

## METROPOLITAN COUNCIL

390 North Robert Street, St. Paul, MN 55101  
Phone (651) 602-1000 TDD (651) 291-0904

**DATE:** January 3, 2012

**TO:** Metropolitan Parks and Open Space Commission

**FROM:** Jan Youngquist, AICP; Planning Analyst-Parks (651) 602-1029

**SUBJECT:** (2012-xxx) Change in scope of Grant SG2010-102, Three Rivers Park District  
Metropolitan Parks & Open Space Commission District A: Seyon Nyanwleh

### INTRODUCTION

The Metropolitan Council authorized a \$3,618,000 grant to Three Rivers Park District (Three Rivers) on September 8, 2010 to complete the renovation and expansion of the Eastman Nature Center at Elm Creek Park Reserve. This grant is identified as SG-2010-102.

During the course of construction, Three Rivers found that it would not need the total grant amount to complete the project. Due to these cost savings, Three Rivers requested to change the scope of Grant SG-2010-102. On June 20, 2011 the Metropolitan Council approved a change in scope of the grant to allow \$1,080,000 to be used as follows:

- \$630,000 for renovating the maintenance shop at Crow Hassan Park Reserve
- \$275,000 to construct additional trails in the western half of Carver Park Reserve
- \$150,000 to plan and design renovation of Medicine Lake Regional Trail
- \$25,000 to establish a potable water supply system for campground activities at Baker Park Reserve

The Park District is now nearing completion of the Eastman Nature Center and the additional projects, and has a balance remaining of \$538,000 in the grant funds. The Park District proposes changing the scope of the grant to use the remaining balance to increase the allocation for the renovation of the maintenance shop at Crow Hassan Park Reserve. The addition of \$538,000 to the \$630,000 already approved for the project would result in a total of \$1,168,000 in grant funds for the maintenance shop project. **(See Attachment 1: Letter from Boe Carlson, Three Rivers Park District, dated January 20, 2012)**

The Metropolitan Council must consider and approve the proposed change in scope of the grant. This memorandum contains a review of this request under applicable terms of the grant agreement and recommends approving the change in scope of the grant.

## AUTHORITY TO REVIEW

Minnesota Statute Section 473.315 authorizes the "Metropolitan Council with the advice of the Metropolitan Parks and Open Space Commission to make grants from any funds available to it for recreation open space purposes to any municipality, park district or county located wholly or partially within the metropolitan area to cover the cost, or any portion of the cost, of acquiring or developing regional recreation open space in accordance with the [*Regional Recreation Open Space*] Policy Plan".

## ANALYSIS

Grant SG2010-102 (\$3,618,000) was funded with Metropolitan Council bonds as Three Rivers Park District's portion of the 2010-11 Metropolitan Regional Parks Capital Improvement Program (CIP). The original scope for Grant SG-2010-102 was:

*"At Elm Creek Park Reserve, complete renovation and expansion of the Eastman Nature Center."*

In addition to this grant, the following grants have been awarded for the Eastman Nature Center renovation and expansion project:

- SG-2010-093 (\$2,492,000) financed with FY 2011 Parks and Trails Legacy Fund appropriation
- SG-2009-025 (\$665,000) financed with FY 2010 Parks and Trails Legacy Fund appropriation

Based on the Metropolitan Council action on June 20, 2011, the scope of Grant SG-2010-102 was amended to:

*"At Elm Creek Park Reserve, complete the renovation and expansion of Eastman Nature Center, plus allocate up to \$630,000 for the renovation of the existing maintenance shop at Crow Hassan Park Reserve; allocate up to \$275,000 to construct additional trails within the western portion of Carver Park Reserve; allocate up to \$150,000 to plan and design the rehabilitation of Medicine Lake Regional Trail and allocate up to \$25,000 to establish a potable water supply system for campground activities at Baker Park Reserve."*

Three Rivers would like to use \$538,000 from Grant SG-2010-102 that is not needed for the Eastman Nature Center project to increase the allocation for the renovation of the maintenance shop at Crow Hassan Park Reserve. This would result in a total of up to \$1,168,000 in grant funds for this project, which is consistent with the Metropolitan Council approved master plan for Crow Hassan Park Reserve.

