



MEMORANDUM

DATE: July 18, 2022
TO: Honorable Mayor and City Councilmembers
FROM: Dave Perrault, City Administrator
SUBJECT: Hazelnut Park Parking Lot Discussion

Budgeted Amount:	Actual Amount:	Funding Source:
N/A	N/A	N/A

For Council Consideration

The City Council should consider providing direction on the Hazelnut Park Parking Lot project.

Background

The City Council received an update on the Hazelnut Park Parking Lot at their June work session, that memo is attached for reference and background. Following that discussion, Staff was instructed to engage with the Gathering Place and work through high-level details of reconstructing the parking lot. Staff has identified what it believes are the main deal points (see below) that are agreeable to both the Gathering Place and the City. Should the Council agree, Staff will move forward with finalizing an agreement for future approval between the Gathering Place and the City, this agreement would replace the existing one:

- The Gathering Place will turnover approximately 28% of the existing parking lot to the City for parkland (future use will be determined by the City)
- Members of the public will continue to have the right to park in the lot to utilize the adjacent park, trails, and other public facilities
- The City will lead a project to have the remaining portion of the parking lot rehabilitated
- The full cost of the project will be split 50/50 between the City and the Gathering Place (total currently estimated at \$245,000); the Gathering Place may choose to have their portion of the project assessed over a pre-determined length of time or pay at time after completion
- For a period of 20 years, the City will crack-seal and/or sealcoat the parking lot on a pre-determined schedule
- For a period of 20 years, the City will annually fill minor potholes in the parking lot that can be reasonably filled as determined by the City

- For a period of 20 years, the City will issue payment to the Gathering Place in the amount of \$1,500 for snow plowing
- For a period of 20 years, should any maintenance activities outside of the crack-sealing, sealcoating and/or minor pothole filling arise, the Gathering Place will be responsible for addressing them in a timely fashion to ensure the usability and long-term life of the parking lot
- At the end of the 20 years, the City and Gathering Place may mutually enter into another maintenance and use agreement, should they so choose

If the Council finds these deal points agreeable, the City will work with the Gathering Place and City Attorney on drafting a new maintenance and use agreement for approval.

Budget Impact

The City already has the full-cost of the parking lot programmed into the CIP for reference. The cost of the crack-sealing and sealcoating will be rolled in with the City's other projects through the Coon Rapids JPA.

Attachment

Attachment A: June 20, 2022 Work Session Memo