



Cynda Herrick, AICP, CFM  
VALLEY COUNTY  
IDAHO

Planning & Zoning Administrator  
Floodplain Coordinator

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219 North Main Street  
Cascade, Idaho 83611-1350

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FAX: 208.382.7119  
Email: cherrick@co.valley.id.us

## STAFF REPORT

Singletrack Sidewalk Trail  
2020-01 Heinrich Demonstration Trail

**HEARING DATE:** September 28, 2020 (2:00 p.m.)  
**TO:** Board of County Commissioners  
**STAFF:** Cynda Herrick, AICP, CFM  
**APPLICANT** Valley County Pathways  
P.O. Box 233  
McCall, ID 83638  
**LOCATION:** Heinrich Lane Right-of-Way  
Section 32, T.18N, R.3E,  
Valley County, Idaho.  
**SIZE:** 4,000-foot in length  
**REQUEST:** Singletrack Sidewalk  
**EXISTING LAND USE:** Public Road Right-of-Way

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### BACKGROUND:

Valley County Ordinance 20-04 regulates Singletrack Sidewalks (attached). This is the first application received for this ordinance.

Required information was received from the applicant and includes:

- Map of roadway section
- Construction plan
- Design guidelines
- Draft MOU – maintenance plan
- Liability insurance
- Engineering information
- Description of allowed uses

A 4,000-foot singletrack trail is proposed along the north side of Heinrich Lane in the right-of-way corridor. Heinrich Lane is a public road.

The trail would go from the southern trailhead of the North Valley Trail to the junction of Norwood Road and Heinrich Lane.

This will be a natural surface trail, 24-36 inches wide, with safety signage along the route.

Uses of the trail would include walking/hiking, trail-running, biking, horseback riding, ebikes with a maximum speed of 20 mph, and E-powered wheelchairs with a maximum width of 36 inches.

Valley County Pathways would be responsible for the costs of all maintenance and repairs associated with the trail. Regular trail maintenance would occur on 3-6-month intervals.

## **FINDINGS:**

1. The complete application and fee were received on August 18, 2020.
2. Legal notice was posted in the *Star News* on September 10, 2020. Potentially affected agencies were notified on August 24, 2020. The notice sheet was posted on bulletin boards at post offices and libraries in Cascade, Donnelly, McCall, and Yellow Pine. On August 21, 2020, the notice sheet was posted on the Valley County website under “Public Hearing Information”. Both ends of the proposed trail segment were posted on August 26, 2020.
3. Responses received:

Lynn Wood, 1019 Violet Way, McCall, is in support of the project.

Marisue Smith, St. Luke’s, McCall, is in full support. She lives in the vicinity and would use this trail.

Tom Reinhardt, Cascade Medical Center, Cascade, is in support. It carries the opportunity to improve the health and well-being of people in the community along with a safe place to recreate.

Michelle Regan, Donnelly, is in support. This is the beginning of a larger project to add trails that will connect to multiple communities. It is a safer place to commute.

Judy Secrist, 267 Moonridge Drive, supports the project which will benefit both residents and visitors.

## **STAFF COMMENTS:**

The Board of County Commissioners are required to hold a public hearing in order to consider impacts and possible design considerations as identified by adjoining property owners.

The Board of County Commissioners should determine if the Valley County Engineer needs to review and approve the plans ie stormwater management, grading etc.

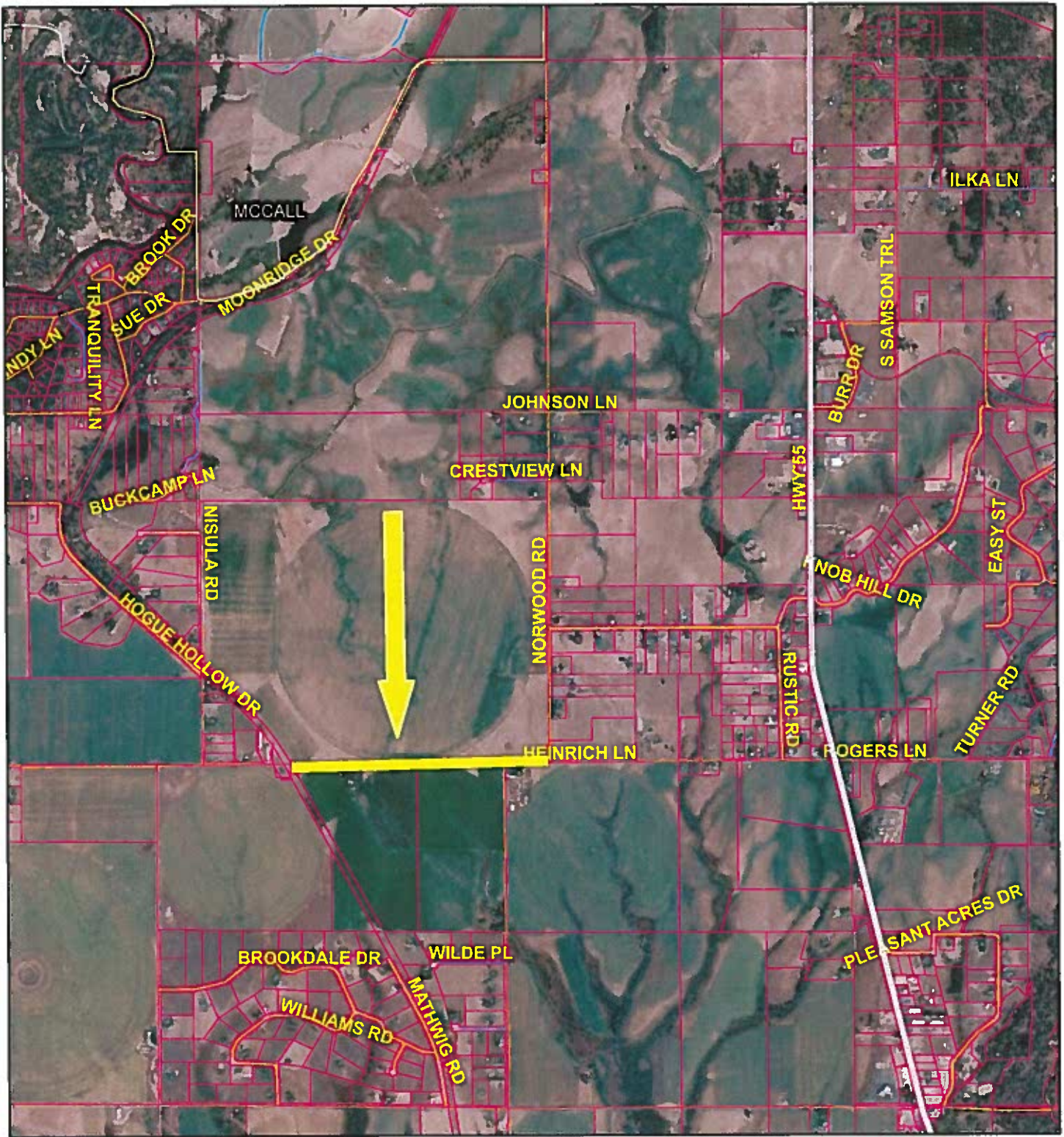
The Memorandum of Understanding is attached and should be considered. The reference to approval by the Valley County Planning and Zoning Commission should be removed. Do you want the prosecuting attorney to review? I would recommend a separate motion for the MOU.

