



18 July 2023

Re: Swede Hollow Revitalization – Woodland Garden Construction

TO: Andy Rodriguez, Director, Saint Paul Parks and Recreation

FROM: C. Michael-jon Pease, Executive Director, Saint Paul Parks Conservancy

CC: Alice Messer, Design and Construction, City of Saint Paul, Department of Parks and Recreation

MEMORANDUM OF UNDERSTANDING - AMENDMENT

By a resolution adopted at its regular meeting on May 19, 2023, the Board of Directors of the Saint Paul Parks Conservancy authorized forty thousand dollars (\$40,000) in Conservancy funds be awarded to the City of Saint Paul Parks and Recreation Capital Improvement Budget for the construction of the enhanced Woodland Garden at Swede Hollow Park outlined in the Swede Hollow Park Long Range Plan (Exhibit A).

Please note that funds for design and construction documents for the Woodland Garden and circulation design for the Upper Bluff were approved through a separate MOU.

This document serves as a memorandum of understanding between the Saint Paul Parks Conservancy (Conservancy) and the City of Saint Paul Parks and Recreation Department (City) for the transfer of funds.

A. Grant Award and Transfer of Funds – as amended

The Conservancy will transfer twenty thousand dollars (\$20,000) as fifty percent (50%) of the allocated funds to the City by August 31 to start the project.

Upon completion of the project, the City will bill the Conservancy for the actual remaining costs, not to exceed twenty thousand dollars (\$20,000).

B. Roles and Responsibilities

The City Design and Construction team shall be responsible for bidding and construction administration for the Woodland Garden.

The Conservancy will communicate with project funders and partners including interim and final reporting; and participate in community engagement and review of the project.

Counterparts. The parties may sign this Agreement in counterparts, each of which constitutes an original, but all of which together constitute one instrument.

Electronic Signatures. The parties agree that the electronic signature of a party to this Agreement be valid as an original signature of such party and shall be effective to bind such party to this Agreement. The parties further agree that any document including this Agreement containing, or to which there is affixed, an electronic signature shall be deemed (i) to be “written” or “in writing,” (ii) to have been signed and (iii) to constitute a record established and maintained in ordinary course of business and an original written when printed from electronic files. For purposes hereof, “electronic signature also means a manually signed original signature that is then transmitted by any electronic means, including without limitation a faxed version of an original signature or an electronically scanned and transmitted version (e.g. via PDF) of an original signature. Any party’s failure to produce the original signature of any electronically transmitted signature shall not affect the enforceability of this Agreement.

Signatures below represent acceptance of the terms of this memorandum of understanding.

Michael-jon Pease

Jul 19, 2023

C. Michael-jon Pease, Saint Paul Parks Conservancy

Date

Andy Rodriguez

Andy Rodriguez (Jul 19, 2023 11:12 CDT)

Jul 19, 2023

Andy Rodriguez, Saint Paul Parks and Recreation Director

Date

[Signature]

Jul 19, 2023

John McCarthy, Saint Paul Director of Financial Services

Date

SMSullivan

Jul 19, 2023

Sarah Sullivan, Assistant City Attorney

Date











SH Woodland Garden Construction_MOU_7.18.23


Final Audit Report


2023-07-19


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-  Document created by Chelsea Beary (Chelsea.Beary@ci.stpaul.mn.us)
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