



CITY OF LE SUEUR  
REQUEST FOR COUNCIL ACTION

TO: Mayor and City Council  
FROM: Jasper Kruggel, City Administrator  
SUBJECT: Parks, Open Space, and Trail System Master Plan  
DATE: For the City Council Meeting of Monday, June 24, 2019

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**PURPOSE**

Consider approval of an agreement with WSB Engineering to complete a Parks, Open Space, and Trail System Master Plan.

**SUMMARY**

The City of Le Sueur, along with the Recreation and Parks Advisory Committee, has identified the need to prioritize a Parks, Open Space, and Trail System Master Plan for the City of Le Sueur. A Parks, Open Space, and Trail System Master Plan will allow the City to plan amenities, uses, and connectivity within the community as development occurs. A plan of this nature will also allow for staff to pursue grant opportunities for trails, parks and open spaces within the community, with a high potential of receiving grant dollars exceeding the proposed cost of this plan.

Staff solicited requests for proposals from four agencies and evaluated those proposals. At the Recreation and Parks Advisory Committee meeting held on June 11<sup>th</sup>, staff discussed these proposals for a Parks, Open Space, and Trail System Master Plan. The Recreation and Parks Advisory Committee unanimously recommended that the City of Le Sueur City Council engage with WSB, Inc. to complete a Parks, Open Space, and Trail System Master Plan for the City of Le Sueur.

The proposal for the Parks, Open Space, and Trail System Master Plan from WSB Engineering has been attached; the process will involve six tasks.

1. Review and Assess Past and Current Planning Efforts, Community Demographics, and Park Visits
2. Inventory and Analysis of Current Park and Recreation System
3. Community Engagement
4. Project Update Meeting
5. Draft Park System Master Plan
6. Prepare Final Document

If approved, the process is expected to take around 28 weeks with a proposed cost of \$43,300.

Candace Amberg from WSB Engineering will provide a presentation and answer any questions from City Council at the meeting.

**ACTION REQUESTED**

Staff is recommending City Council approve the attached agreement with WSB Engineering with a to not exceed the amount of \$43,300 to complete a Parks, Open Space, and Trail System Master Plan for the City of Le Sueur. The 2019 City of Le Sueur Capital Improvement Plan identifies \$50,000 for 'Parks/Trails Improvements'; this line item would be the funding mechanism for this plan.