



STAFF REPORT

DATE: February 4, 2025
REGULAR AGENDA

AGENDA ITEM: Submitting a Letter of Intent for Ballfield Pinwheel

SUBMITTED BY: Ashley Monterusso, City Planner & Jason Stopa, Community Development Director

REVIEWED BY: Sophia Jensen, Senior City Planner

PRESENTED BY: Jason Stopa, Community Development Director

OBJECTIVE:

To determine if the City Council would like to move forward with applying for a letter of intent (LOI) as a preliminary step in applying for 3M Priority 2 grant funds for facilities and improvements at the newly planned city park at Stillwater Blvd and just south of Sunfish Park (PID: 1502921420004 and 1502921410001)

BACKGROUND:

Priority 2 of the 3M Settlement provides \$20 million in grant funds to compensate for losses to recreational and ecological resources resulting from PFAS released by 3M. Grant funds will be used to fund projects designed to enhance aquatic resources, wildlife habitat, and outdoor recreational opportunities. The DNR and MPCA have elected to solicit project proposals directly from the organizations and communities via a public RFP process. Before applying for the grant, the applicant must submit a Letter of intent (LOI), this is a brief project description to determine whether a project qualifies for Priority 2 funding.

The decision to submit the Letter of Intent does not commit the city to proceed. If the LOI is accepted, the applicant will be invited to submit a more formal RFP for the given project.

In 2024, the City Council approved the submission of two separate Letters of Intent separate projects for Priority 2 funding.

PROPOSAL DETAILS/ANALYSIS:

City staff would write a Letter of Intent to explore this project further. The letter of intent would be reviewed by the DNR and MPCA. The application for the submittal of the Letter of Intent is expected to open in February and will be open for all applicants for 30 days.

The goals for the 3M settlement funds are as follows:

- Goal 1 – Restore, protect and enhance aquatic and terrestrial resources, wildlife and habitats.
- Goal 2 – Increase understanding of fish tissue contamination, improve communication about PFAS-based fish consumption advisories, and identify and enhance alternative, noncontaminated fishing areas.
- Goal 3 – Improve and enhance outdoor recreational opportunities.

The city recently signed a purchase agreement for the aforementioned parcels PIDs: 1502921420004 and 150292141000. Developing a new athletic park to support baseball and softball (competitive and town ball for ages 9+) and ensuring community parks have seating options, picnic tables, bike racks, shade (trees or structure), trash and recycling receptacles, entry signage, informational kiosk, a drinking fountain, and

shelter are recommended in the recently developed Lake Elmo Park Systems Plan (2024). The letter of intent will outline funding for items listed below:

- 4 grass/dirt baseball fields with dugouts - cloverleaf
- Batting cages
- Lighting - metal poles
- Signage including an informational kiosk
- Picnic tables
- Concessions and bathroom facilities
- Drinking fountain
- Internal drainage
- Storage for equipment
- Fencing
- Landscaping
- Parking lot (at least small lot with ADA paved)
- Bike racks
- Trash and recycling receptacles

Staff believes the development of a new park with recreational programming and new facilities aligns with Goal 3.

The decision to submit the Letter of Intent does not commit the city applying for the RFP.

ISSUE BEFORE COMMITTEE:

Would City Council support a letter of intent to apply for the 3M Priority 2 grant funds for recreational programming and facilities at the future park site located south of Sunfish Park and north of Stillwater Blvd (PIDs: 1502921420004 and 1502921410001)?

RECOMMENDATION:

Staff recommends that City Council support the submission of a letter of intent for the 3M Priority 2 Grant funding for park recreational programming and facilities at the newly acquired land at PIDs: 1502921420004 and 1502921410001.

Suggested motion:

“Motion to support a letter of intent submission by staff for the 3M Priority 2 Grant funds for funding for park recreational programming and facilities at the at the planned city park (PID: 1502921420004 and 1502921410001)”

ATTACHMENT:

- Minnesota 3M PFAS Settlement Priority 2 Information link: [3M Priority 2 Work Groups | Minnesota 3M PFAS Settlement](#)
- Project update from October 2024
- 1.23.25 DNR News Release