just make the whole town accessible for ATVs. Or maybe it is already and I just don't know.*

Park Expansion: There has been sustained feedback from park users regarding expansion.

- *This is an awesome asset to Appleton and the area... keep expanding for more fun and activities!*
- *I hope the expansion to the North Goes Through. I would Also Recommend hiring someone on a steady basis to maintain / groom trails, keep the weeds mowed down.*

Maintenance: Comments on maintenance were primarily concerned with the trails.

- *Could ask off road groups to help with maintaining the park, couple group weekends would be great!*
- *Clean up picnic area*

Trail Characteristics: The majority of the feedback centered around 4x4 vehicles (ORV).

- *More 4x4 offroad truck trails and obstacles please. Minnesota only has 3 bigger sized OHV trails but over 60 trails for OHM/ATVs.*
- *Better definition of the trails. The atv side is doesn't have the obstacles it used to. The truck side is under developed yet. There are some good obstacles there. The rock hill and log climb are good. It would be nice to see that improved more.*

Other Ideas: Comments in this section contain suggestions for specific additions to the park.

- *I like the way it is but wouldn't mind a better place to clean up after a fun day of riding*
- *Water fountains / Sinks somewhere would be great*



Figure 9: Survey Question 8

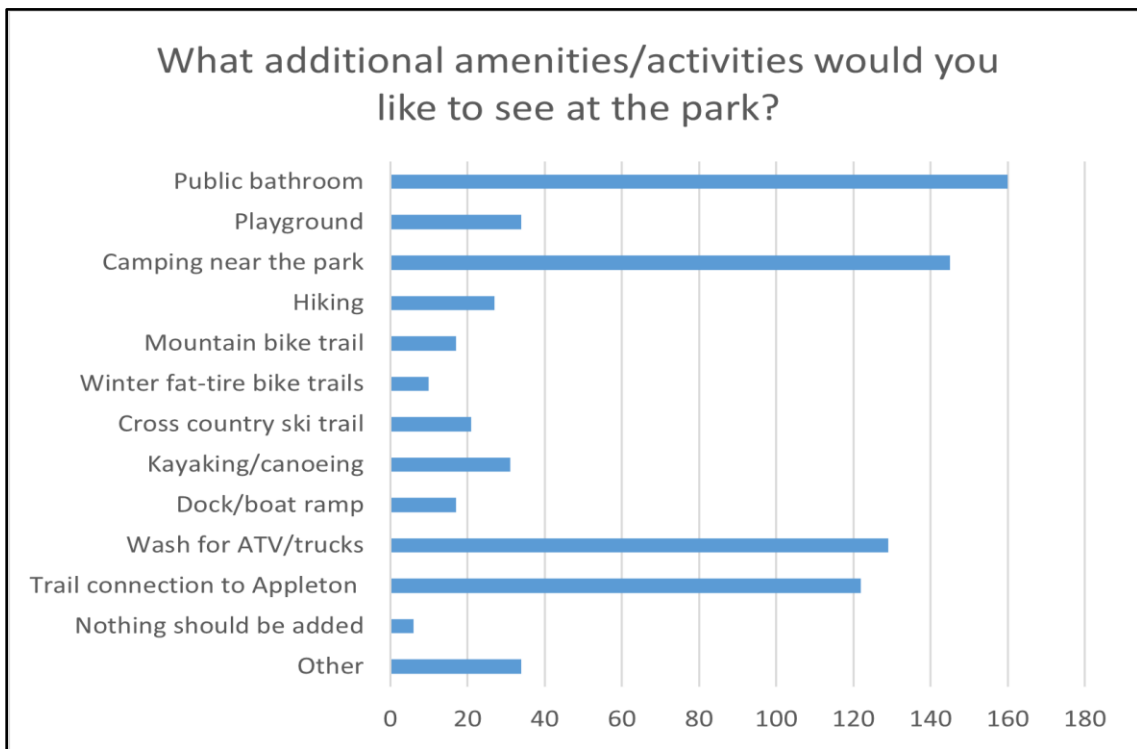


Figure 10: Survey Question 9

Vision, Goals, Objectives, and Actions

With park user feedback the steering committee developed a vision statement for the park and identified goals and objectives to meet those goals. The goals for the park were: add convenience amenities, improve park connections, expand the park, and maintain the park in a manner that will encourage people to return. These goals were translated into recommendations with corresponding objectives and actions.

Objectives reflect the values of the park as it is as well as how the committee hopes the park can improve in the future with OHV park users as the focus. Meeting the needs of visitors, regardless of age, ability, or activity is a high priority captured in the first goal of making the park more convenient. The objectives of improving connections within the park, to the City of Appleton, and to existing campgrounds must be done before the third goal of expanding the park can be justified. This will lead to careful siting of new potential new entrances and parking areas and trails. Maintaining the park as it is and after future expansions is the focus of the fourth goal and subsequent objectives. Avoiding flood-prone areas, securing new sources of funding, and maintaining the park in a manner that encourages people to return will help to ensure the long-term success of the park as a vital local amenity.

The steering committee relied heavily on the outstanding level of feedback from park users in forming the recommendations for future park development. This level of community support was a vital element in providing legitimacy to the proposals outlined in this document.

The Appleton Area OHV Park Master Plan Implementation Matrix on page 43 contains the specific objectives and actions that correspond with each goal. The recommendations list reflects the priorities of the steering committee with the knowledge of resident and county commissioner values in mind.

VISION STATEMENT

The Appleton Area OHV Park provides a unique environment for OHV users to experience the outdoors and socialize with other OHV enthusiasts from around the country, while also serving diverse recreational interests of the local community.



Recommendations



Recommendations

Introduction

Recommendations for park improvements were developed through park user feedback, anecdotal feedback given to Swift County employees and leadership over time and steering committee member input. Recommendations were captured during steering committee meetings and translated into the goals, objectives, and actions in the Implementation Matrix on page 43.

The first round of proposed amenities will improve the park user experience by providing utilities to the site, parking lot improvements, improved beach and corresponding day-use amenities including restrooms, outdoor shower and changing rooms. A non-motorized boat launch on the west end of the lake near the existing west shelter, and trail leading to a fishing pier on the south side of the lake are also included in Phase I. Wayfinding signs will improve the park user experience throughout.

Subsequent phases of development will be dependent upon Swift County finances, and Department of Natural Resources (DNR) approval for changing the northwest portion of the lake into a swimming beach. Land acquisition will lead to new trail development, finalized amenity plans, and the securing of funding to support those improvements.

Recommendation 1: Add Convenience Amenities to the Park

The first round of proposed improvements will enhance the park user experience by providing convenience amenities. The objectives corresponding to this recommendation ensure that the park meets the needs of visitors, non-OHV activities are supported and separated from OHV activities, and that the park serves multiple ages and abilities. This can be done by installing guard rails where OHVs may interact with walkers or people using the beach and boat launch. Providing flush toilet restrooms, walking paths to the fishing pier, and drilling a well to provide clean drinking water and vehicle wash stations (Figure 11).

All proposed features will meet regional design and applicable accessibility standards.

Improvements added to the Appleton Area OHV Park make staying all day at the park a more convenient experience for entire families. These changes will allow the user to enter the park and feel that the park has been designed specifically with OHV users in mind and encourages them to return. A Master Plan Map showing the locations of proposed amenities is available on page 35 (Figure 12).



Figure 11: Amenity Examples Board

Development features

A table containing the development features highlighted below and categorized into phases with cost estimates, is included in Appendix V on page 67.

West Parking Lot Improvements

This area will see significant upgrades including two vehicle wash stations with concrete pads, parking lot surface improvements, landscaping, trail entrance signs, vault toilet, well to service water spigots.

Day-Use Beach Park

This area located on the NW section of the lake will include a 500 sq ft flush restroom facility, asphalt drive with parking area, beach, ADA gravel trails, outdoor shower and changing screens, guardrails, septic system, regulatory trail entrance signs, landscaping and well to supply water.

Signage

Because the park is not staffed, park rules will be posted on signage at the entrances and in multiple areas. Trails will be signed to show the OHV class usage allowed and warning signs for walkers. Other than the day-use swimming area, all trails are intended for OHVs.

Kayak Launch

A new Kayak launch will be built in the southwest corner of the lake. This area has been identified because of the topography, access to the day-use area, and connecting road.

Fishing Pier

A fishing pier would be located on the south side of the lake with a dedicated walking path connecting the pier to the west day-use area and kayak launch site.

Toilets

Toilets will be added to three locations around the park to allow for better access and amenities. A flush toilet and septic system will be installed at the day-use beach area with vault toilets used at other locations.

Utilities

Currently, there are no utilities in the park. The master plan recommends electricity and water to be added to the west side of the park, with the option to run electricity to the east side.



Recommendation 2: Improve Connections to the Park

Objectives in this recommendation include the development of clear wayfinding in the park, improving the OHV connection to the City of Appleton, and utilizing existing camping facilities. The park is currently served by two entrances. The west entrance is considered the main entrance into the park including the largest parking area, and the east entrance leads to two small parking locations, one on the north side of the park, and the other on the east end of the park.