**ATTACHMENTS:**

- Vicinity Map
- Picture taken August 26, 2020
- Application packet (including the MOU)
- Responses
- Correspondence with Valley County Pathways/Board Minutes
- Ordinance 20-04

**END OF STAFF REPORT**

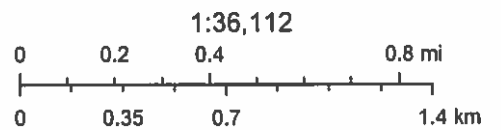
# Proposed Heinrich Lane Demonstration Trail



8/18/2020, 3:32:22 PM

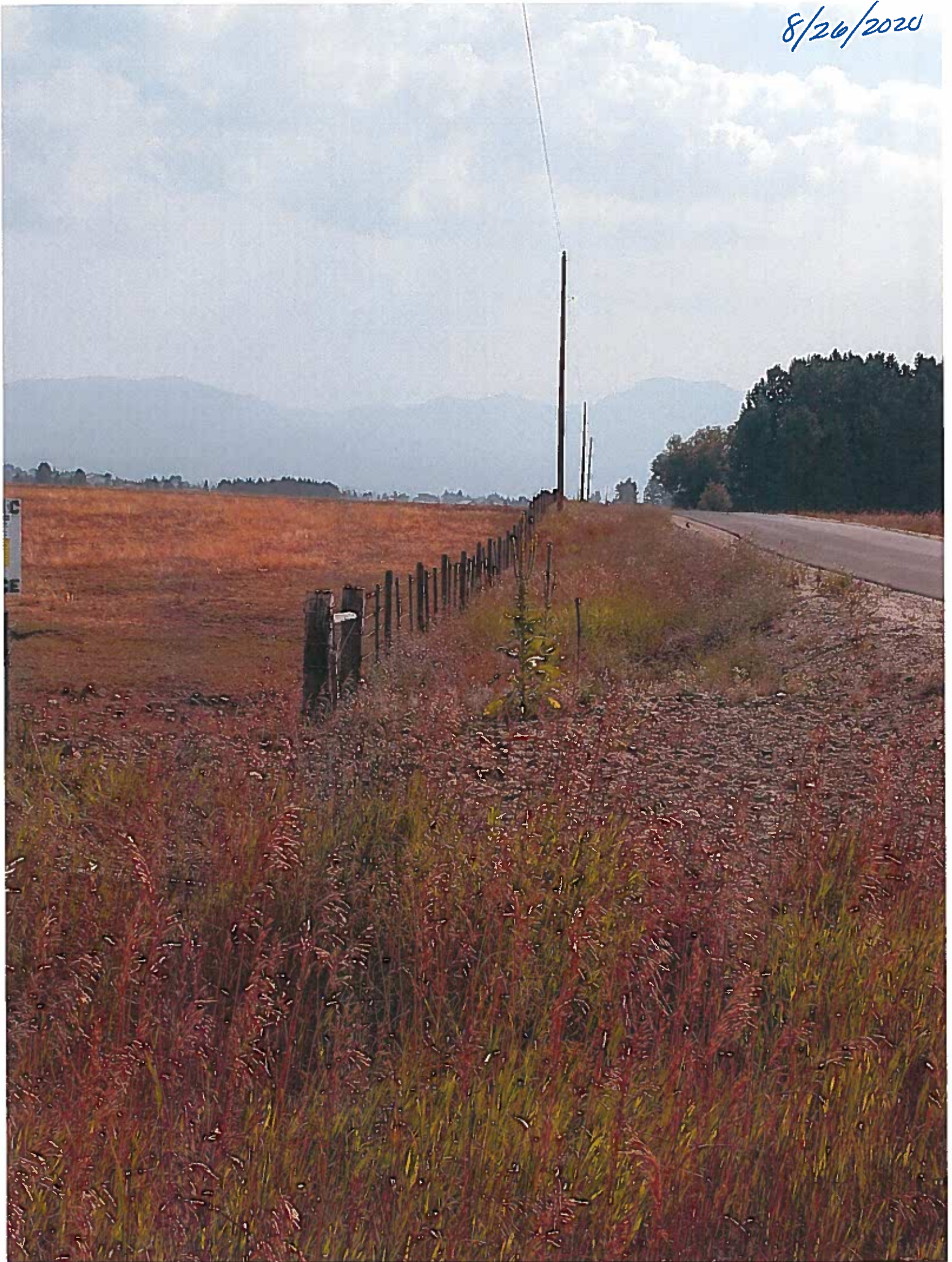
- Municipalities
  - Parcel Boundaries
  - All Road Labels
- |  |             |
|--|-------------|
|  | COLLECTOR   |
|  | URBAN/RURAL |
|  | PRIVATE     |
|  | OTHER       |

- Roads
- MAJOR



Source: Esri, Maxar, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

8/26/2020



From: Lynn Wood <lynnwood896@gmail.com>  
Sent: Monday, September 21, 2020 2:22 PM  
To: Cynda Herrick <cherrick@co.valley.id.us>  
Subject: Support of Valley County Pathway's demo trail

Dear Cindy, I am writing in support of Valley County Pathway's proposal to build a 4,000-foot demonstration trail along the north side of Heinrich Lane in the county right of way, from the southern trailhead of the North Valley Trail to the junction of Norwood Road and Heinrich Lane. I understand this will give trail users a chance to experience a singletrack sidewalk trail on foot or on a bike. Thanks very much, Lynn Wood. 1019 Violet Way, McCall ID. 83638

## 4000 ft demo trail

Marisue Smith <smitmari@slhs.org>

Tue 9/22/2020 9:14 AM

To: Cynda Herrick <cherrick@co.valley.id.us>

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Cindy – just wanted to write a note to let you know I am in full support of the purposed demo trail that valley county pathways is wanting to create. I am a part time resident on Norwood drive in Donnelly and would use and support this trail for both walking and biking. Thankyou for taking the time to consider my voice of support.

Kind Regards Marisue



Marisue Smith RD CDE  
Health Coach  
St. Luke's Health System

☎ 208-381-1868  
✉ [smitmari@slhs.org](mailto:smitmari@slhs.org)

Please consider the environment before printing this e-mail

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CASCADE MEDICAL CENTER

September 22, 2020

Valley County Planning & Zoning Commission  
Valley County, Idaho  
c/o Cynda Herrick and Lori Hunter

Sent via email: [cherrick@co.valley.id.us](mailto:cherrick@co.valley.id.us) and [Lhunter@co.valley.id.us](mailto:Lhunter@co.valley.id.us)

RE: LETTER OF SUPPORT for Single-track Sidewalk DEMO trail at Heinrich Lane

Dear Valley County Planning & Zoning Commissioners,

I am writing this letter in support of the *4,000' single-track sidewalk DEMO trail along the Heinrich Lane right of way corridor, from the southern trailhead of the North Valley Trail to the junction of Norwood Road and Heinrich Lane, as proposed by Valley County Pathways*. This is an ideal demonstration project for the public to experience the health and safety of single-track pathways for which the single-track pathway ordinance recently cleared the way. As envisioned in the ordinance, this project carries the opportunity to improve the health and well-being of people in our community.

In addition to the obvious health and well-being benefits of outdoor exercise, the other important public health benefit of this project is that it creates a safer environment for walkers and riders. As envisioned, this particular pathway will share the Heinrich Road right of way to better allow motorists, pedestrians, equestrians, and cyclists to coexist.

All of this promotes healthy and safe activity. Furthermore, it demonstrates the family-friendly nature of our amazing community which in the long run is attractive to parents, potential residents, and new businesses. I ask you to support the Single-track sidewalk proposal for Heinrich Lane.

Sincerely,



Tom Reinhardt, CEO  
Cascade Medical Center  
[treinhardt@cmchd.org](mailto:treinhardt@cmchd.org)

Cascade Medical Center  
(208) 382-4285  
402 Lake Cascade Pkwy  
PO Box 1330  
Cascade, ID 83611



## Supporting 4,000 ft demonstration trail

Michelle Reagan <soleilseattle@gmail.com>

Mon 9/21/2020 7:31 PM

To: Cynda Herrick <cherrick@co.valley.id.us>

Cc: sstuebner@cableone.net <sstuebner@cableone.net>

**CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.**

Hi Cindy,

I am writing in support of the Valley County Pathways project to build a 4,000 ft demonstration trail along the North side of Heinrich Lane. This is the beginning of a larger project to add trails that would connect multiple communities in the McCall/Donnelly area. Trails like this make it safer to commute by bicycle, provide for opportunities to get exercise and just generally make for better, more healthy communities. People like communities with trails access and it increases property values.

I am a huge supporter of this project.

Thank you for your consideration.

Sincerely,

Michelle & Scott Reagan  
Residents of Donnelly



P.O. Box 233  
McCall, ID 83638

July 14, 2020

To: Jeff McFadden, Valley County Road Department  
From: Steve Stuebner, Valley County Pathways

Re: Proposal to build singletrack sidewalk demonstration trail along Heinrich Lane

Dear Jeff,

Valley County Pathways would like to build a 4,000-foot demonstration trail along the north side of Heinrich Lane in the county right of way corridor, from the southern trailhead of the North Valley Trail to the junction of Norwood Road and Heinrich Lane.

