



## Memorandum

**To:** Mayor and City Council  
**From:** Kay Okey, Parks & Recreation Director  
**Date:** 2-16-22  
**Subject:** **Recommend Approval of Contract for Terrace Park Picnic Shelter Purchase and Installation**

Action To be Considered: Staff recommends the Council approve contracting for purchase and installation of a steel Picnic Shelter at Terrace Park. The contractor is a park equipment supplier who operates under a State of Minnesota contract. At the time of this submission the final quotes were not available however the Park Master Plan and the Capital Improvement Plan indicates initial costs to be approximately \$40,000, not including finished cement slab costs and installation. Final quotes will be available for Council's full review prior to the start meeting. Material delivery is approximately 18 weeks out and in order to get supplies and construction scheduled placing an order now is a priority so residents may fully utilize this structure during the summer.

Background: The picnic shelter, located near the park building which was originally installed in 1983, was removed this winter due to poor structural condition. The arbor, which sat beside the shelter and was originally installed in 2005 was also removed.

The Parks and Recreation Commission will recommend a final color scheme which will compliment the park and surrounding structures.

Financial Impact: This cost would be funded using the Parks Improvement Fund, which is not a taxpayer funded account.

ATTACHMENTS: Quote proposals from ST. Croix Recreation and MN/WI Playground pending

Respectfully submitted,

*Kay Okey*

Director of Parks and Recreation