Park user feedback showed a desire for an improved connection to the City of Appleton. There is currently a dedicated path from town out to the park, but this path requires crossing Highway 59. There are currently no crossing improvements at this intersection. The speed limit at this location is just changing from 60 mph to 45 in this vicinity. Walkers and bicyclists also cross the road to enter the park at this location. The steering committee has requested that MnDOT add traffic calming signs warning drivers of the OHV crossing. See proposed crossing improvements map in Appendix I.

Camping

Park user surveys have shown strong interest in adding camping in the park. There is currently no camping within the park and the steering committee unanimously agreed that camping would not be added. The committee felt that improving connections to the existing camping locations in Appleton would address the demand for the near future. The City of Appleton's campground is currently accessible by OHV and the Swift County Fairgrounds camping site will be accessible upon approval of a connecting route through the city to the park (Figure 13). The City of Appleton and Swift County market existing camping on their respective websites.

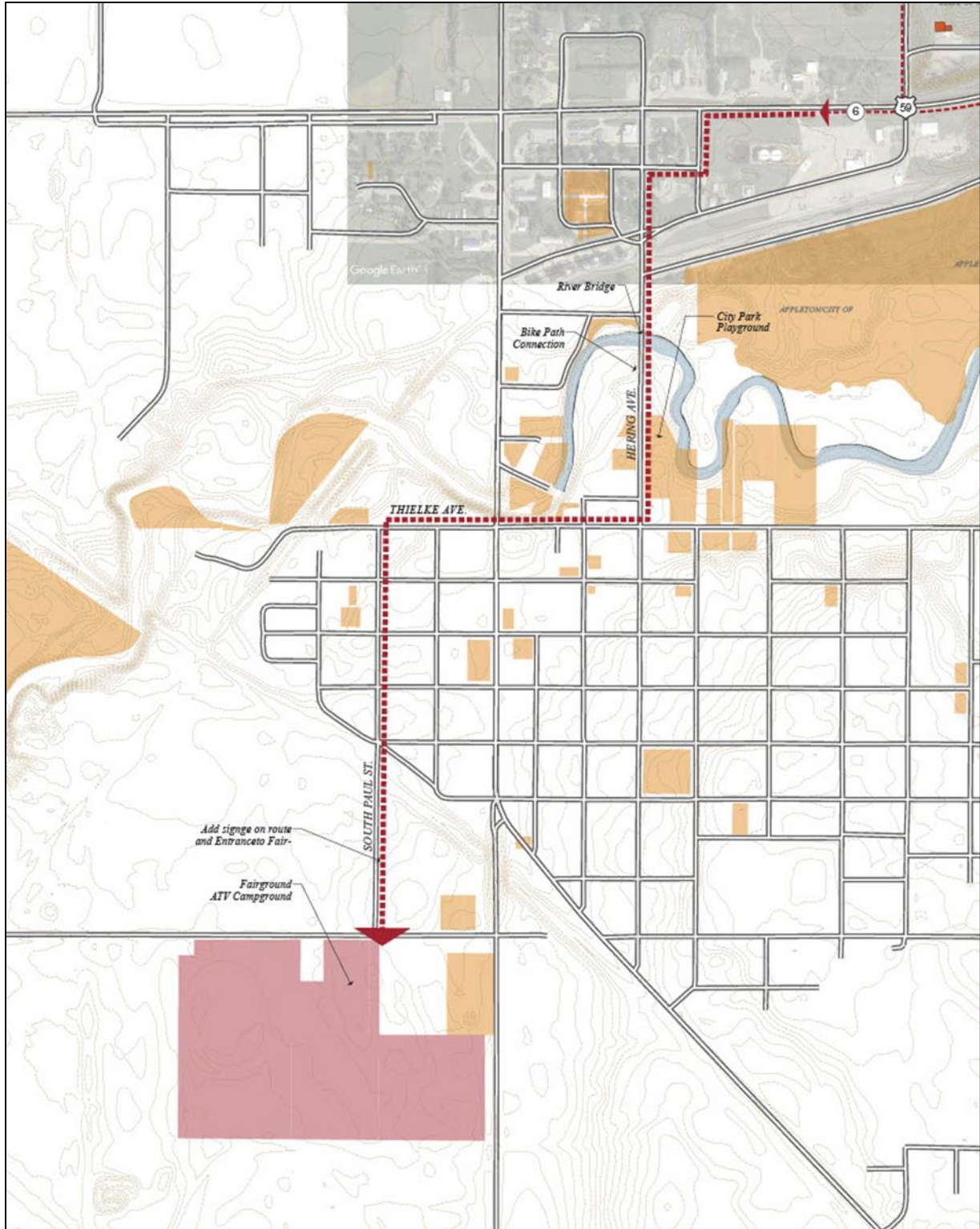


Figure 13: Proposed City of Appleton OHV Route Map



Recommendation 3: Expand the Park

Objectives to meet this recommendation include locating entrances and parking areas that make park access convenient for users, developing new trails, and increasing the total acreage of the park.

Swift County leadership have been asked to expand the park for many years. Feedback has centered on the need for alternative off-road vehicle or 4x4 (ORV) trails that do not flood in wet weather. The south ORV area regularly floods, reducing opportunities for these users. To meet this demand, four parcels have been identified for park expansion. One directly adjacent to the existing park's east entrance and three parcels parallel to the Pomme de Terre River (Figure 14). Avoiding the Airport Clear Zone was a factor in expansion considerations (Figure 17 in Appendix I).

Swift County has requested funding to purchase a property identified as the Phase I expansion that is adjacent to the east side of the park. The location has been mined for gravel and will fit the current character of the park. This parcel has been identified as a location for a second large parking lot that would serve park expansion to the north. Because all proposed expansion properties are not adjacent to the current park, connecting corridors must be secured.

The four phases of expansion are anticipated to be completed within the next 7 - 10 years.

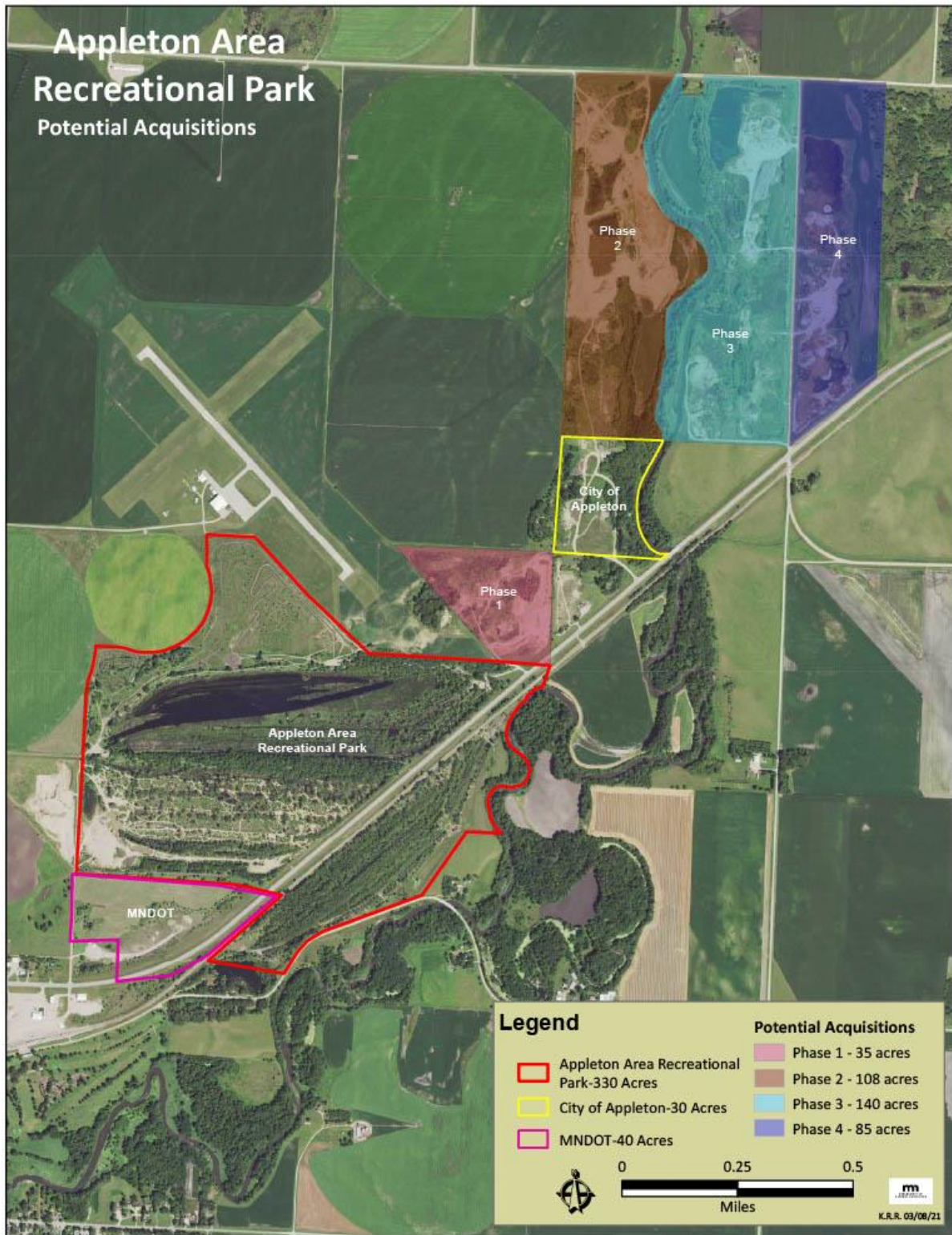


Figure 14: Potential Acquisitions Map

Recommendation 4: Maintain the Park

Improving the maintenance of the park was one of the primary categories when survey comments were reviewed. There is currently one part-time person responsible for regular maintenance of the park.