Under the guidelines laid out in the Valley County Singletrack Sidewalks ordinance, we are submitting a written proposal for the demonstration trail, several maps, and a construction plan.

**Purpose and Need:** The purpose of the Heinrich demonstration trail would be to create a singletrack sidewalk demonstration trail at the southern end of the existing North Valley Trail to give trail users a chance to experience a singletrack sidewalk trail on foot or on a bike.

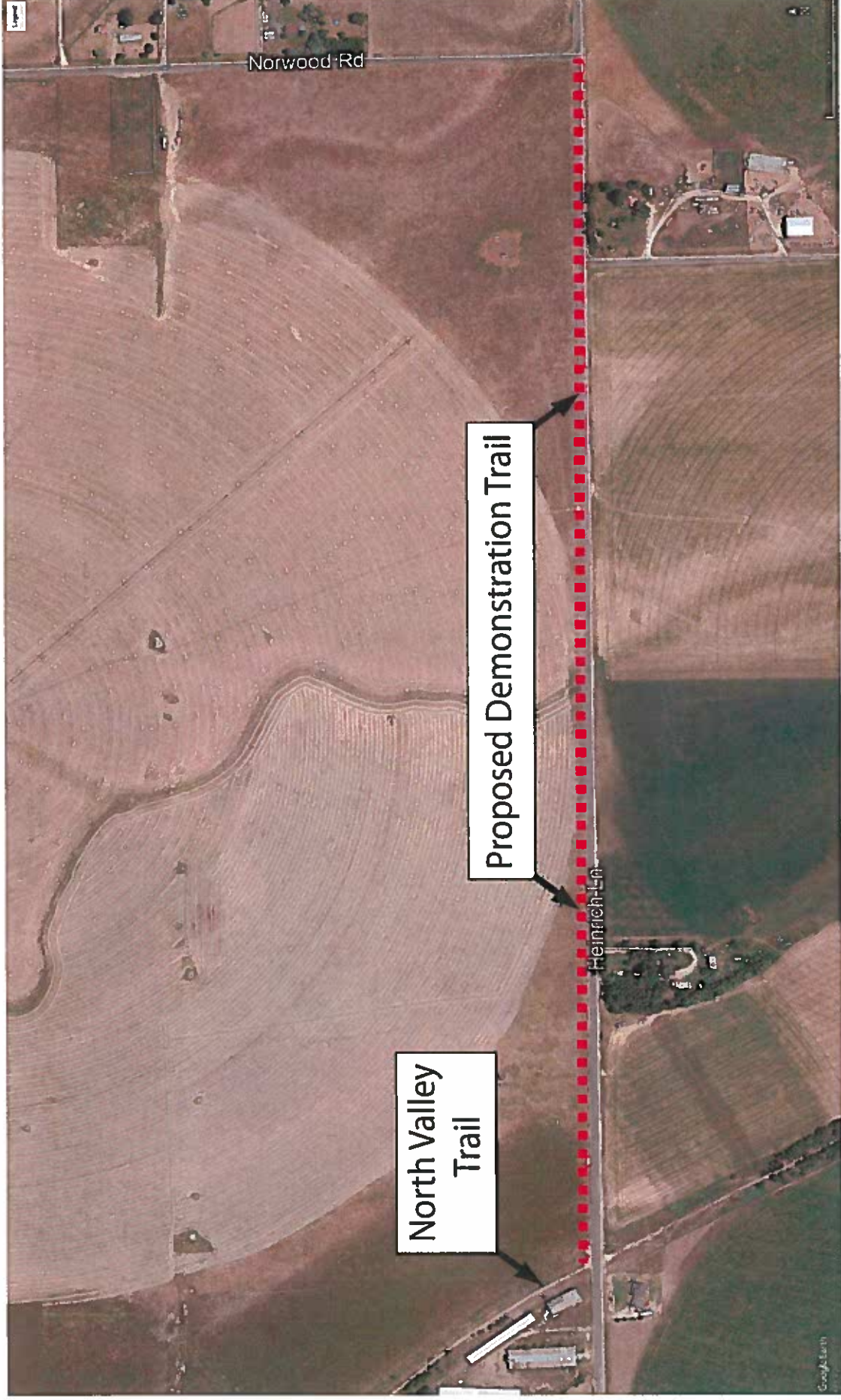
At a bigger-picture level, Valley County Pathways envisions building about 70 miles of singletrack sidewalks throughout Long Valley to connect our communities, from Cascade to McCall, with a link to New Meadows so trail users could connect to the Weiser River Trail. The trails would have recreation, health and fitness, transportation (commuting) and economic benefits to the community.

The ordinance calls for a construction plan. "The construction plan shall describe the timeline, construction materials, width of singletrack sidewalk, signage, and engineering if needed so as not to create a hindrance to their operability of the roadway drainage, traffic safety, or other concerns. The plan should include a sample cross section for reference (see Drawing 5-8, as follows)."

For the Heinrich demonstration trail, we envision the following in terms of a construction plan:

- 2-week construction timeline (trail machine rough-cut followed by finish work with volunteers)
- Natural surface trail
- Trail width: 24-36 inches
- Safety signage to be provided along the route
- No engineering needed
- No major drainage issues

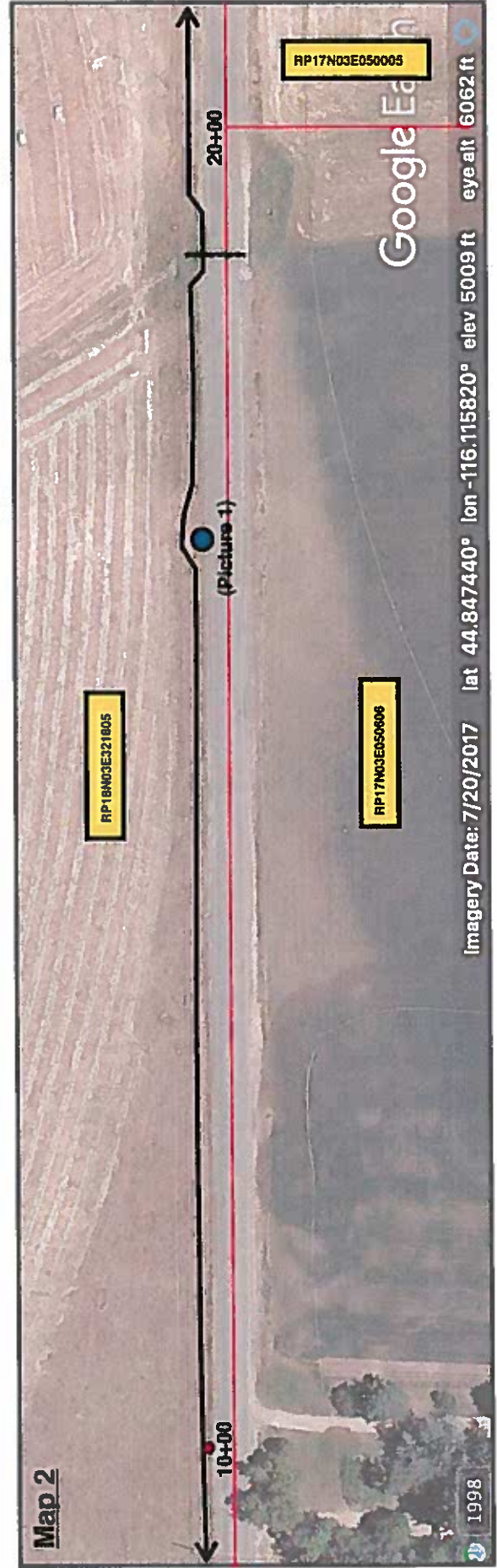
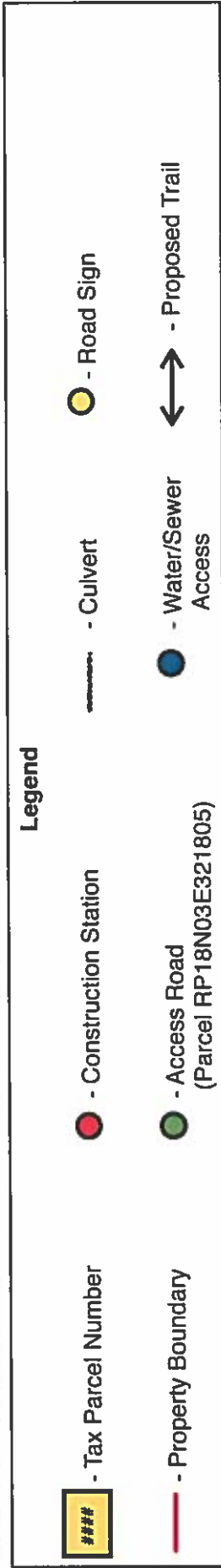
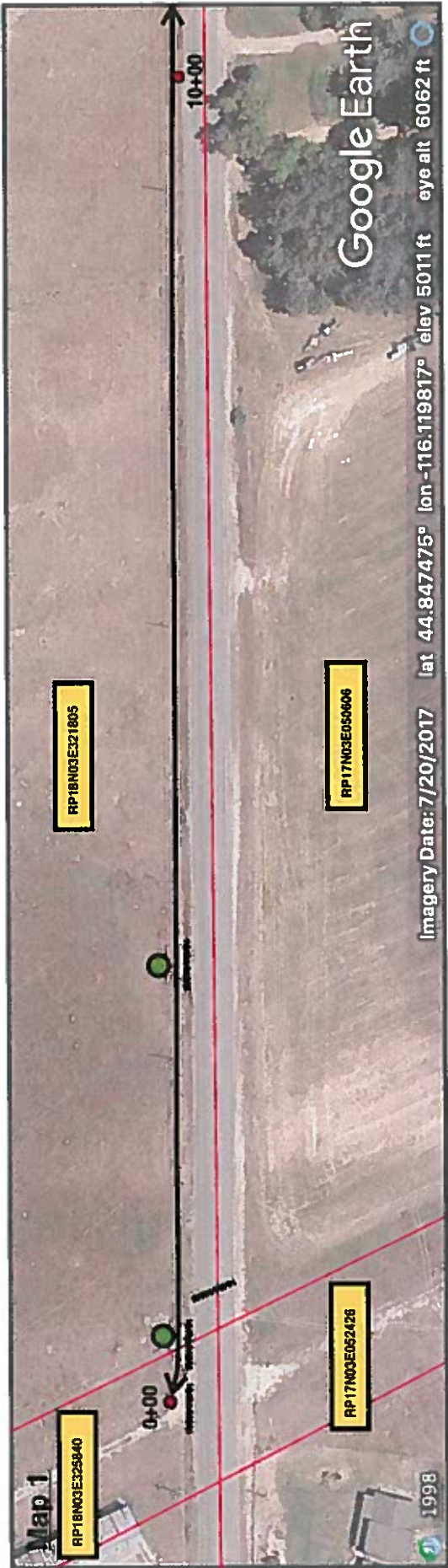
# Heinrich Lane Singletrack Sidewalk Demonstration I rail Project Map

