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## MEMORANDUM

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TO: City Council  
FROM: Stephanie Hilleshiem & Administration  
SUBJECT: **Riverside Riebe Park Project and RFP**  
DATE: May 26, 2020

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### **Background:**

The following information was presented to the Park Board at last week's Park Board meeting. The attached Budget information was also presented. The Park Board will be reconvening on Wednesday, May 27, 2020 to finalize their discussion and likely make a recommendation on the project. A City Council recommendation has been included in the last paragraph.

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City staff have been working on finalizing the plans for the Riverside-Riebe Park Project. As you are aware, the City of Princeton was awarded a \$220,000 matching grant from the MN DNR for park improvements. The engineer, Warren White has been working on the plans and specifications to bid the project. He has staked the park trails, and has created the attached plan sheets for your review. In the plans there are a couple items that are designed, such as refitting the existing parking lot in Riverside Park that will not be completed at this time because they are not part of the grant project or budget.

Limited Use permits and other necessary permitting are in the process of being reviewed or approved by outside government agencies.

### **Analysis:**

At this time, we would like to get the Park Board input on the plans. Should the plans be acceptable authorization to BID the project will proceed to the City Council later this month. As part of the bidding process we have been discussing funding the required match.

In consideration of the match requirement the Park Board may want to provide a recommendation to the City Council about moving forward with funding for the match.

A few concepts that have been discussed by staff have been the use of any remaining amount of franchise fees, park land dedication fees, reallocating park capital improvement funds, initiating a Princeton Lodging Fee and a request for liquor store fund allocation. The Park Board's commitment to the project will make a difference to the City Council.

In addition staff will work on fundraising through a plaque recognition program

The project engineers estimate comes in at 408,861.00 plus ~ 35K for engineering totaling 443,861.00 to complete the grant project. The budget is fairly tight as this does not include the fishing dock which was donated by the Rotary. At the engineers estimate and a few items as budgeted for in the application the City will need to fund ~ 222K. There are approximately 29K in known donations that reduce the amount necessary for the City to fund. This results in approximately 193K for the City, 222K less 29K.

This is a considerable amount, although the 193K is for a project costing ~ \$461,000.00

**Recommendation to the Park Board:**

City Staff recommends the Park Board consider the plans and provide their thoughts on funding the match for the Riverside-Riebe Park Improvement Project. Following this recommendation, City Staff will bring the RFP for the project to the council for approval.

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**Recommendation to the City Council:**

A Park Board recommendation will likely be available for the Council meeting on May 28<sup>th</sup> at which time consideration by the Council is appropriate. Upon receipt of the Park Board recommendation, Finance, Administrator and I will consult to assemble a payment strategy for the City Council's consideration.

Following the review of the attached plan sheets and acceptance of the proposed financing strategy (covered prior to or at the Council meeting), City Staff recommends authorization to begin the bidding process.