Maintaining the park in a manner that encourages people to return, avoiding flood prone and ecologically sensitive areas, and financial security are the main objectives that not only relate to the current park, but more importantly are objectives to meet when the park is expanded. The park is an important green space and while the trees in the park are highly valued, they must be occasionally pruned back. OHV activity has inherent adverse effects on the landscape (Martinson 2010) and must be both contained on designated trails and mitigated. Careful consideration of locations for new trails that maximize maintenance efforts will be important for park develop going forward. Inevitably, expanding the park will increase the number of trails that need maintenance. Swift County should consider a budget for increased staffing dedicated to maintaining the park and a corresponding maintenance plan.

While the Off-highway Vehicle Grant-in-Aid program provides funds for trail construction and maintenance per mile, ensuring long-term financial security for the park may include diversifying the funding sources used to support park functions. One possibility is the T.R.A.I.L.S. grant program offered by OHV manufacturer, Polaris. This grant is intended to support the activities of ATV clubs and other local rider groups that help maintain local parks. Grant awards are capped at \$10,000 but groups may apply twice per year. The deadlines for applications are on March 1st and September 1st.





Implementation



Implementation

Phases of Development

Development of Appleton Area OHV Park's features has been divided into three phases, two development phases and one land acquisition category (OHV Park Phasing Plan in Appendix V on page 71).

Implementation of park development phases will depend heavily upon Swift County supporting grant requests to the GMRPTC with matching funds. While there are elements within the implementation matrix that other entities are responsible for - MnDOT, the City of Appleton, the DNR – most of the responsibility lies with Swift County. Swift County has initiated the process of park expansion by committing to the purchase former gravel mining property labeled Phase I adjacent to the east side of the park. See Potential Acquisitions map on page 35.

In the short term, approval to alter the lake to create a better swimming beach will depend on the outcome of completing an Environmental Assessment Worksheet (EAW). The longer-term priorities depend upon the addition of land to the park, which makes phasing of the park beyond two phases difficult. Connecting adjacent parcels of land parallel to the Pomme de Terre River could be done with a bridge that serves OHVs and another large parking area may be necessary on the north side of these parcels should park attendance warrant the addition.

See the Appleton Area OHV Park Implementation Matrix in Table 4.

Table 4: Implementation Matrix

Appleton Area OHV Park Master Plan Implementation Matrix							
Goal	Recommendation - Add Convenience Amenities	Priority Level	Responsible Entity	Timeline			
Goal 1: Recommendation - Add Convenience Amenities	Objective 1.1: The park meets the needs of visitors	Low	Swift County	Phase I, II			
	Objective 1.2: The park serves multiple ages and ability levels	Action 1.1.1: Install vehicle wash stations	Low	Swift County	Phase II		
		Action 1.1.2: Install outdoor shower and changing screens	Low	Swift County	Phase I		
		Action 1.1.3: Improve beach to accommodate swimming	High	DNR	Phase I, II		
		Action 1.1.4: Improve parking areas	High	Swift County	Phase I, II		
	Objective 1.3: Non-OHV activities are supported and separated	Action 1.2.1: Install ADA paths in day-use area	High		Phase I		
		Action 1.2.2: Install improved restrooms	High		Phase I, II		
		Action 1.2.3: Drill wells to provide drinking water	High	Swift County	Phase I, II		
		Action 1.3.1: Add fishing pier	Low		Phase II		
		Action 1.3.2: Add hand boat launch	Low		Phase I		
	Goal 2: Recommendation - Improve Connections for the Park	Objective 2.1: Wayfinding in the park is clear	Action 2.1.1: Indicate non-OHV areas with signs	Medium			
			Action 2.1.2: Add signs indicating trail difficulty	Medium			
			Action 2.1.3: Provide signs leading to restrooms	Medium	Swift County	Phase II	
Action 2.2.1: Add crossing improvements on Hwy 59			Low	MnDOT			
Objective 2.2: Connections to the City of Appleton are improved		Action 2.2.2: Clearly indicate legal on-road use	High	City of Appleton			
		Action 2.2.3: Advertise the park on relevant websites	Medium	Swift County, City of Appleton			
		Action 2.2.4: Add gateway signs to park entrances	Low	Swift County	18 - 24 months		
		Action 2.3.1: Designate new in-town route to Swift County Fairgrounds	Medium	City of Appleton	18 - 24 months		
Objective 2.3: Existing camping facilities are fully utilized		Action 2.3.2: Add signage to fairgrounds entrance	Low	Swift County	18 - 24 months		
		Action 2.3.3: Market all area camping options	Medium	Swift County, City of Appleton	18 - 24 months		
		Goal 3: Recommendation - Expand the Park	Objective 3.1: Locate entrances and parking areas for conflict resolution	Action 3.1.1: Secure connecting corridors between properties	Medium		
				Action 3.1.2: Install bridge across Pomme de Terre River	Low	Swift County	18 - 24 months 7 - 10 years
				Action 3.2.1: Use park user feedback from 2020 survey	Low		18 - 24 months
Action 3.2.2: Maintain park development committee	Low				Ongoing		
Objective 3.2: Develop new trails for all classes of OHV	Action 3.2.3: Use OHV trail development best practices		Low	Swift County	Ongoing		
	Action 3.3.1: Purchase Phase I location		High		18-24 months		
	Action 3.3.2: Purchase Phase II location		High		2 - 5 years		
	Action 3.3.3: Purchase Phase III location		Medium		5- 7 years		
Objective 3.3: Total acreage of the park is increased	Low		Swift County	7 - 10 years			
Goal 4: Recommendation - Maintain the Park	Objective 4.1: Avoid flood-prone and ecologically sensitive areas		Action 4.1.1: Inventory and survey newly acquired land	Low		Ongoing	
			Action 4.1.2: Discourage off-trail riding	Medium	Swift County	Ongoing	
			Action 4.2.1: Protect greenspace areas of the park	Medium		Ongoing	
			Action 4.2.2: Develop park maintenance plan	Medium	Swift County	18 - 24 months	
	Objective 4.2: Maintain park in a manner that encourages people to return	Action 4.3.1: Involve trail rider groups in grant seeking	Medium		Ongoing		
		Action 4.3.2: Develop budget for full-time park staff	Medium		18 - 24 months		
		Action 4.3.3: Secure ongoing Swift County financial commitment	High		Ongoing		
		Action 4.3.4: Make regular Grant-in-Aid requests	High	Swift County	Ongoing		

Conclusions

A well-loved park by residents and visitors alike, the Appleton Area OHV Park is an important local amenity. Excellent user feedback showed that the park is clearly an OHV park that is used for a few other activities. This reality influenced the development of this master plan. With minimal public spaces for OHV use in the region, and low private land access, OHV users need a dedicated space to use their vehicles safely and responsibly. The Appleton Area OHV Park provides a unique opportunity for users of all classes of OHV vehicle.

As a former gravel mining location, the site is ideally suited for use as an OHV park. The land is unlikely to be restored to its former state, and with the known negative environmental impacts of concentrated OHV use, establishing and expanding the park is an appropriate use of the site. With the Appleton region seeing consistent population decline, any amenity that brings people to the area is a benefit.

The recommendations in this plan are drawn from park user feedback received from the survey completed in the Summer of 2020. The implementation matrix sets out a general schedule for corresponding actions and identifies the responsible parties. While some of those actions need the cooperation of other entities, ultimately, it will be up to Swift County and their willingness to use taxpayer dollars to support future park development. The county has already committed to the future of the park by initiating the process of purchasing additional land.

The park has many dedicated users and the support of Swift County. There is a path forward to establishing a high quality regional, and possibly national, OHV destination.