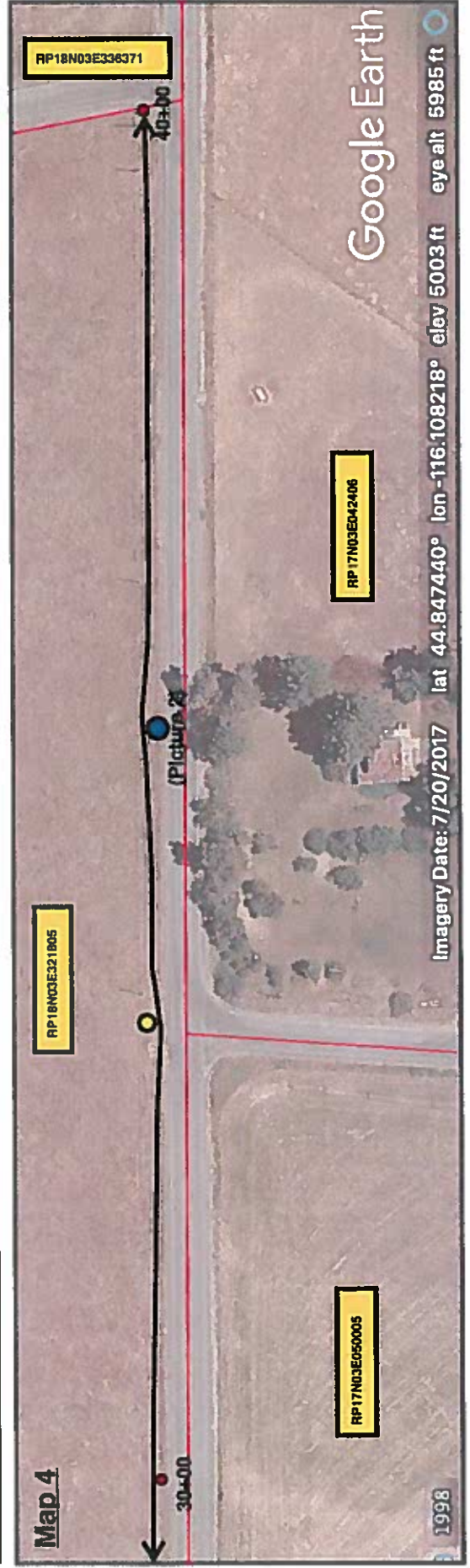
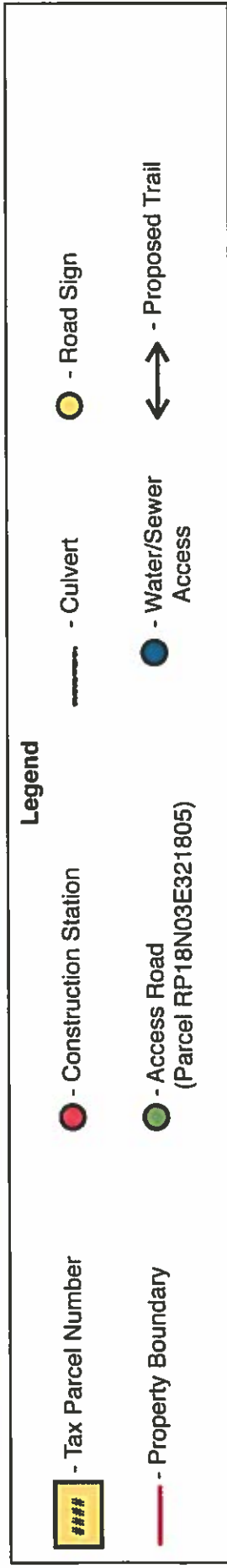
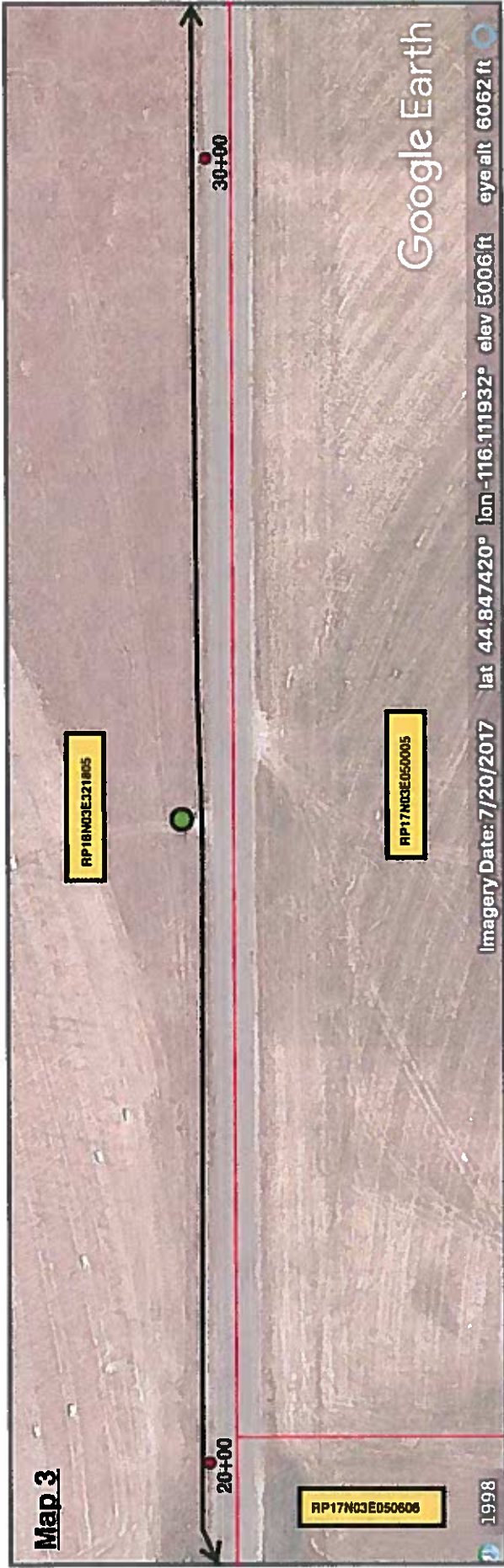


