

## Metropolitan Parks and Open Space Commission

Meeting date: April 7, 2014

For the Community Development Committee meeting of: April 21, 2014

For the Metropolitan Council meeting of May 14, 2014

**Subject:** Amend Scope of Park Grants SG 2012-053 and SG 2013-089, Anoka County

**District(s), Member(s):** MPOSC District A, Rick Theisen and District F, Sarah Hietpas

**Policy/Legal Reference:** MN Statute Section 473.315

**Staff Prepared/Presented:** Tori Dupre, Senior Planner-Regional Parks and Natural Resources (651-602-1621)

**Division/Department:** Community Development, Regional Parks and Natural Resources

### Proposed Action

That the Metropolitan Council:

1. Approve an amendment to grant agreement SG-2012-053 changing the scope (project description) to add “complete improvements to Rice Creek West Regional Trail/Manomin Park parking lot, entrance drive and sidewalks.”
2. Approve an amendment to grant agreement SG-2013-089 changing the scope (project description) to replace the existing with “complete roof improvements at Rice Creek Chain of Lakes Park Reserve”.

### Background

Anoka County has requested the Metropolitan Council’s approval of two proposed amendments to parks grant agreements SG-2012-053 and SG-2013-089 (Attachment 1). The County requests these amendments because the project funded by the grants, a volunteer resource coordinator, is completed and grant funds remain.

Three grants in 2011 (\$65,000), 2012 (\$65,000) and 2013 (\$35,000) funded the volunteer resource coordinator position created to secure volunteers and additional resources for use throughout Anoka County’s regional parks and trails system. The position was filled and the work included coordination of 2,539 volunteers who contributed 8,523 hours collecting trash, managing invasive species, collecting native seeds and completing other projects. The position was completed by December 1, 2013 and the value of this work totaled over \$187,388.

The County spent \$123,443.37 on the project, less than the budget estimate of \$165,000. Therefore, the County requests that these grant agreements be amended to use the remaining \$6,556.63 from SG-2012-053 and \$35,000 from SG-2013-089 for other projects.

The County has identified needed projects at Rice Creek West Regional Trail and at Rice Creek Chain of Lakes Park Reserve that can be addressed with these remaining funds. The projects include

improvements to the Rice Creek West Regional Trail/Manomin Park parking lot, entrance drive and sidewalks, and roof improvements at Rice Creek Chain of Lakes Park Reserve (Attachment 2).

## **Rationale**

The Metropolitan Council must consider and approve the proposed grant amendments because each represents a substantial revision to the existing grant agreements and the projects they fund. The existing grant agreements address amendments, stating that *“any amendment to this grant agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original contract, or their successors in office.”*

Anoka County’s request is consistent with the grant agreement conditions because the County submitted a written request to amend the existing grant agreements, and provided the background and rationale for the needed amendments. The grant agreements for SG2012-053 and SG-2013-089 are both funded with Parks and Trails Legacy appropriations for fiscal years 2013 and 2014 respectively. The 2013 legislation states that the appropriations (for each fiscal year) are for parks and trails of regional or statewide significance in the metropolitan area, distributed according to the law. “Any funds remaining after completion of the listed project may be spent on projects to support parks and trails by the implementing agency.”

The proposed projects support the County’s parks and trails, and are within regional facilities that have Metropolitan Council-approved master plans. The Council approved the Rice Creek West Regional Trail master plan in 2012, and the Rice Creek Chain of Lakes Park Reserve master plan in 1999 (amended in 2013). The proposed amendments are consistent with the *2030 Parks Policy Plan* policies regarding minor amendments to grant agreements. The amendments do not change or increase the approved grant amounts.

## **Funding**

Agreement SG-2012-053 originally granted \$65,000 to Anoka County to retain a volunteer/resource coordinator to secure volunteers and additional resources for use throughout Anoka County’s regional parks and trails system, including salary, benefits, office costs, mileage reimbursement and training and continuing education. The grant is financed by fiscal year 2013 Park and Trail Legacy Funds, and \$6,556.63 remains unspent.

Agreement SG-2013-089 originally granted \$35,000 to Anoka County to retain a volunteer/resource coordinator to secure volunteers and additional resources for use throughout Anoka County’s regional parks and trails system through December 2013. The grant is financed by fiscal year 2014 Park and Trail Legacy Funds, and \$35,000 remains unspent.

Therefore, Anoka County proposes to amend SG-2012-053 to add to the grant scope (project description) “complete improvements to Rice Creek West Regional Trail/Manomin Park parking lot, entrance drive and sidewalks.” Also, the County requests amending SG-2013-089 to replace the grant scope (project description) with “complete roof improvements at Rice Creek Chain of Lakes Park Reserve”.

## **Known Support / Opposition**

There is no known opposition to Anoka County’s proposed grant amendments.

# Attachment 1: Anoka County Letter Requesting Grant Agreement Amendments



## Anoka County Parks and Recreation

550 Bunker Lake Boulevard NW, Andover, MN 55304

March 17, 2014

Arne Stefferud, Manager of Regional Parks and Natural Resources  
Metropolitan Council  
390 N. Robert St.  
St. Paul, MN 55101

Re: Grant Amendment Request for SG 2012-053 and SG 2013-089

Dear Arne:

As you know, the Anoka County Parks and Recreation Department has funded a Volunteer/Resource Development Coordinator (VRDC) position with Parks and Trails Legacy funding administered through the Metropolitan Council. This position was to secure volunteers and additional resources for use throughout Anoka County's regional parks and trails system.

The position scheduled to start in 2011 and was funded through three Parks and Trails Legacy Grants:

2011	SG 2011-104	\$65,000
2012	SG 2012-053	\$65,000
2013	SG 2013-089	<u>\$35,000</u>
		\$165,000

The VRDC position was filled and the project/work was completed by December 1, 2013. During the project, the VRDC position was able to coordinate 2,539 volunteers, who put in 8,523 hours doing trash clean up, invasive species management, native seed collection, etc., for a total contribution of \$187,388.82. In addition, the VRDC also obtained \$35,700 in sponsorship and advertising opportunities as well as solicited donations for a variety of smaller projects totally \$16,885.

The total amount expended for this position was \$123,443.37, which was significantly under the budget estimate of \$165,000, leaving a remaining amount of 41,556.63. \$6,556.63 is remaining from SG 2012-053 and \$35,000 from SG 2013-089.

MN Laws 2013 state that funds are for "parks and trails of regional or statewide significance in the metropolitan area, distributed according to [the law]. Any funds remaining after completion of the listed project may be spent on projects to support parks and trails by the implementing agency."

Therefore, Anoka County requests an amendment to SG 2012-053, that would expand the scope of work for SG 2012-053 to include improvements to Rice Creek West Regional Trail/Manomin Park parking lot, entrance drive and sidewalks. The grant description could read: "...and

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training/continuing education and improvements to Rice Creek West Regional Trail/Manomin Park parking lot, entrance drive and sidewalks.”

Anoka County also requests an amendment to SG 2013-089 that would expand the scope of work for this grant to include roof improvements at Rice Creek Chain of Lakes Park Reserve. The grant description could read “...system through December 2013 and roof improvements at Rice Creek Chain of Lakes Park Reserve.”

I am enclosing a map that shows the locations of the project work proposed for the amendments for your reference.

If you have any questions, please contact me at your earliest convenience at 763-767-2865 or karen.blaska@co.anoka.mn.us.

Sincerely,



Karen Blaska  
Park Planner

cc: Jeff Perry, Planning and Resources Manager

Attachment 2: Anoka County Map of Amendment Projects