Appendices

Appendix I: Maps

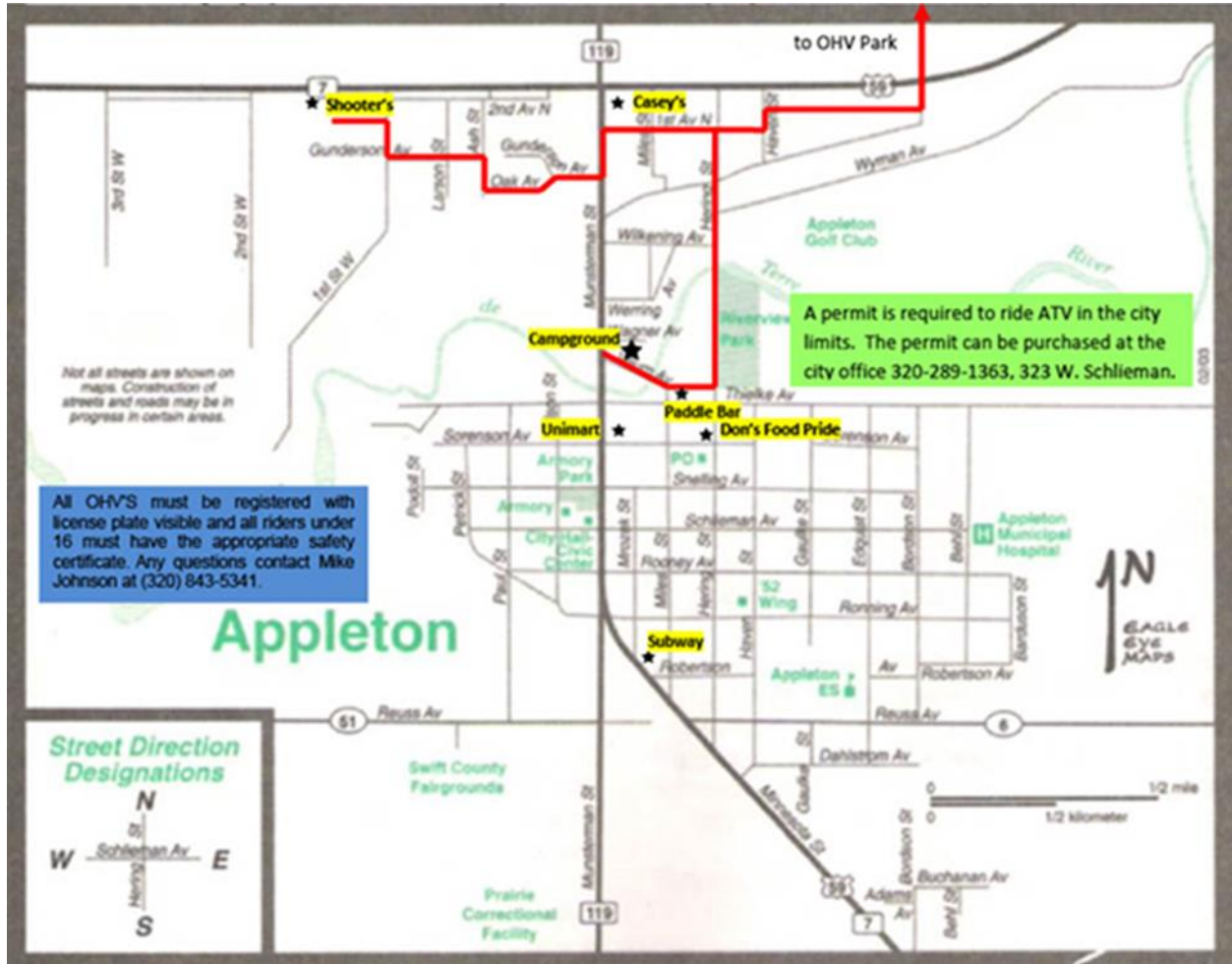


Figure 15: Current City of Appleton In-Town OHV Route

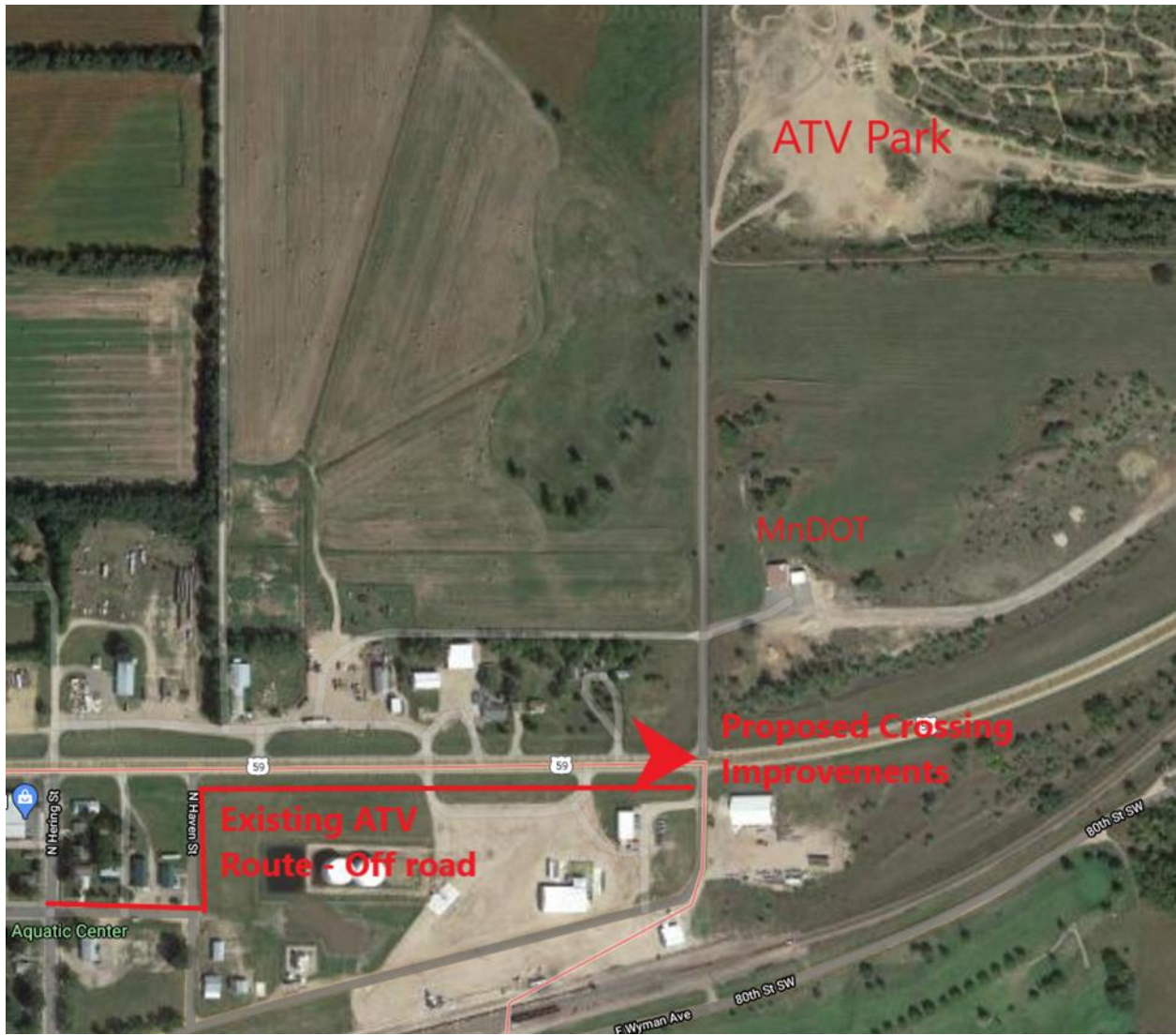
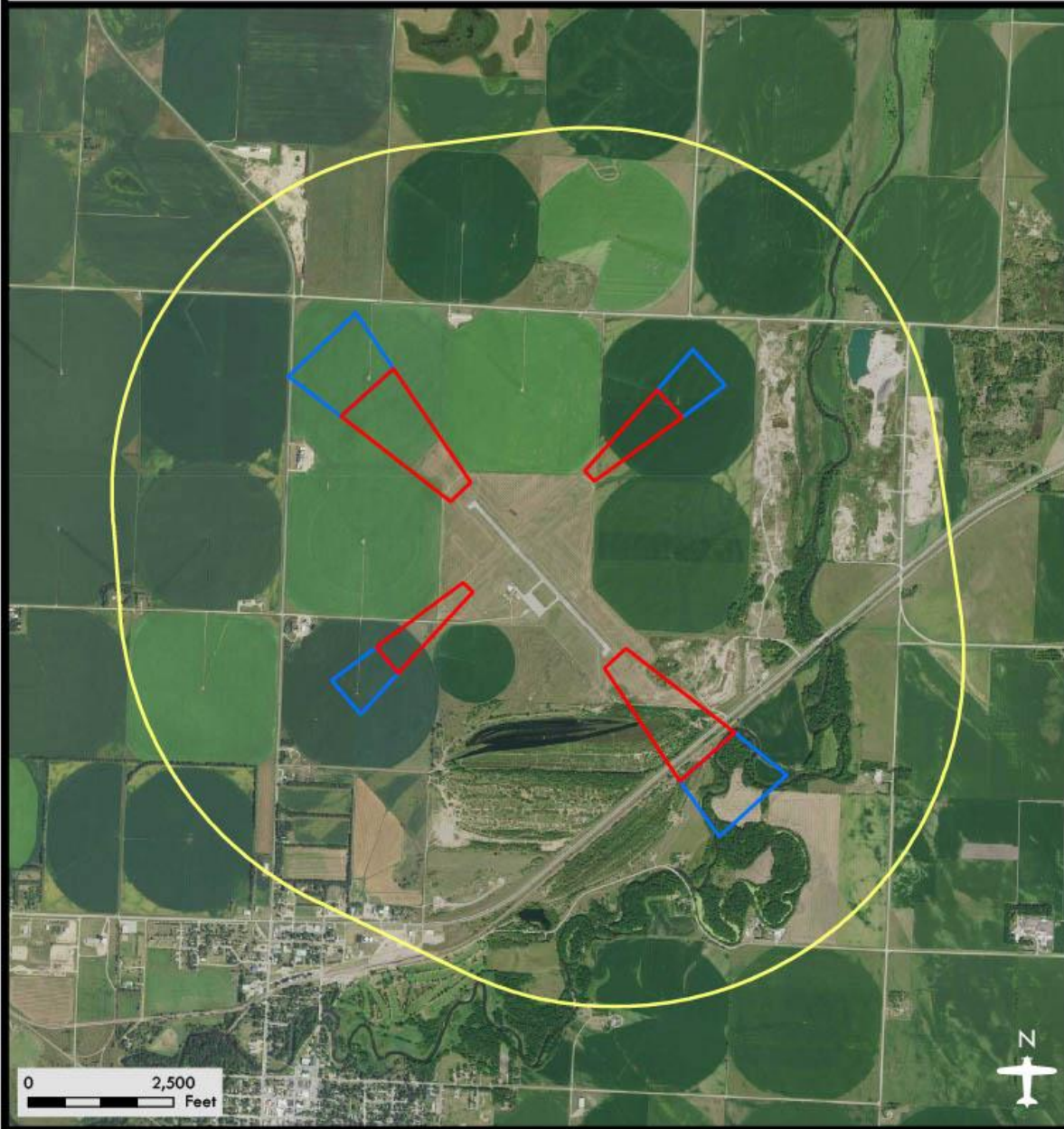