Trail distance: Approximately 4,000 linear feet

Surface: Dirt/natural surface

Width: 24-36 inches





Trail Start: N 44° 50.827', W 116° 07.301' Trail End: N 44° 50.822', W 116° 06.383'

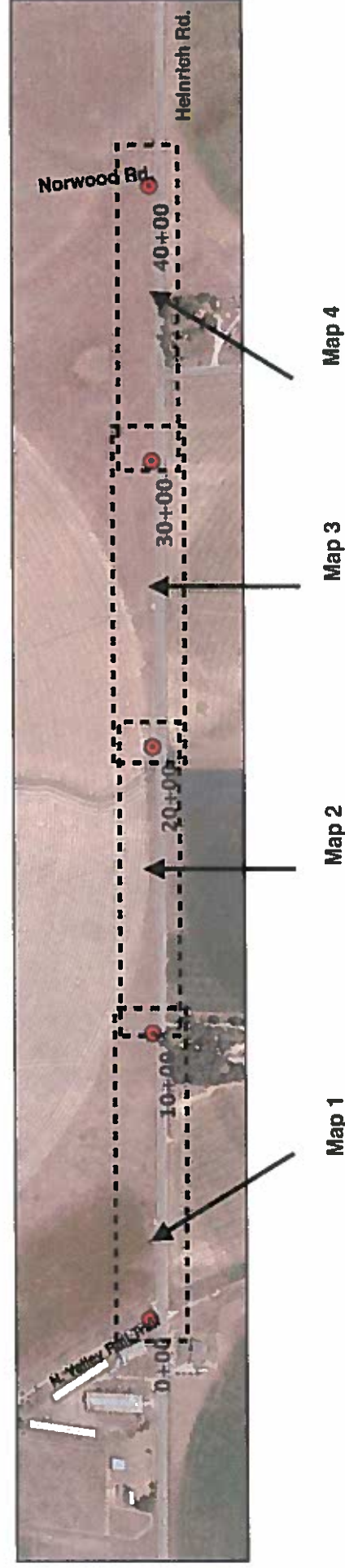
Picture 1: Water Main Access



Picture 2: Sewer Main Access



Area of Detail



We looked at the trail alignment with Mr. McFadden in May 2020. We have staked a preliminary route. It appears that the best location for the trail would be adjacent to the fence-line where there is an existing, favorable grade. This alignment would cause zero impact to the county road embankment, and it would avoid locating the trail in the bottom of the drainage ditch.

VCP officials have spoken with the property owner adjacent to the proposed trail, Simplot Land and Livestock. They have several primitive road access points to their farm field adjacent to Heinrich in the area where the trail is proposed. They are OK with our trail proposal location as long as we do not affect their two-track road access points to the field. Our plan would be to build the trail at grade in those locations so as not to impact the access roads.

See project maps for more detail.

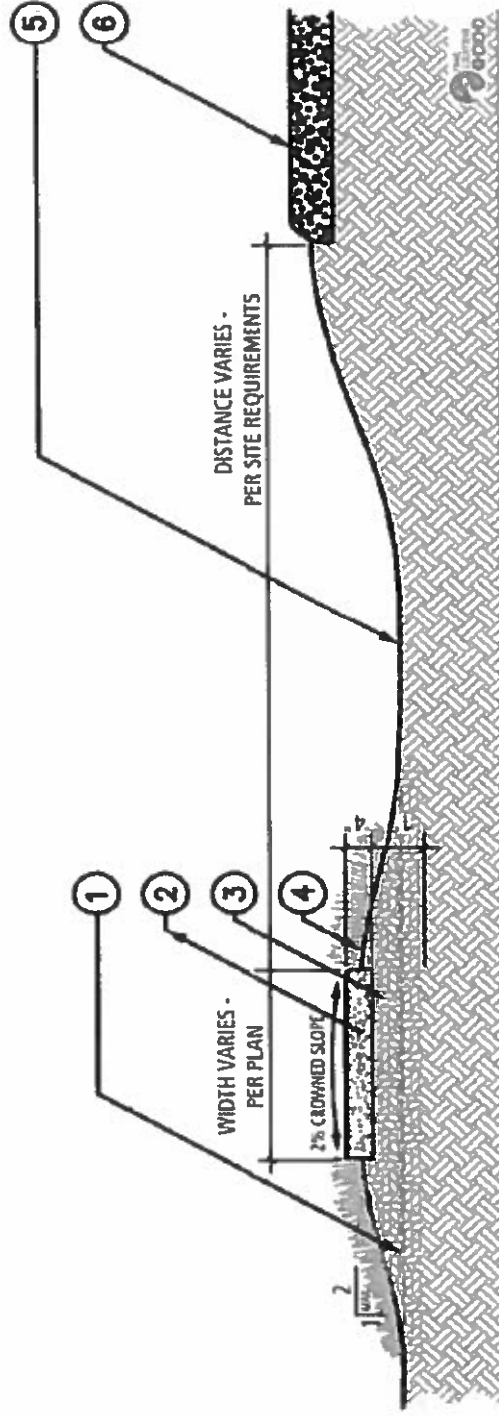
Thank you.

Sincerely,

A handwritten signature in cursive script, appearing to read "Steve Stuebner".

Steve Stuebner, Vice President  
Valley County Pathways  
[www.valleycountypathways.org](http://www.valleycountypathways.org)

# Singletrack Sidewalks Feasibility Study: Valley County, Idaho



- ① EXISTING GRADE
- ② TRAIL SURFACING MATERIAL PER SITE REQUIREMENTS
- ③ COMPACTED BALLAST STONE & CLEAN NATIVE FILL
- ④ REVEGETATE ALL DISTURBED AREAS
- ⑤ LOWEST GRADE
- ⑥ ROAD SURFACE

## **B** TRAIL SECTION - SINGLETRACK SIDEWALK, ELEVATED

ESTIMATED UNIT COST RANGE - \$8.00 to \$16.00 Per Linear Foot



## **Heinrich Demonstration Trail**

### **What trail uses would be allowed?**

Valley County Pathways Board of Directors has discussed the proposed trail uses that would be appropriate for the trail, and we were unanimous in our thoughts. We would propose the following for trail uses:

1. Walking/hiking
2. Trail-running
3. Biking
4. Horseback riding
5. Class 1 eBikes (pedal-assist, with no throttle, have a maximum assisted speed of 20 mph) and Class 2 eBikes (pedal-assist, have a maximum speed of 20 mph, and are throttle-assisted) for people with disabilities.
6. E-powered wheelchairs with a width of 36 inches or less.

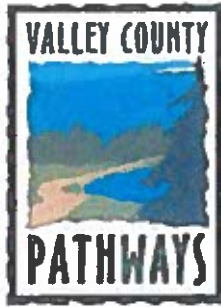
The primary purpose of our singletrack sidewalks is to connect our communities for a broad community of trail users. This is why we are recommending the trail uses stated above. This is a demonstration trail, so it will be interesting to see how the various uses impact the trail.

We are concerned about the impact that horses could have on the trail. It could increase our maintenance costs, and it could require more surfacing materials or hardening. But we expect horseback use to be light. We currently allow horseback use on the North Valley Trail, and the use is light. Depending on how the uses co-exist on the trail and what kinds of impacts they cause, we may need to revisit what uses are allowed on singletrack sidewalks in future projects.

### **Trail Signage**

We propose to post trail signs at both ends of the trail to specify:

- What uses are allowed on the trail.
- Stay off Muddy Trails signage to prevent damage to the trail when it's rainy or wet.
- Valley County COVID-19 guidelines to protect trail user's health and safety.
- Share the Trail safety signage for explaining what to do if you encounter other people on the trail, i.e., slow down to walking speed, step off the trail to yield to other users while practicing safe, social distancing, talk to horseback riders when they approach so the horses know you're human, etc.