In order to consider this request for a change in scope of the grant, Section 6.06 of the grant agreement states:

***6.06 Changes in the Development Project.*** *If the Grantee [Three Rivers Park District], for any reason, determines that the Development Project or any portion of it should not be undertaken, or that there should be a change in the scope or costs of the Development Project or any portion of it, the Grantee shall*

*submit to the Council's Regional Administrator a statement describing the situation and giving the reasons for the Grantee's determination. The Grantee may, simultaneously with the submission of the statement or within a reasonable time thereafter, recommend alternative projects, activities, uses, expenditures, or allocations of grant funds. ...*

*If the Regional Administrator determines that the Grantee's recommendations may not be immediately approved according to criteria established by the Council, the Grantee and the Council may execute a written amendment to this agreement only as provided in paragraph 6.07 of this article, following appropriate authorization by the Council and the Grantee.*

*... In determining whether to approve the Grantee's recommendations, the Council shall give full regard to legislative determinations concerning development funding and to the general position that the total grant award herein should ultimately be made available to the Grantee for development.*

The proposed change in scope of Grant SG-2010-102 to allow \$538,000 to be used along with the existing allocation of \$630,000 for the renovation of the maintenance shop at Crow Hassan Park Reserve is consistent with the conditions of section 6.06 because:

1. Three Rivers Park District has submitted a statement to the Council describing the situation and giving reasons for the change in scope, as shown in **Attachment 1**.
2. The change in scope of Grant SG-2010-102 to increase the allocation for the maintenance shop project at Crow Hassan Park Reserve does not change Three Rivers Park District's share of the funded portion of the Metropolitan Council's 2010-11 Regional Parks CIP. Therefore the change in scope, "gives full regard to legislative determinations" of the Metropolitan Council, "and to the general position that the total grant award ... should ultimately be made available to the Grantee [Three Rivers Park District]".

## **CONCLUSION**

The proposed change in scope of Grant SG-2010-102 to allow \$538,000 to be used along with the existing allocation of \$630,000 for the maintenance shop renovation at Crow Hassan Park Reserve is consistent with the conditions in section 6.06 of the grant agreement.

## **RECOMMENDATION**

That the Metropolitan Council authorize a second amendment to Grant SG-2010-102 which changes the scope of the grant to allow \$538,000 of the grant to be used for the Crow Hassan Park Reserve maintenance shop project, thus revising the total allocation to \$1,168,000 for this project.

Attachment 1: Letter from Boe Carlson, Three Rivers Park District



Three Rivers  
Park District  
Board of  
Commissioners

Sara Wyatt  
District 1

Marilynn Corcoran,  
District 2

Joan Peters  
District 3

Dale Woodbeck,  
Vice Chair  
District 4

John Gibbs  
District 5

Larry Blackstad, Chair  
Appointed

Barbara Kinsey  
Appointed

Cris Gears  
Superintendent

January 20, 2012

Mrs. Jan Youngquist  
Metropolitan Council  
390 North Robert Street  
Saint Paul, Minnesota 55101

Dear Jan,

The Park District currently has a grant for the renovation of Eastman Nature Center (SG2010-102). This Grant is for \$3,618,000. In May of 2011, we added additional projects to the grant exhibit for funding. As we are nearing the completion of the Eastman Nature Center project and the additional projects, we have a balance of roughly \$538,000.

The Park District would like to request an amendment to grant SG2010-102 to increase the amount for the renovation of the Crow Hassen maintenance shop to \$1,168,000. This would add the remaining \$538,000 to the \$630,000 already approved for this project.

We appreciate your consideration of this matter. Please contact me at 763.559.6761 if you have any questions.

Sincerely,

A handwritten signature in black ink that reads "Boe R. Carlson".

Boe Carlson  
Associate Superintendent  
Division of Administration

c: Cris Gears, Superintendent  
Howard Koolick, CFO  
Don DeVeau, Director of Planning & Development

BRC/jjs