Figure 16: Proposed Crossing Improvements Location on Highway 59

Appleton Municipal Airport

Airport Safety Zones

Date: 08/08/2018



Legend

-  Zone A
-  Zone B
-  Zone C

DISCLAIMER: This is not an official zoning map. To view the official map and ordinance for this airport, please visit the Airport Zoning Information Warehouse at <https://www.dot.state.mn.us/aero/planning/zoning-warehouse.html>. The State of Minnesota makes no representations or warranties expressed or implied, with respect to the reuse of the data provided herewith regardless of its format or the means of its transmission. There is no guarantee or representation to the user as to the accuracy, currency, suitability, or reliability of this data for any purpose. The user accepts the data "as is." The State of Minnesota assumes no responsibility for loss or damage incurred as a result of any user's reliance on this data. All maps and other material provided herein are protected by copyright. Permission is granted to copy and use the materials herein.

Figure 17: City of Appleton Airport Zoning Map

Appendix II: Meeting Agendas

Swift County OHV Park Master plan

Steering committee meeting 01

June 1, 2020 1:30pm

via Zoom

<https://us02web.zoom.us/j/88315838264>

Meeting ID: 883 1583 8264

Attendance:

Gary Hendrix, Swift County Commissioner
Chris Domeier, DNR, private citizen
Richie Vorhees, private citizen – via phone
Shawn Swenson, private citizen
Mike Johnson, Swift County Parks and Drainage
Colin Wright, DNR Parks and Trails
Kelsey Baker, Swift County Administrator
Kristi Fernholz, UMRDC
Chad Kingstrom, UMRDC
Jillian Reiner, Hagstrom Engineering

1. Intro

- Favorite activity in the park

Richie – walking my dog, riding bike,
Colin – new area supervisor, 4th day on the job,
Gary H – walk the dog
Chad – planner at UMRDC, would enjoy walking
Jillian – project landscape architect, walk
Chris D – fish in the lake, walk, swimming, water is too high this year
Kelsey – 4 wheeler
Kristi - photography
Mike Johnson – ride the ATV and trails, maintenance

- GMRPTC, goals of this project
-

Presented information about GMRPTC and master plan requirements. Master plan is to qualify for funding but also to give a good vision for the park.

The park was 103 acres in 1996 which was used for picnics, swimming, shelters
Think about those old uses for the park and think about bringing them back. Quiet on weekdays which is a great time for local use, or encourage more regional use.

Goal is to obtain more property

- Mndot property

1. Timeline

Kristi reviewed the timeline. Attachment

There is other work going on the same time as the master plan. Mike Johnson is working on a Mn Grant and Aid contract 2 year grant is to complete the purchase from the Appleton Project-

If we get the reroute, will need to do some mapping. In the coming months.

Larson Gravel – next phase, depends on the funding resource

2. Public Participation Plan

Reviewed the Public Participation Plan and added ideas:

Public Participation Plan

- OHV Park users
- Also want the local public perspective and other ideas
- Regional audience – need to draw people in from the distance

Survey

- Online
 - o Facebook page
- Paper copies (drop box?) and/or poster with QR code distribution:
 - o ~~Swift Co Fair~~
 - o At park- QR code, bring up a link to do a survey
 - Riders group
 - OHV event list
 - o Hotel
 - o Campgrounds
 - o Liquor store
 - o Bars – Shooters and Paddle Bar
 - o Grocery store
 - o Gas Stations – where do they fill up?
 - o Newspapers press release/advertisement

Interviews

- People at the park
- Locals
- U of M students were hired to be at the park – look at data from 2-3 years ago

Steering committee meetings

Public review of plan

a. Review sample survey

We reviewed the survey. Kristi will make changes, work with Jillian and send a draft out soon. Goal will be to get the survey distributed over the next couple of weeks so we can start to get feedback over the summer months.

2. Existing conditions/opportunities review:

Existing conditions/ideas gathered to date:

Camping: People have expressed a desire for camping. Would not need to be on site. Could be 2-3 miles away. Primitive. Concerns about alcohol consumption.

Swimming/beach area: The “Appleton Lake” is one of the cleanest bodies of water around. Opportunity to create a safe beach area for use.

It is a protected body of water, but by mistake. Need to find out from DNR if we can do what we want to do.

Boat ramp/dock in this area?

Trails – funds available for restoration of trails. Will need to address maintenance and sustainability in the plan. Block areas of trails, identify where restoration/moving trails will occur.

Reroute will create less turns

Don't need more exposure, need more ground.

Bathrooms: Currently there are porta potties. Opportunity to have a bathroom with changing area.

Other ideas/needs

- Fat tire bike/mountain bike/BMX bike
- Wash for trucks?
- Water and sewer?
- Electricity?
- Camping can be primitive, 2-3 miles away (Shawn has some land 3 miles from the park, could be a campground? Lease?)
- Connect the two sides of the park with the road going through: Culvert underpass to connect the two sides of the park. (RR too)
- Safer trail into the city/campground (flashing light)
- Safety issues: Dirt bikes/broken legs
- Connect the park to town with a walking trail/biking trail. Tar trail and then around the pond.
 - Please are currently walking out to the park, using the west entrance.
- Consider more events – regional event

- Already doing one ATV event

Acquire more land:

- Larry Larson land – near the river
- MNDOT land – trail going through this land to get to town.

Usage - Is there a way to count the number of people, vehicles? DNR?

May also be able to utilize MnDOT counter

The park was 103 acres in 1996 which was used for picnics, swimming, shelters

Think about those old uses for the park.

Currently, hiking is done close to the water. Can bike on the trails but need a fat tire bike. Would be nice to have access to drop a canoe in.

Quiet on weekdays which is a great time for local use, or encourage more regional use.

Swift County OHV Park Master plan

Steering committee meeting 02

October 2020 10:0am

East Park Shelter

Attendance:

Gary Hendrix, Swift County Commissioner

Chris Domeier, DNR, private citizen

Richie Vorhees, private citizen – via phone

Shawn Swenson, private citizen

Mike Johnson, Swift County Parks and Drainage

Colin Wright, DNR Parks and Trails

Kristi Fernholz, UMRDC

Chad Kingstrom, UMRDC

Jillian Reiner, Hagstrom Engineering

1. Intro
 - a. Kristi briefly recapped the purpose of the master plan – GMRPTC funding
2. Public Participation Plan
 - a. Chad reviewed what was done for public outreach
 - i. Outreach gathered 262 online and 9 paper survey responses
 - ii. Members had a chance to review survey responses ahead of meeting
 - iii. Group felt that outreach was sufficient
3. Analysis and Inventory – handout
 - a. Kristi and Chad discussed highlights of major survey categories
 - i. Common themes – Park is a local asset. Primarily an OHV park
 - ii. Identify Demand – most of demand is for amenities (water, bathrooms, local camping) and OHV related park improvements (expansion, increased technical difficulty, maintenance)
 - iii. Reviewed what people wanted to see added based on where they were from
 - iv. Non-motorized activities are not major demand
4. Core Values:
 - a. Family Park – Generational: The park should serve multiple age groups so that entire families can enjoy the park
 - b. ATV: The park serves primarily ATV users, but motorized activities in general
 - c. Greenspace: The park serves an important function as a place for people to enjoy the outdoors. The parts of the park with trees, etc. are part of what makes the park special
 - d. Diverse User Groups: Many different activities within the park. Mainly motorized activities (ATV, 4x4, motocross, side-by-sides) but also local people walking, fishing, skiing, etc.