P.O. Box 233  
McCall, ID 83638

To: Jeff McFadden, Valley County Road Department  
From: Steve Stuebner, Valley County Pathways

Re: Proposal to build singletrack sidewalk demonstration trail along Heinrich Lane

Dear Jeff,

This letter is to certify that Valley County Pathways will be responsible for building and maintaining the proposed 4,000-foot singletrack sidewalk demonstration trail along Heinrich Lane from the southern trailhead of the North Valley Trail to the junction of Norwood Road and Heinrich Lane.

Therefore, Valley County Pathways will be liable for any repairs to the trail. In addition, under our construction plan, there will be no impacts to the county right of way or the shoulder on Heinrich Lane. The trail will be built along the fenceline, on the opposite side of the drainage swale, to avoid any impacts to the county road or the shoulder.

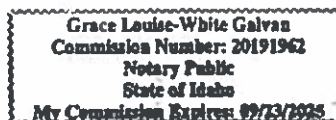
Valley County government will not be liable for repairs to the Heinrich demonstration trail.

Thank you.

Sincerely,

Steve Stuebner, Vice President  
Valley County Pathways  
[www.valleycountypathways.org](http://www.valleycountypathways.org)

Acknowledged before me on 10 August 2020  
by Steven Stuebner.



## **Heinrich Demonstration Trail**

### **Need for engineering?**

Valley County Pathways has gone over the alignment of the proposed Heinrich demonstration trail with Valley County Road Superintendent Jeff McFadden. We proposed to build the singletrack sidewalk at the existing grade, and do not expect to encounter any issues that would require additional engineering.

We also have gone over the proposed trail alignment with Alex Ray, owner of Payette Environmental, a professional trail-construction company. Mr. Ray believes the trail can be built without any additional engineering or design. There are minimal drainage or complicating issues along the route as detailed on pages 4-6.

We have provided a cutaway design on page 6 of this application. This design came from a Feasibility Study performed on Valley County Pathway's trail master plan by the International Mountain Biking Association.

## **Heinrich Demonstration Trail**

### **Maintenance Plan**

**Maintenance.** Valley County Pathways shall be responsible for, and hold Valley County harmless from, the costs of all maintenance and repairs associated with the Heinrich Demonstration Trail on an ongoing basis hence forward.

Regular trail maintenance will occur on a 3- to 6-month return interval, with major damage being addressed within 48 hours of notice. Major damage will include any and all conditions which render the trail bed and established trail corridor unsafe and/or unfit for normal use. Temporary signage will be installed during periods of regular maintenance activities, and trails will be closed during periods of emergency maintenance activities.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

08/05/2020

**THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.**

**IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).**

<b>PRODUCER</b> HD Insurance 175 E. 50th Street  Boise ID 83714	<b>CONTACT NAME:</b> Heidi Reeder <b>PHONE (A/C, No, Ext):</b> (208) 344-6565 <b>FAX (A/C, No):</b> (208) 344-7398 <b>E-MAIL ADDRESS:</b> hreeder@hdinsure.net  <table style="width: 100%;"> <tr> <th style="text-align: center; border-bottom: 1px solid black;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: center; border-bottom: 1px solid black;">NAIC #</th> </tr> <tr> <td style="border-bottom: 1px solid black;"><b>INSURER A:</b> Alliance of Nonprofits for Insurance Risk Retention Group</td> <td style="border-bottom: 1px solid black; text-align: center;">10023</td> </tr> <tr> <td style="border-bottom: 1px solid black;"><b>INSURER B:</b></td> <td style="border-bottom: 1px solid black;"></td> </tr> <tr> <td style="border-bottom: 1px solid black;"><b>INSURER C:</b></td> <td style="border-bottom: 1px solid black;"></td> </tr> <tr> <td style="border-bottom: 1px solid black;"><b>INSURER D:</b></td> <td style="border-bottom: 1px solid black;"></td> </tr> <tr> <td style="border-bottom: 1px solid black;"><b>INSURER E:</b></td> <td style="border-bottom: 1px solid black;"></td> </tr> <tr> <td style="border-bottom: 1px solid black;"><b>INSURER F:</b></td> <td style="border-bottom: 1px solid black;"></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	<b>INSURER A:</b> Alliance of Nonprofits for Insurance Risk Retention Group	10023	<b>INSURER B:</b>		<b>INSURER C:</b>		<b>INSURER D:</b>		<b>INSURER E:</b>		<b>INSURER F:</b>	
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<b>INSURED</b>  Valley County Pathways Inc PO Box 223  McCall ID 83638															

**COVERAGES**                                  **CERTIFICATE NUMBER:** 20-21 GL                                  **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS																
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	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">PER STATUTE</td> <td style="width: 50%;">OTH-ER</td> <td style="width: 10%;"></td> <td style="width: 35%;"></td> </tr> <tr><td>E.L. EACH ACCIDENT</td><td></td><td></td><td style="text-align: right;">\$</td></tr> <tr><td>E.L. DISEASE - EA EMPLOYEE</td><td></td><td></td><td style="text-align: right;">\$</td></tr> <tr><td>E.L. DISEASE - POLICY LIMIT</td><td></td><td></td><td style="text-align: right;">\$</td></tr> </table>	PER STATUTE	OTH-ER			E.L. EACH ACCIDENT			\$	E.L. DISEASE - EA EMPLOYEE			\$	E.L. DISEASE - POLICY LIMIT			\$
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**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES** (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

<b>CERTIFICATE HOLDER</b>  Valley County PO Box 1350  Cascade ID 83611	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  <b>AUTHORIZED REPRESENTATIVE</b>  
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**Memorandum of Understanding  
Between Valley County Pathways (VCP) and Valley County Government  
Re: Heinrich Demonstration Trail**

Whereas: Outdoor recreation provides known health and fitness benefits to individuals and improves community health.

Whereas: The Valley County Pathways Master Plan seeks to connect the communities in Long Valley and New Meadows through a series of non-motorized pedestrian pathways. Connecting our communities with recreational assets enhances camaraderie between and among the residents of Valley County.

Whereas: The Valley County Pathways Concept Master Plan, International Mountain Biking Association Singletrack Sidewalks Feasibility Study and West Central Mountains Economic Development Council's community survey work on pathways all support buildout of 70 miles of singletrack sidewalks valley-wide.

Whereas: Connecting the communities out to peripheral recreational and tourism amenities may open up additional trail connection opportunities throughout Southwest Idaho and Central Idaho.

Whereas: Pathway assets enhance economic opportunities for local businesses like sporting goods stores, as well as hotels, restaurants and other critical retailers through added revenue from tourism and local resident spending.

Whereas: Taking pedestrian traffic off of public roads enhances safety for school children and all others in the community.

Whereas: Valley County government supports the development of singletrack sidewalks in county rights of way corridors along county roads via an approved ordinance guiding the development of singletrack sidewalks to help Valley County Pathways realize the vision of its master plan.

Whereas: Valley County Pathways seeks to develop a singletrack sidewalk demonstration trail along Heinrich Lane to test the singletrack sidewalk concept.

Whereas: Heinrich Lane has adequate space in the county right of way for developing a singletrack sidewalk trail.

Whereas: Strong community support exists for enhanced pathways in the greater McCall region, and the proposed Heinrich demonstration trail was identified as a high priority by local citizens and residents.

