



## STAFF REPORT

TO: Mayor Keis and Members of the City Council

FROM: Bryce Shearen, CPRP, Parks & Recreation/Community Services Director

DATE: March 9, 2022

RE: MnDNR Outdoor Recreation Grant Application – Pioneer Park Improvements

### **ACTION REQUESTED**

The City Council is asked to adopt an Applicant's Resolution Minnesota Department of Natural Resources Outdoor Recreation Grant Program for up to \$300,000 to be used for Pioneer Park Improvements.

### **BACKGROUND**

Following the completion of the Pioneer Park Phase 1 Master Plan report, city staff and Bolton & Menk initiated design development and construction documentation for the play node and trail improvements at the park. Attached Figures 1 and 2 illustrate the proposed improvements in line with the concept plan as developed through the master planning process. Improvements include new playground equipment, an interactive water feature with naturalized elements, a picnic shelter, an entry kiosk, decorative fence, and site furnishings (benches, waster receptacles, bike racks, drinking fountain) with an emphasis on accessibility and inclusive features. Additionally, trail replacement has been identified for several segments of trail that is in need of repair, and an accessible trail segment will connect internal park trails to the sidewalk at Centerville Road.

The planning level cost estimate through the design development process is \$1.2 - \$1.4 million for site improvements, playground, water feature, site amenities, landscaping, and contingencies. An updated cost estimate will be provided to the City with the 85% plan set submittal at the end of March.

With Pioneer Park improvements being a top priority and aligning with the City's strategic plan of providing additional park amenities and opportunities to engage with the community and an enhanced internal and external trail system, funds have been identified in the City's Capital Improvement Fund (CIP) in 2023. While funds have been identified, there was a desire by the City Council to seek opportunities for additional funding.

The City is pursuing a grant through the Minnesota DNR's Outdoor Recreation Grant program. The Outdoor Recreation Grant Program provides matching grants to local units of government for up to 50% of the cost of acquisition, development and/or redevelopment of local parks and recreation areas. The grant has a maximum award of \$300,000 with the purpose of enhancing outdoor recreation facilities in local and community parks throughout the state. As part of this grant application, an "Applicants Resolution" must be submitted stating the eligibility of the City

to apply for the grant, ability to meet the matching funds required, and that the proposed project will be constructed in accordance with the grant requirements.

As outside funding sources are secured and cost estimates are refined through final design, the City will have the opportunity to update 2023 budget numbers in the summer with the finalization of the Capital Improvement Plan in fall 2022.

### **PARKS & RECREATION COMMISSION**

The Parks & Recreation Commission was very involved in providing input and recommendations for the Phase I Pioneer Park Master Plan. The Commission continues to support the improvements planned for the park. At its meeting on March 3, 2022, the Parks & Recreation Commission made a motion to recommend to the City Council to adopt an Applicants Resolution to be submitted with the application for the MnDNR Outdoor Recreation Grant Application for Pioneer Park Improvements.

### **BUDGETARY IMPACT**

In 2022 through 2024, \$1,547,500 has been budgeted for Pioneer Park improvements in the General Capital Improvement Fund (Fund 400).

### **NEXT STEPS**

- March 10 – DNR Outdoor Recreation Grant early submittal date (submit for feedback)
- March 31 – 85% plan set completion and updated cost estimate; DNR Outdoor Recreation Grant final submittal
- Summer 2022 – Grant award notifications
- Fall 2022 – 100% plan set completion and project bidding
- 2023 – Anticipated construction

### **STAFF RECOMMENDATION**

Staff recommends adopting the Resolution to apply for the Minnesota Department of Natural Resources Outdoor Recreation Grant Program for up to \$300,000 to be used for Pioneer Park play node improvements.

### **ATTACHMENTS**

- Draft Pioneer Park Play Node Design
- MnDNR Outdoor Recreation Grant Program Applicant's Resolution

**ATTACHMENT A - APPLICANT'S RESOLUTION**

BE IT RESOLVED that the City of Little Canada act as legal sponsor for the project contained in the Outdoor Recreation Grant application to be submitted on March 31, 2022 and that Chris Heineman is hereby authorized to apply to the Department of Natural Resources for funding of this project on behalf of the City of Little Canada.

BE IT FURTHER RESOLVED that the applicant has read the Conflict of Interest Policy contained in the Outdoor Recreation Grant Program Manual and, upon discovery, certifies it will report to the State any actual, potential, or perceived individual or organizational conflicts of interest to the application or grant award.

BE IT FURTHER RESOLVED that the City of Little Canada has the legal authority to apply for financial assistance, and it has the financial capability to meet the match requirement (if any) and ensure adequate construction, operation, maintenance and replacement of the proposed project for its design life.

BE IT FURTHER RESOLVED that the City of Little Canada has not incurred any development costs and has not entered into a written purchase agreement to acquire the property described in the Cost Breakdown section on this application.

BE IT FURTHER RESOLVED that the City of Little Canada has or will acquire fee title or permanent easement over the land described in the site plan included in the application.

BE IT FURTHER RESOLVED that, upon approval of its application by the State, the City of Little Canada may enter into an agreement with the State for the above-referenced project, and that the City of Little Canada certifies that it will comply with all applicable laws and regulations as stated in the grant agreement including dedicating the park property for uses consistent with the funding grant program into perpetuity.

NOW, THEREFORE BE IT RESOLVED that Mayor John Keis is hereby authorized to execute such agreements as necessary to implement the project on behalf of the applicant.

I CERTIFY THAT the above resolution was adopted by the City Council of the City of Little Canada on March 9, 2022.

SIGNED:

WITNESSED:

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(Signature)

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(Signature)

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