Maintenance: Keep the park in good shape so people continue to want to come

- a. Accessibility: Being able to access the park from Appleton is a critical issue. Connecting to the campgrounds is vital for supporting any park expansion.
2. Map Work: Details gathered from the mapping exercise will be shared by Jillian
- a. Major issues from the Analysis and Inventory document were added to the large map brought by Jillian
 - b. Identified possible areas for expansion and prioritized – parcels to the north were priorities 1 and 2 (Larsen?) with the MnDOT property along Hwy 59 as #3
 - c. South side of the road (4x4) needs to retain current focus
 - i. Grant dollars used designate specifically for motorized use
 - ii. Should the area be off limits for ATVs?
 - iii. Underpass for Hwy 59?
 - iv. What to do about flooding?
 - 1. Use it when possible
 - 2. People can walk, ski, bike when not used by 4x4s
 - 3. Best use of funds would be on new areas less prone to flooding, not mitigation for south side of Hwy 59
 - d. Identified main shelter area on west side of park
 - i. Bathrooms with changing area and drinking water
 - ii. Possible beach
 - iii. Playground
 - iv. Restricted parking – no trailers
 - e. Parking lot – current location is good
 - i. A lot more parking will be needed if the park expands
 - ii. MnDOT property could help expand parking
 - iii. Separate parking and possibly vehicle wash activities from trails
3. Other Issues:
- a. Hwy 59 crossing: (Chad will contact MnDOT to make specific request for improvements)
 - i. Warning signs on either side of the intersection
 - ii. NW of intersection critical for warning drivers – flashing sign?
 - iii. Paint on the road
 - b. Connections into town
 - i. Important to do a better job of showing people that they can get to park from town and campgrounds
 - ii. The main road into the park will have to be built up
 - iii. Landowner to west will likely not make road available for park access – easement?
 - c. Funding for the park
 - i. Registration fees
 - ii. Grants
 - iii. Does the park need other sources of consistent funding to support expansion?
 - d. Name of the park:
 - i. Should the park be a recreation or OHV park?

1. Having OHV in name is critical for finding the park on the internet
 2. The other “recreational” amenities are intended as a supplement for the OHV families and locals that use the park
 - b. The park should be an OHV park. Other activities may have to coexist in that context
 - c. Can the lake be altered? – protected status – DNR
 - d. Design new trails that discourage people from going off the trail – more turns, etc.
 - e. Camping should remain off-site
 - i. There should be enough camp sites currently available
 - ii. Need to do a better job of improving access and awareness of the campgrounds
2. Next meeting: December?

Swift County OHV Park Master plan

Steering committee meeting 03

December 18, 2020 10:00am

Zoom

Attendance:

Gary Hendrix, Swift County Commissioner
Chris Domeier, DNR, private citizen
Richie Vorhees, private citizen
Shawn Swenson, private citizen
Mike Johnson, Swift County Parks and Drainage
Colin Wright, DNR Parks and Trails
Kristi Fernholz, UMRDC
Chad Kingstrom, UMRDC
Jillian Reiner, Hagstrom Engineering
Kelsey Baker, Swift County Administrator

1. Intro
 - a. Brief introductions
2. Vision and Goal discussion
 - a. Chad asked group to review draft vision and goals
 - i. Simplifying Vision Statement to be as inclusive as possible – provide specifics in goals
 - ii. Find wording that captures multi-state draw of the park – don't limit to regional, but regional aspect is still important for [GMRPTC](#)
 - iii. Chad will continue to edit and send out to the committee
3. Improvements Map Review – Jillian Reiner, Hagstrom Engineering – Cost estimates included with final plan
 - a. Parking Area
 - i. Parking area: gravel vs asphalt vs geo grid
 1. Parking spaces: 55ft each
 2. ATV washes
 3. Water supply
 - ii. Make sure parking area still accommodates families grilling/eating. Many trailers – unloading on sides and backs of trailers – perhaps spaces need to be larger? 15ft?
 - iii. Low area of parking lot is often under water – move parking lot, if possible, to southern half of the lot area OR move parking lot to MnDOT area (\$7000/acre for 37 to 40 acres = \$250,000)
 - iv. Excavate mud run to enlarge and move fill south

- v. Trail head area (parking lot) is important element for master plan – how best to show parking lot on map?
 - vi. Getting the MnDOT property should be a high priority so parking area can be established on higher ground – best long-term solution
 - vii. Entrance road should not interact with mud run and the issue of ATVs crossing main road is a concern – perhaps mud run is moved? Ridge may provide good viewing of mud run if it is moved further east.
- b. Beach Area and Lake
- i. Two parking areas for cars (one smaller (11) and larger (?) closer to beach)
 - ii. Parking areas for ATVs outside pedestrian areas – guard rails. Trails lead out from beach area
 - iii. Restroom/changing building – perhaps changing pods as well – should stay well above low water mark
 - iv. Pedestrian paths connecting parking areas to beach
 - v. Water – wells would likely be cheaper and more feasible
 - vi. Significant earth works to establish better beach area – Chris will diagram and provide
 - vii. Are wetlands incidental? Can permitting be acquired to change the lake
- c. Boat launch on SW side of lake
- i. Serve canoes/kayaks – activity will likely increase if site accommodates it
 - ii. Parking that accommodates small trailers
- d. Walking path – designated from beach on south side of lake only extending only to old shelter.
- i. No designated walking path on north side. Walkers use at their own risk. Nothing official on the north side.
 - ii. Fishing pier should be closer to the beach
 - iii. Move ATV trail south on south side of beach – separate uses
- e. MnDOT Property
- i. Parking?
 - ii. Identify how much space
 - iii. Letter to City of Appleton indicating intentions
- f. OHM Track Shelter Area
- i. Perhaps vault toilet as future improvement
 - ii. No significant investments because this area may change significantly
 - iii. Possible youth/training track viewing area
 - iv. No parking close to here – put further east in new property (Larson pit)
- g. East Entrance
- i. (20) parking spaces – 55ft trailer stalls
 - ii. Vault toilet
 - iii. ATV wash
 - iv. Water supply
 - v. No underpass – railroad – too expensive – money better used elsewhere
- h. ORV (South Side)
- i. Nice for walking – protection from wind

- ii. No designated/groomed XC ski trails – people can use park for this but not enough use to justify time to groom/map
- iii. Trailer spaces
- iv. Vault toilet
- v. Water
- vi. Signage
- i. Expansion
 - i. Important part of the grant application
 - ii. MnDOT property on south side of Hwy 59 to make connection from town to ORV park
 - iii. Existing Swift County campgrounds on south side of Hwy 59
- j. Camping – Not in or directly adjacent to the park
 - i. Sustained resistance to camping near the park
 - ii. Partnering with existing campgrounds would be better
 - iii. Perhaps mention camping in the text of plan but do not put it on the map
- k. Main Entrance
 - i. Reduced speed on Hwy 59?
 - ii. HAWK signal
 - iii. Entrance monument – existing designs from Swift County
 - iv. New map indicating complete route to campgrounds through town to campground

4. Next Steps:

- a. Swift County Fairgrounds – Ask person in charge about campground
- b. Ask Mike more about the other grant funds and describe what they pay for – add to the plan
- c. Develop an acquisition plan – MnDOT property
- d. Contact Shawn to get his comments
- e. Check where water should come from – wells or water service?
- f. Permitting for new beach – Chris
- g. Make distinctions on the map for Phase I and Phase II, III, etc.
- h. Check on Swift County funding monuments
- i. January meeting – end of the month

Swift County OHV Park Master plan

Steering committee meeting 04

January 26, 2021

Zoom

Our agenda for tomorrow is to clarify the phasing plan and to address a few unsettled issues before Jillian finalizes the map for the master plan. We are going to try and keep this meeting to under an hour, so be ready to address the following topics:

1. Beach - Chris has been working on this
2. Parking lot - MnDOT property may be off the table for now. How does this impact the big parking lot?
3. Land Acquisition - Action is needed to solidify proposed expansion plans.
4. Phasing - What do you want Phase I and Phase II to contain? Can land be acquired outside the GMRPTC process?

Mike Johnson

Kelsey

Gary H

Shawn S

Chris D

Chad

Kristi

Jillian

Beach:

Should be able to change the basin, no one has thrown in a red flag, put it in the plan. Make more useable for fishing and swimming.

75% sure.

County review the EAW. EIS? Show that there has been conversations. 4 acres. Protected basin.

Hopefully not an EIS?

Could move through the process within a year.

Second phase?

Fisheries equip available to do some of it.

Keep it in there big.

Water's permit to start with. Apply for a water's permit first?

Since it is a gravel pit, they think it will get through.

Mention the permit process in the master plan. Show that you have started that process. Typically the master plan would have the EAW complete. We show that it is in the works.

Show a net increase in basin, more water. Finesse it... Protect some of it, erosion control, environmental gain without stealing from the OHV park.

Don't want to decrease the miles of trails. Get maintenance.

Want to keep the miles of trails, but make it better.

Land Acquisition

How to show improvements on land you don't currently own?

MnDOT – trying to work on it for 15 years. Highway department might have an option?

Haven't pursued it enough?

Buying it is expensive because it has gravel deposit underneath. 20 years is the federal depreciation time?