**NOW THEREFORE BE IT RESOLVED BY VALLEY COUNTY GOVERNMENT AND VALLEY COUNTY PATHWAYS BOARD OF DIRECTORS:**

1. Valley County Pathways proposes to build a 4,000-foot singletrack sidewalk trail, with a width of 24-36 inches, on the north side of Heinrich Lane inside the county right of way corridor.
2. In its application package, Valley County Pathways provides a construction plan and a maintenance plan for the singletrack sidewalk demonstration trail.
3. Roles and Responsibilities: Valley County Pathways will pay a professional trail construction contractor to build the singletrack sidewalk demonstration trail. The trail project will comply with all local and state laws.
  - a. Maintenance: Valley County Pathways shall be responsible for, and hold Valley County harmless from, the costs of all maintenance and repairs associated with the Heinrich demonstration trail on an ongoing basis hence forward.
  - b. Maintenance interval: Regular trail maintenance will occur on a 3- to 6-month return interval, as needed, with major damage issues being addressed within 48 hours of notice.
  - c. Partnerships: There are no partnerships involved in maintaining the Heinrich demonstration trail.
  - d. Seasonal use: The Heinrich demonstration trail will be open for public use during the spring-summer-fall months when the trail has dried out in the spring and is ready for a summer use.
  - e. Signage: Temporary signage will be installed during periods of regular maintenance activities, and trails will be closed during periods of emergency maintenance activities.
    - i. Signage proposed for the trail includes: What uses are allowed on the trail; Stay off Muddy Trails signage to prevent damage to the trail when it's rainy or wet; Valley County COVID-19 guidelines to protect trail user's health and safety; Share the Trail safety signage explaining what to do if people encounter other trail users on the trail, trail etiquette and trail ethics.
    - ii. All signage costs will be covered by Valley County Pathways.
4. Valley County government agrees to allow for the construction of the Heinrich demonstration trail inside the county right of way corridor, provided sufficient approvals are acquired from Valley County Planning and Zoning Commission and Valley County Commissioners.
5. Valley County Pathways agrees to provide and maintain liability insurance for the Heinrich demonstration trail.

**SIGNATURES:**

Valley County \_\_\_\_\_

Valley County Pathways \_\_\_\_\_

Hey Jeff - Ha no problem!

For the Heinrich project, there's isn't an MOU ... I think maybe you're thinking of the Donnelly Flyway? Brett is working on getting that signed by the City of Donnelly.

The best cross-section drawing we have for the Heinrich demo trail is attached.

Please let me know if you need anything else!

Best, Steve  
208-484-0295

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**From:** Jeff Mcfadden <jmcfadden@co.valley.id.us>  
**Sent:** Monday, August 3, 2020 2:57 PM  
**To:** sstuebner@cableone.net  
**Subject:** Re: application complete?

Steve, Cynda told me last week that the MOU was not complete and I told her I would take care of the needed information needed from you. Unfortunately, I think my brain got roasted this weekend in the heat and I can't remember all she told me. I have an email in to her to right now to see if I forgot anything. One of the things she did mention was the cross section drawings of what these trails will look like.

---

**From:** [sstuebner@cableone.net](mailto:ssstuebner@cableone.net) <[sstuebner@cableone.net](mailto:ssstuebner@cableone.net)>  
**Sent:** Monday, August 3, 2020 9:59 AM  
**To:** Jeff Mcfadden <[jmcfadden@co.valley.id.us](mailto:jmcfadden@co.valley.id.us)>  
**Subject:** application complete?

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hey Jeff,

I wanted to check with you on the application I sent on the Heinrich demo trail ... does everything look complete? Can we schedule a hearing with P&Z?

Thanks! Best, Steve

Steve Stuebner PR & Marketing  
My cell: 208-484-0295  
stevestuebner.com



**Re: application complete?**

Cynda Herrick &lt;cherrick@co.valley.id.us&gt;

Tue 8/4/2020 7:57 AM

To: Jeff Mcfadden &lt;jmcfadden@co.valley.id.us&gt;

If I were reviewing the application...

1. A map has been provided.
2. Construction Plan describes requirements.
3. Maintenance Plan - I do not see a Maintenance Plan or a proposed MOU as required.
4. Liability Insurance Certificate is required.
5. Certification that there will be no financial impact to tax payers...
6. Do you think engineering is required?
7. Use designations ie e-bikes, wheelchairs, etc.
8. Need to set a fee...what would be an adequate fee?

Cynda Herrick, AICP, CFM

Valley County

Planning and Zoning Administrator

Floodplain Coordinator

PO Box 1350

Cascade, ID 83611

(208)382-7115

"Live simply, love generously, care deeply, speak kindly, and leave the rest...."

S Service

T Transparent

A Accountable

R Responsive

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**From:** Jeff Mcfadden <jmcfadden@co.valley.id.us>**Sent:** Tuesday, August 4, 2020 6:42 AM**To:** Cynda Herrick <cherrick@co.valley.id.us>**Subject:** Fw: application complete?

Was there anything else I needed from him? My brain fried this weekend and I can't remember what else you told me I needed from him. Maybe I should have let you do this but you have enough to do.

---

**From:** sstuebner@cableone.net <sstuebner@cableone.net>**Sent:** Monday, August 3, 2020 3:04 PM**To:** Jeff Mcfadden <jmcfadden@co.valley.id.us>**Subject:** RE: application complete?

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Road Superintendent, Jeff McFadden presented the funds transfer agreement documents for the Warm Lake Highway Pavement Rehab & Chip Seal and Warren Wagon Road. Commissioner Maupin made a motion to expend \$8,791 for the match of Warren Wagon Road. Commissioner Bingaman seconded the motion. No further discussion, all in favor. Motion passed to expend \$8,791 for the match of Warren Wagon road.

Commissioner Bingaman made a motion to approve the Funds Transfer Agreement for the Warm Lake Highway Pavement Project. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the Funds Transfer Agreement for the Warm Lake Highway Pavement Project.

Jeff presented on the Warren Wagon Road project and the possibility of the project being completed sooner than expected. The commissioners asked about the second entrance to the Francie Wallace Parking Lot. Jeff discussed the second entrance that was created. Jeff presented on Crown Point Parkway Road and presented that the homeowners wanted to pay to build a road for year-round access. Planning & Zoning Administrator, Cynda Herrick advised that she would need to review. Jeff also indicated that the commissioners would need to determine if the road was built would Valley County accept it on the existing road maps. Jeff presented on the road work that had been conducted. He also reported on the new patrol vehicles that had been received. Jeff presented on the stakes that have been erected for the pathways project near Heinrich Lane and Rogers Lane, but it was explained that there needed to be a Public Hearing and MOU to move forward with the project. Commissioner Maupin advised that there would be Road Advisory Committee Meeting on August 5, 2020. The commissioners discussed a processing fee for the Public Hearing. The commissioners advised that they would like Planning & Zoning to present later.

Commissioner Bingaman made a motion to go into Executive Session per Idaho Code 74-206 1(d)- "to consider records that are exempt from disclosure as provided in Chapter 1, Title 74, Idaho Code"-Indigent & Charity. Commissioner Maupin seconded the motion. No further discussion, by roll call vote all commissioners voted "aye". The commissioners went into Executive Session per Idaho Code 74-206 1(d)-Indigent & Charity at 11:11 a.m.

Chairman Hasbrouck brought the commissioners out of Executive Session per Idaho Code 74-206 1(d)-Indigent & Charity at

Decision after Executive Session per Idaho Code 74-206 1(d)-Indigent & Charity at 11:15 a.m.

20-RS065 Amended Determination of Approval  
20-DM059 Continuance of Hearing

Chairman Hasbrouck began the opening of the Janitorial Bids. He opened the first bid from Clearview Cleaning Services for cleaning services of \$69,000. Chairman Hasbrouck opened the second bid from G4 for \$58,580.00. The second bid from G4 was a modified bid for reduced services. The commissioners reviewed the bid proposals and deliberated on the proposals received. Commissioner Bingaman made a motion to accept the bid from G4 Team Janitorial for \$58,580.00. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to accept the bid for cleaning from G4 Team Janitorial for \$58,580.00.

**Instrument # 426650**

**VALLEY COUNTY, CASCADE, IDAHO**

**2-4-2020 11:48:04 AM No. of Pages: 6**

**Recorded for : PLANNING & ZONING**

**DOUGLAS A. MILLER**

**Fee: 0.00**

**County Recorder Deputy**

**ORDINANCE NO: 20-04 ORDINANCES**

**Singletrack Sidewalks**

**AN ORDINANCE TO ALLOW FOR THE CREATION OF SINGLETRACK SIDEWALKS THROUGHOUT VALLEY COUNTY IN PUBLIC ROAD RIGHT OF WAYS WITH CONSIDERATION OF DESIGN ELEMENTS WHERE APPROPRIATE.**

Whereas, outdoor recreation provides known health benefits to individuals and improves community health metrics;

Whereas, connecting communities enhances camaraderie between and among residents of Valley County;

Whereas, the Valley County Pathways Concept Master Plan, International Mountain Biking Association Singletrack Sidewalks Plan and West Central Mountains Economic Development Council's community survey work on pathways all support expanded trail miles;

Whereas, connecting the communities of Valley County from north to south, as well as out to peripheral recreational amenities, may open up additional trail connection opportunities throughout Southwest Idaho;

Whereas, pathways' assets enhance economic opportunities for local retailers such as sporting goods stores, as well as hotels, restaurants and other critical retailers through added revenue from tourism;

Whereas, Valley County has adequate right of ways available throughout many desirable public road corridors to construct trails for pedestrian non-motorized use;

Whereas, taking pedestrian traffic off of public roads enhances safety for school children and all others in the community;

Whereas, strong pathways construction, maintenance and upkeep partnerships are available with existing nonprofit and government partners throughout the region;

Whereas, strong community support exists for enhanced pathways throughout the region;

Whereas, Valley County participated in a Singletrack Sidewalk Feasibility Study in 2018 and adopted the Valley County Pathways Plan.