Don't show the parking lot in a MnDOT land, just have on a wish list.

Parcel to the north.

New spot for a main parking lot?

Make a good road for ambulance

Once in the park, cars need to be registered for OHV. Not main traffic.

City plot? Parking lot?

Have to worry about the airport, landing, crash zones.

Larson gravel area.

Larry 6 months ago

Appleton Project also has \$, could come in more quickly.

\$200,000 for the property?

Mining is done. Reclamation. Riley brothers.

30 acres,

Move forward

Remove the MnDOT parcel

Show the parcels in red to acquire, potential parking lot location

Softly say that the parking lot is Larson gravel

List all the things we could do.

OR take a time out and work on acquisition?

Would we know more in a few months?

Or do we move forward now?

2015 application – special feature park

Need to show all funding sources – potential areas. Talk to Mike, Gary and Kelsey about all the sources and fully understand.

Can change the master plan all the time.

Parking lot to phase 2.

Need to appraised to get a \$ amount to work with Larry.

If it is appraised at one amount? We'd put \$50,000 above, \$25,000 appleton project, \$25,000 from EDA

320 acres now

Kristi's thoughts:

Year 1:

Acquisition

Start beach process

Year 2:

Day use area – do funding request for this

Work on this over the next 3 year

Year 3:

Since lands will be acquired, work on parking lot, infrastructure.

Move the material – Chris

Beach fill – Jillian will get numbers

In kind – Chris D

6 week deadline

3 weeks meeting

Swift County OHV Park Master plan

Steering Committee Meeting 05

April 7, 2021 1:00 to 3pm

Appleton Council Chamber

1. Introduction
2. 15 minutes: Committee discussion regarding outstanding map questions before Jillian joins us.
3. 30 minutes: Present revised final draft of Master Plan maps and concepts – Jillian
 - a. Playground near beach area?
 - b. Review Airport Zone impacts on [plans](#)
4. 15 minutes: Finalize prioritization and phasing for the park – [Jillian](#)
5. 5 minutes: Create timeline and plan for requesting [funds](#)
6. 15 minutes: Discuss current and future programming, outreach, marketing, and [evaluation](#)
7. 15 minutes: Plan public open house to review final [draft](#)
 - a. How can the plan be shared with the public?
 - i. Map on large poster board at civic center?
 - ii. Small maps up around town? Region?
 - iii. Social media, etc.
8. 5 minutes: Timeline Review

In person:

Richie Vorhees
Mike Johnson
Kelsey Baker
Gary Hendrix
Chad Kingstrom
Kristi Fernholz

Virtual:

Jillian ~~Reigner~~
Chris D
Colin Wright

Next steps:

1. Mapping and CE changes - April

Cost estimate changes. \$500,000 - \$600,000 requests to GMRPTC. Outline construction timetable into 3 years.

Map changes: bump on parking lot.

Get changes approved via email.

Prepare for public [outreach](#)

2. Public outreach – 30 days for comments
 - a. County board meeting – May 4
 - b. Newspaper article
 - c. Website – to [share](#)
 - d. ??
3. Final meeting with committee to approve any changes – Around June 4th
4. Final master plan before June 30th. Submit to county/[GMRPTC](#)
 - a. Put into [portal](#)
 - b. Word document with all portal information
 - c. Executive summary

Things to note:

- Acquisition may make the west and east parking lots change. (leave it for now)
- EAW needs to happen to know how the beach area will be improved.
- Beach and bathrooms would be 1st thing to find funding for.
- Questioned paving the road. Comment was made about buying easement still to the [west](#) so it is up higher. (leave it for now)
- Was not sure how much match is needed and how much the county could put into match.

Appendix III: Public Outreach

PRESS RELEASE	August 21, 2020
FROM: Chad Kingstrom Planner	<u>FOR IMMEDIATE RELEASE</u>
<i>(Please contact chad@umvrdc.org if you would like an electronic version of this press release.)</i>	
<u>Swift County Master Planning for the Appleton Area OHV Park</u>	
<p>Swift County and the Upper Minnesota Regional Development Commission are working with stakeholders to create a Master Plan for the purpose of seeking funding from the Greater Minnesota Regional Parks and Trails Commission (GMRPTC). If awarded, this funding would be used to make improvements to the park.</p>	
<p>The process has included site visits, consulting with landscape architects, and input from representatives of Swift County, the Appleton Area OHV Park, DNR, and other local stakeholders. Public comments are being sought to help determine the future direction for the park.</p>	
<p>Surveys for public comment are available at:</p>	
<ul style="list-style-type: none">• Appleton Area OHV Park shelters• Online: https://www.surveymonkey.com/r/AppletonOHV• Swift County Minnesota Government Facebook	
<p>Public comments on the project are being taken until September 1st.</p>	
<p>Contact Chad Kingstrom at chad@umvrdc.org, and (320) 289-1981 x107 for more information.</p>	

Figure 18: OHV Survey Press Release

Give your input on the future of the Appleton Area OHV park!

Park advocates and local leaders are looking for input into expanding and improving the park. Fill out the survey to help direct the master plan for this park which will determine development of the park in the years to come.



You can take the survey online at:
www.surveymonkey.com/r/AppletonOHV



Figure 19: OHV Survey Outreach Poster

Appleton Area OHV Park User Survey

You can take the survey online at:
<https://www.surveymonkey.com/r/AppletonOHV>

1. ZIP Code: _____
2. Age (please check all that apply if you are filling out for group/family):
 - 0-15
 - 16-21
 - 21-35
 - 36-55
 - 55+
3. How many people in your party?

4. How many miles do you travel to get to the park?

5. How many times have you visited the park?
 - 0 – Never visited
 - 1 – This is my first visit
 - 2-10 – I’ve visited a few times
 - 10+ - I’m a regular visitor
6. How long is your typical stay?
 - Less than 1 hour
 - 1 – 2 hours
 - Full day
 - Multiple days
 - Other_____
7. How did you learn about the park?
 - Friend/family
 - County website
 - Facebook page
 - Other_____

Why do you visit the park? (check all that apply)

- ATV Class 1
 - ATV Class 2
 - 4x4 Off-Road Vehicle
 - Off Highway Motorcycle
 - Swim
 - Fish
 - Picnic shelter
 - Hiking/walking
 - Mountain bike (Off-road non-motorized bike)
 - Fat-tire bike
 - Snowmobile
 - Ice skate
 - Ice fishing
 - Other
- _____

8. What additional amenities/activities would you like to see at the park? (check all that apply)

- Public bathroom
 - Playground
 - Camping near the park
 - Hiking
 - Mountain bike trail
 - Winter fat-tire bike trails
 - Cross country ski trail
 - Kayaking/canoeing
 - Dock/boat ramp
 - Wash for ATV/Trucks
 - Trail connection to Appleton across the highway
 - No amenities should be added
 - Other
- _____

[turn over]

Optional:

Name: _____

Email: : _____

Figure 20: OHV Paper Survey Page 1

Appendix IV: Survey Results

Table 4: Age

ANSWER CHOICES	RESPONSES	
0-15	18.43%	47
16-21	8.63%	22
22-35	38.04%	97
36-54	52.55%	134
55+	17.25%	44
Total Respondents: 255		

Table 5: How long is your typical stay?

ANSWER CHOICES	RESPONSES	
Less than 1 hour	3.15%	8
1 - 2 hours	25.20%	64
Full day	58.66%	149
Multiple days	10.63%	27
Other (please specify)	9.45%	24
Total Respondents: 254		

Table 6: How did you learn about the park?

ANSWER CHOICES	RESPONSES	
Friend/family	51.17%	131
County website	10.16%	26
Facebook page	19.14%	49
Other (please specify)	35.16%	90
Total Respondents: 256		

Table 7: Why do you visit the park?

ANSWER CHOICES	RESPONSES	
ATV Class 1	43.14%	110
ATV Class 2	34.90%	89
4x4 Off-road Vehicle	52.94%	135
Off Highway Motorcycle	13.33%	34
Swim	3.53%	9
Fish	6.27%	16
Picnic Shelter	7.06%	18
Hiking/walking	7.06%	18
Mountain bike (Off-road non-motorized bike)	1.18%	3
Fat-tire bike	0.39%	1
Snowmobile	4.71%	12
Ice skating	0.39%	1
Ice fishing	2.75%	7
Other (please specify)	4.71%	12
Total Respondents: 255		


Table 8: How many times have you visited the park?

ANSWER CHOICES	RESPONSES	
0 - Never visited	8.24%	21
1 - This is my first visit	9.41%	24
2-10 - I've visited a few times	61.96%	158
10+ - I'm a regular visitor	20.78%	53
Total Respondents: 255		

Table 9: What additions would you like to see at the park?