**NOW THEREFORE BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF VALLEY COUNTY, IDAHO, AS FOLLOWS:**

2/3/2020

**Title 5**  
**Chapter 8 Singletrack Sidewalks**

**5-8-1 SHORT TITLE, PURPOSE AND APPLICABILITY:** This chapter shall be known as the **VALLEY COUNTY SINGLETRACK SIDEWALK ORDINANCE** and is adopted for the purpose of providing uniform singletrack sidewalks, which also include and are commonly referred to as pathways or trailways. This chapter shall apply to all right of ways under the jurisdiction of the Valley County Board of County Commissioners in the unincorporated areas of Valley County.

**5-8-2 DEFINITIONS:** As used in this chapter, the following words and terms shall have the meanings ascribed to them in this section:

**Singletrack Sidewalk** – narrow, multi-user, non-motorized (unless uniquely permitted), natural surface trails. Also referred to as pathways or trailways.

**Partner Organization** – may include Valley County Pathways, Central Idaho Mountain Bike Association, a Home Owner's Association, Recreation District, club, or other non-profit.

**5-8-3 Singletrack sidewalks** will be allowed in public right of ways that are under the jurisdiction of the Valley County Board of Commissioners (Board) upon establishment of a Memorandum of Understanding between the Board and Partner Organization.

**5-8-4 Permitting Process:**

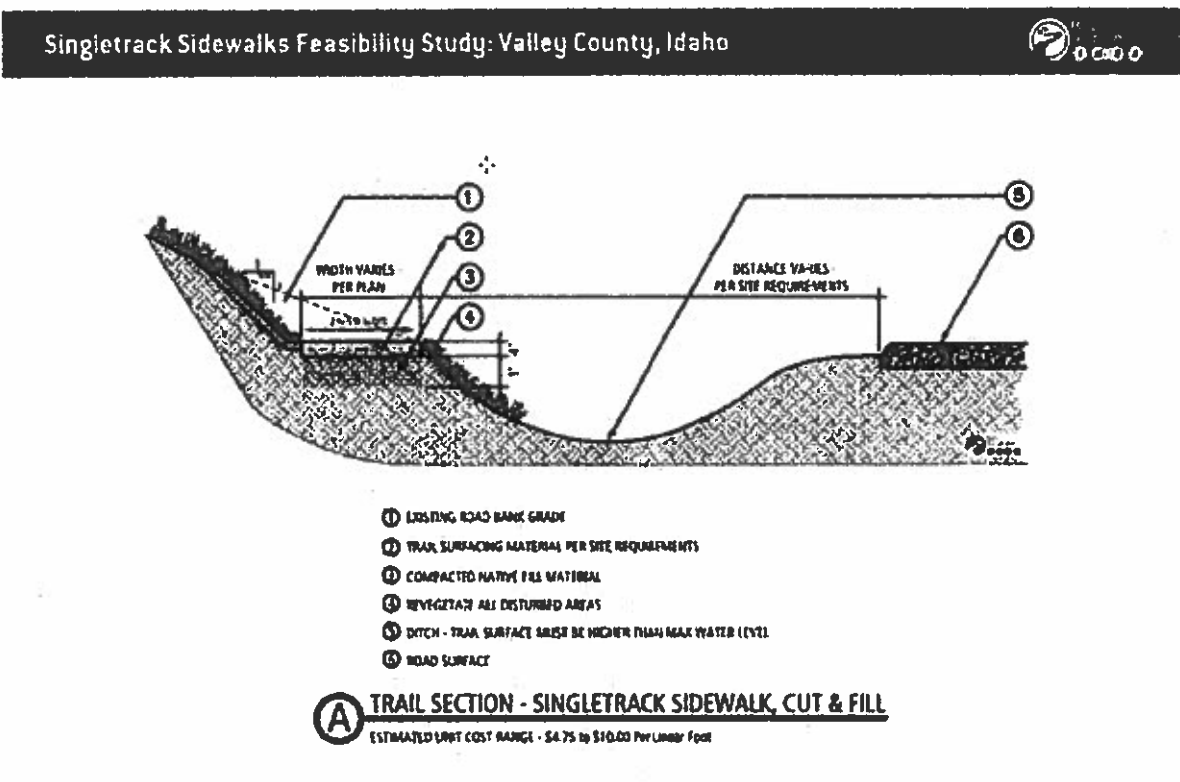
**A. Application:** Partner Organization submits an application to the Valley County Road Department. The application will contain the following information:

1. **Map** showing the section of roadway. The map shall be accompanied by an aerial that shows the travelled way, the location of the pathway, property lines, drainage features, driveways, mailboxes, bridges, culverts, etc.
2. **Construction Plan.** The construction plan shall describe the timeline, construction materials, width of singletrack sidewalk, signage, and engineering if needed so as not to create a hindrance to their operability of the roadway drainage, traffic safety, or other concerns. The plan should include a sample cross section for reference (see Drawing 5-8, as follows).
3. **Design Guidelines:**
  - a. Trails will generally be 24 to 48 inches in width.
  - b. Should meander within the right-of-way around drainage, and obstacles, etc.
  - c. Shall not inhibit roadway drainage or obstruct operability of the road.

- d. Constructed of a permeable natural surface but can be paved where appropriate.
4. Maintenance Plan shall be documented in a Memorandum of Understanding that lists the partnerships, signage when appropriate, and seasonality. It shall clearly identify the role and responsibility of any partner organizations responsible for trail maintenance and/or construction. It shall include agreement that work shall comply with all local, state and federal laws. It shall include a severability clause due to unsafe conditions. The MOU shall be considered the permit with approved signatures of all parties. The MOU shall be kept at the Valley County Road Department and in the Valley County Clerk's records.
  5. General liability insurance certificate assuring \$1,000,000 coverage for the duration of the construction and maintenance and continuing coverage for the operation by any partner organization.
  6. Certification that there will be no financial impact to tax payers, unless expressly called for through a current or future recreation district or other dedicated funding mechanism, and certifies there are no maintenance issues that cannot be readily addressed.
  7. Engineering may be required on a case by case basis for trails crossing culverts, bridges or other areas determined by the Road Dept., or requiring more than basic grading and reshaping of the top soil.
  8. Allowed uses for each segment (application) shall be designated in regards to E-bikes, powered wheelchairs, etc. based on widths and safety of each trail segment.
  9. The fee for processing of the application will be set by resolution.
- B. Public Hearing: Upon receipt of a complete application, as determined by the Valley County Road Department, the Board shall hold a public hearing in order to consider impacts and possible design considerations as identified by adjoining property owners.
1. Notice shall be posted in the Star News at least 15 days prior to the hearing, agendas shall be posted in each Post Office, utility companies shall be noticed at least 15 days prior to the hearing, and public notice signs shall be placed along the affected section of roadway (at a minimum at each end of the singletrack sidewalk).
  2. The hearing shall be set by the Board and the notice shall be done by Valley County Planning and Zoning staff.

3. Upon approval by the Board, a MOU shall be signed in accordance with 5-8-4-A.4.


(Drawing 5-8) Sample cross section for reference:



**NOW, THEREFORE, BE IT ORDAINED AND APPROVED by the Valley County Board of Commissioners, Idaho this 3rd day of February, 2020.**

  
\_\_\_\_\_  
Elting Hasbrouck, Chairman

Attest:

  
\_\_\_\_\_  
for Douglas A. Miller  
Valley County Clerk

2/3/2020