ANSWER CHOICES	RESPONSES	
Public bathroom	62.75%	160
Playground	13.33%	34
Camping near the park	56.86%	145
Hiking	10.59%	27
Mountain bike trail	6.67%	17
Winter fat-tire bike trails	3.92%	10
Cross country ski trail	8.24%	21
Kayaking/canoeing	12.16%	31
Dock/boat ramp	6.67%	17
Wash for ATV/Trucks	50.59%	129
Trail connection to Appleton across the highway	47.84%	122
No amenities should be added	2.35%	6
Other (please specify)	13.33%	34
Total Respondents: 255		

Appendix V: Funding and Costs



**DEPARTMENT OF
NATURAL RESOURCES**

Off-highway Vehicle Request for Reimbursement

1. Trail Information

Local unit of government sponsor/club: [Click here to enter text.](#)

Trail or Trail system name: [Click here to enter text.](#)

Start date of work covered by this request: [Click here to enter text.](#)

End date of work covered by this request: [Click here to enter text.](#)

2. Trail Work (what, where and how) Short Description of work completed: [Click here to enter text.](#)

3. Expenditure Type Project Cost Breakdown

3A. ADMINISTRATION \$ [Click here to enter text.](#)

3B. ACQUISITION \$ [Click here to enter text.](#)

3C. CONSTRUCTION \$ [Click here to enter text.](#)

3D. FACILITIES \$ [Click here to enter text.](#)

3E. TRAIL SYSTEM MAP PRINTING \$ [Click here to enter text.](#)

Sum 3A – 3E [Use in 4A below]: \$ [Click here to enter text.](#)

Total reimbursement request at up to 65% of total cost sum 3A – 3E
[Use in 4B below] X 65% = \$ [Click here to enter text.](#)

3F. MAINTENANCE \$ [Click here to enter text.](#)

3G. GROOMING \$ [Click here to enter text.](#) (Only use if trail season is shared with groomed snowmobile use)

3H. LIABILITY INSURANCE (maximum state allowed \$1,500 per year) \$ [Click here to enter text.](#)

Sum 3F – 3H [Use in 4A below] \$ [Click here to enter text.](#)

Total grant request at up to 90% of total cost sum 3F – 3H [Use in 4B below]
X 90% = \$ [Click here to enter text.](#)

4. Reimbursement Request

4A. TOTAL for this request (Sum 3A – 3E) + (Sum 3F – 3H) \$ [Click here to enter text.](#)

4B. TOTAL GRANT REQUEST (Up to 65% of Total cost sum 3A – 3E) + (Up to 90% of Total cost sum 3F – 3H)
\$ [Click here to enter text.](#)

OHV Trails Assistance Program Request for Reimbursement (FORM 5) Revised Nov 2018 Page 1

Figure 22: DNR OHV Grant-in-Aid Application Page 1

5. Club Trail Administrator and Local Government Sponsor approval

Trail Administrator and Sponsor approval. I hereby certify that the materials and/or services shown on this document and/or attached invoices have been delivered, that this is my only original invoice and is correct and just and that no part of same has been paid

Authorized signature of Trail Administrator/Date:

Authorized signature of sponsor/Date:

MINNESOTA DEPARTMENT of NATURAL RESOURCE USE ONLY:

FY [Click here to enter text.](#) **Contract/Purchase Order Number** [Click here to enter text.](#)/[Click here to enter text.](#)

Grant amount: [Click here to enter text.](#)

Certification by Department of Natural Resources. This invoice approved for payment by:

Parks and Trails Area Supervisor. OK to Pay

Date of signature:

PO Number:

Check if Payment is Partial of Final for each FY: Partial FY Final FY

Amount [Click here to enter text.](#)

or see below

PO Line Amount / Receipt #

PO Line Amount / Receipt #

PO Line Amount / Receipt #

PO Line Amount / Receipt #

Vendor Number [Click here to enter text.](#)

Required Attachments. Check if applicable.

Any Bids Required?

Original Signatures on all copies?

Signed Work Logs?

Invoices Included for Purchases and Services Over \$100.00?

Other: [Click here to enter text.](#)

Figure 23: DNR OHV Grant-in-Aid Application Page 2

Appleton OHV Park Cost Estimate						
Phase	Map #	Item Description	Unit	Quantity	Unit Cost	Total
1	1	Land Acquisitions				
		Larson Gravel Co. # 01-0091-000 (36.5 acres)	LS	1	\$	-
		Larson Gravel Co. # 01-0091-000 (250 acres)(2 parcels)	LS	1	\$	-
		Total Cost Land Acquisitions			\$	-
1	2	Main Trailer Parking Lot				
		Double Vault Toilet	EA	1	\$ 35,000.00	\$ 35,000.00
		GEOPAVE Trailer Parking Lot	SY	13,130	\$ 30.00	\$ 393,900.00
		Vehicle Wash Station - 2 areas w/2 hoses at each area	LS	2	\$ 7,500.00	\$ 15,000.00
		Concrete pad at Wash Station areas	SY	90	\$ 35.00	\$ 3,150.00
		Water Spigots	EA	2	\$ 500.00	\$ 1,000.00
		Trail Entrance Signs (regulatory)	EA	4	\$ 400.00	\$ 1,600.00
		Monument Sign at Park Entrance	LS	1	\$ 5,000.00	\$ 5,000.00
		Landscaping (parking islands, perimeter canopy trees)	LS	1	\$ 10,000.00	\$ 10,000.00
		Drill Well for Spigots	EA	1	\$ 15,000.00	\$ 15,000.00
1	3	Day-Use Beach Park				
		Flush Restroom Building (500lf)	EA	1	\$ 65,000.00	\$ 65,000.00
		24" Asphalt Drive and parking area (light duty 9" section)	SY	23,080	\$ 18.00	\$ 415,080.00
		Pavement Stripping	LF	880	\$ 2.00	\$ 1,760.00
		Beach area (dredging and sand)	CY	6,190	\$ 40.00	\$ 247,600.00
		Boulder Walls	SF	200	\$ 20.00	\$ 4,000.00
		6" Class 5 Gravel Trails w/ stabilizer	SF	5400	\$ 3.00	\$ 16,200.00
		Outdoor Shower and Changing Screens	EA	1	\$ 5,000.00	\$ 5,000.00
		Guardrails	LF	500	\$ 10.00	\$ 5,000.00
		Septic system	EA	1	\$ 20,000.00	\$ 20,000.00
		Water Spigots	EA	2	\$ 500.00	\$ 1,000.00
		Trail Entrance Signs (regulatory)	EA	4	\$ 350.00	\$ 1,400.00
		Landscaping (parking islands, perimeter canopy trees)	LS	1	\$ 7,000.00	\$ 7,000.00
		Well to accommodate Restroom and Spigots	EA	1	\$ 15,000.00	\$ 15,000.00
1	4	Lakewiew Walking Trail				
		reshape existing for 8' class 5 dedicated walking trail	SF	1900	\$ 2.00	\$ 3,800.00
		regulatory signage (small on T-posts)	EA	4	\$ 150.00	\$ 600.00
1	5	Formalize Connection Trail to Camping Area				
		regulatory signage (small on T-posts)	EA	8	\$ 150.00	\$ 1,200.00
		pavement stripping and symbols	LF	3650	\$ 1.00	\$ 3,650.00
		Total Cost Phase 1			\$	1,417,940.00
2	1	South Parcel Trailhead				
		Single Vault Toilet	LS	1	\$ 25,000.00	\$ 25,000.00
		Class 5 Gravel Parking area with islands	SY	4,205	\$ 25.00	\$ 105,125.00
		Vehicle Wash Station -1 areas w/1 hose	LS	1	\$ 5,000.00	\$ 5,000.00
		Concrete pad at Wash Station	SY	40	\$ 35.00	\$ 1,400.00
		Entrance Sign	LS	1	\$ 2,500.00	\$ 2,500.00
		Water Spigots	EA	1	\$ 500.00	\$ 500.00
		Drill Well for Spigots	EA	1	\$ 15,000.00	\$ 15,000.00
2	2	East Side Trailhead				
		Re-grade, topdress, gravel parking area and entrance drive with islands	SY	4757	\$ 3.00	\$ 14,271.00
		Vehicle Wash Station -1 areas w/1 hose	LS	1	\$ 5,000.00	\$ 5,000.00
		Concrete pad at Wash Station	SY	40	\$ 35.00	\$ 1,400.00
		Trail Entrance Signs (regulatory)	EA	2	\$ 350.00	\$ 700.00
2	3	Spectator Viewing Areas				
		Re-grade, topdress, gravel area	SY	9000	\$ 3.00	\$ 27,000.00
		Benches (2 locations)	EA	10	\$ 1,000.00	\$ 10,000.00
		Shade Trees (2 locations)	EA	10	\$ 500.00	\$ 5,000.00
		Total Cost Phase 2			\$	217,896.00
		Construction Total			\$	1,635,836.00
		Design/Engineering Cost			\$	130,866.88
		20% Contingency			\$	327,167.20
		Total Project			\$	2,093,870.08

Notes and Assumptions:
1. Cost estimate does not include demolition and disposal of existing features.
2. Phase 1 is anticipated to proceed into construction within the next 1-5 years.
3. Phase 2 is anticipated to proceed into construction within the next 5-10 year.
4. GEOPAVE parking area will require 12" aggregate subbase to accommodate large vehicles and fire trucks. Cost included in SY Unit price of section.
5. Dredging beach area assumes all material can stay on site and will not be hauled off-site.
Assumes excavation min. of 2' over all areas.

Figure 24: OHV Park Phasing Plan

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